



MEETING MINUTES
6th ORDINARY MEETING OF THE
49th JAMES COOK UNIVERSITY STUDENT ASSOCIATION COUNCIL

Meeting opened by **Sebastian Romhany** (President, Chair) at **11:59am on Tuesday 3rd September 2019**

Present:

Sebastian Romhany (President) Tom O