

**University of Melbourne Student Union**



**Minutes of the Students' Council**

**Meeting 3/11**

***CONFIRMED, INQUORATE***

**11 AM, 14/03/2011**

**Location: MUVT 1, Level 3  
Union House**

**Agenda**

**1. Procedural Matters**

- 1.1 Election of Chair
- 1.2 Acknowledgement of Indigenous Owners
- 1.3 Attendance
- 1.4 Apologies
- 1.5 Proxies
- 1.6 Membership
  - 1.6.1 The following student representatives have been terminated due to failure to renew their Student Union membership in a timely manner:
    - 1.6.1.1 Kyle Dadleh (Indigenous Office Bearer)
- 1.7 Adoption of Agenda

**2. Confirmation of Previous Minutes**

- 2.1 Minutes from SC 18 January, 2011
- 2.2 Minutes from SC 10 February, 2011 (inquorate)

**3. Matters Arising from the Minutes**

**4. Correspondence**

- 4.1 NUS Office Bearers
- 4.2 Report from General Manager, Justin Baré

**5. Office Bearers' Reports**

- 5.1 President (submitted for 2/11 SC).
- 5.2 Secretary (submitted for 2/11 SC).
- 5.3 Education Academic Officer (submitted for 2/11 SC).
- 5.4 Education Public Affairs Officers (submitted for 2/11 SC).
- 5.5 Activities Officers (submitted for 2/11 SC).
- 5.6 Arts Officers (submitted for 2/11 SC).
- 5.7 Clubs & Societies Officer s(submitted for 2/11 SC).
- 5.8 Environment Officer (submitted for 2/11 SC).
- 5.9 Media Officers (submitted for 2/11 SC).
- 5.10 Queer Officers (submitted for 2/11 SC).

- 5.11 Welfare Officers (submitted for 2/11 SC).
- 5.12 Wom\*ns Officers (submitted for 2/11 SC).
- 5.13 President
- 5.14 Secretary
- 5.15 Education Academic Officer
- 5.16 Education Public Affairs Officers
- 5.17 Activities Officers (not submitted)
- 5.18 Arts Officers
- 5.19 Clubs & Societies Officers
- 5.20 Environment Officer
- 5.21 Media Officers
- 5.22 Queer Officers
- 5.23 Welfare Officers
- 5.24 Wom\*ns Officers

**6. Standing Committee Reports**

- 6.1 Staffing Sub-Committee.
- 6.2 Finance Sub-Committee.

**7. Motions on Notice**

- 7.1 Media Department Budget
- 7.2 C&S Regulation Changes (notice given 20/01/2011)
- 7.3 Proposed C&S Regulation Changes (notice given 10/02/2011)
- 7.4 Play With Your Food cutlery
- 7.5 Regular Meeting Schedule

**8. General Business (Motions without Notice)**

**9. Next Meeting**

**10. Close**

**Meeting declared inquorate at 11:30 AM by Rachael Lim**

**Agenda Item 1: Procedural Matters**

**1.3 Attendance**

2011 Office Bearers

Dominique Ottobre (Secretary), Rachael Lim (President), Maddie Egan (Environment), Tim Forster (Media), Geir O'Rourke (Media), Elizabeth Redman (Media), Mark Kettle (Education Academic), Devrim van Dijk (Activities), Jonathon Webb (Activities), Missy Henderson (Welfare), Liam Hedge (Welfare), Esther Bohmer (Wom\*n's), Katelyn Grimmer (Wom\*n's), Rhin Maes (Queer).

2011 Students' Councillors

David Haidon, Emily Hughes, Jadon Mintern, Grace Mugford, Kara Hadgraft, Springer Zhang, Liz Errol, Liam Byrne.

Others

Lucas Smith, Bridie Walsh, Jesse Marshall, Patrick Sheehan, Noni Sproule, Abby-Sian Gyde (minute taker)

**Absent**2011 Office Bearers

Justin Nott (Arts), Luke Nicholls (Queer), Erin Handley (Media), Danielle Asciak (Arts), Cassandra Lutzko (Clubs and Societies), Stephanie Field (Clubs and Societies), Elliot Wall (Education Public), Audrey Irish (Education Public),

2011 Students' Councillors

Richa Deshpande, Liqun Yin, David Evans, Adam Song, Grant Ross, Daniel Baker, Charley Daniel, Nick Jarman, Rachel Walters,

**1.4 Apologies**

The following apologies were received:

2011 Students' Councillors

Rachel Walters, David Evans, Nick Jarman

**1.5 Proxies**

The following proxies were received in a timely fashion:

Nick Jarman to Charley Daniel

**Agenda Item 4: Correspondence****4.1 NUS Office Bearers**

**Because the NUS National President and National General Secretary had made themselves available at this meeting to discuss NUS with Students' Council, informal discussion about the NUS 2011 Operating Budget and function of NUS was had after the meeting had been declared inquorate. Notes of that discussion are recorded here.**

Jesse Marshall, NUS National President and Patrick Sheehan, NUS General Secretary distributed to Students' Councillors and Office Bearers copies of the NUS 2011 Operating budget, as well as a letter detailing individual line items and what they meant.

Patrick then moved on to explain the budget, and that expenditure within the budget was broken down by department. He explained that the budget of NUS is formulated following submissions made by all NUS Officers regarding what expenditure they deem necessary for the function of their department in that year. The submissions are made to a sub-committee of the National Executive members of NUS, which, like Officers, are elected at the National Conference the previous year. The budget is then discussed and deliberated on by members of this sub-committee (Budget Review Committee), and then adopted. Wages for Officers are calculated based on the Federal minimum wage, and on constitutional requirements regarding an Officers rate of pay.

Jesse then spoke to the matter of affiliation. He explained that departmental budgets were quite lean in order to make the small amount of money that NUS has stretch as far as possible. Often where there were situations where Officers could make use of the same pool of funding or share it with other Officers, they would. He also explained that NUS can only budget for affiliation fees they were likely to receive, which is why NUS had formulated a very conservative and lean budget, in case affiliation fees were substantially less than expected.

Liz Errol about the amount being spent on mobile phones, and if NUS also used landlines.

Jesse answered that yes, Officers use landlines wherever possible, but that mobile phones were important for National Officers to have, particularly those that travel a lot, as students and media expect to be able to contact National Officers at all times. It was also important that Officers be able to contact other Officers, students and media at all times. Patrick also explained that phone budgets for Officers without phones being paid for were subject to scrutiny and had to be reimbursed. This is done so that where there were suspicions about how much an Officer was claiming to spend, there was a way to have those questions answered.

Madeleine Egan inquired as to why the Environment department budget was so small.

Jesse replied that this was due mostly to the department Officer being unpaid (a constitutional requirement) and because the department itself had a bit of functional crossover with the AYCC. He also explained that if Officer pay was to be changed, it would have to be moved as a constitutional amendment at National Conference.

Patrick then outlined general reimbursement procedures. Either, Officers would need to submit a written proposal, including detailed costs and why, which would then be approved by the National President and General Secretary, at which time purchases could be made. Otherwise, Officers could purchase the materials first out of their own money, and then apply for a reimbursement from the National President and General Secretary.

Questions were raised as to whether or not this process of applying for reimbursements could be abused by the National President and/or General Secretary for political reasons. Jesse and Pat replied that convention was that as long as the reimbursement was legitimate, reimbursements had never not been approved. Jesse and Pat also noted that Officers could make applications for reimbursements, etc. to the National Executive of NUS.

Questions were asked as to why the expenditure of NUS was skewed towards administrative costs.

Jesse replied that as a national organization, like many others, NUS naturally had many administrative costs, such as the employment of a bookkeeper to ensure NUS' finances were in order, employment of a research officer to assist in the preparation of material and research for campaigns, etc. However, wherever possible, those costs had been shrunk, such as the bookkeeper being employed only a few days a week and other deductions. He also stated that any increased income that NUS would receive, likely from unforeseen increases in affiliation fees, would be going directly into campaign budgets, as administrative costs were at the bare minimum required for the organization to function.

He also spoke to the honoraria of paid Officers. Jesse discussed with Council how it was important for NUS to pay its Officers a living wage so that they could maximize the amount of time they spent doing the necessary work and running and coordinating effective, well planned campaigns instead of not focusing the majority of their energy on their jobs as Officers in the Union. The travel allowances, too, allowed Officers the ability to travel to member campuses interstate as needed, so that they could liaise with members and officers at those member organizations in an effective manner, and assist them in running campaigns, remaining accountable to their organizations (as is the case of coming to UMSU's Students' Council) and assisting officers in training, development and other necessary endeavours.

Questions were raised about the process of accepting affiliations to NUS. Patrick outlined the process whereby student organizations would apply to become members of NUS, needing to meet certain requirements (such as being democratically elected student representatives). Once these requirements were met, campus affiliations were determined based on a certain rate (\$5.45 per student, indexed for CPI), which is multiplied by the EFTSL for the campus. Therefore, if a campus had a higher number of students by EFTSL, then that campus would be billed at a higher rate than campuses with fewer students. So, student organizations on bigger campuses are representative of more students. Campuses can then apply to NUS for a reduction in the affiliation fees that they have been billed for. These fee reductions are considered by the Fee Review Committee of NUS, which is a sub-committee of the members of National Executive.

Questions were also raised in regards to the process of becoming a National Officer Bearer. Jesse outlined the process, whereby any student from a member campus of NUS (that is, any student from any campus that is affiliated to NUS) would simply be able to nominate for a position, to be elected at the NUS National Conference at the end of each year.

Patrick also suggested that it would be useful for Students' Council if he brought along a list of campuses and how much they had paid in the past as a means of comparison.

Liam Byrne stated that in the past, UMSU had traditionally paid something in the vicinity of \$80,000 to \$90,000 in affiliation fees. He also reminded Students' Council of the value of NUS, and their importance in acting a peak representative body for all students in the higher education sector, and NUS' role in lobbying for change within the sector.

Geir O'Rourke raised queries of where further cuts could be made to NUS, stating that this was most likely an issue of relevance – what was still relevant to the students at the member campuses of NUS. Jesse answered that whilst issues of relevance where always important, and students at member campuses could bring these up at any time (and particularly at National Conference) that cuts had been made, or rather, costs streamlined where possible (particularly in administration), and that NUS would not like to have to make reductions in campaign and activist areas of the budget.

**Agenda Item 9: Next Meeting**

Yet to be determined.

**Agenda Item 10: Close**

**Meeting closed at 11:30 AM**

**Certified by Chair:**

**Signed:**

**Dated:**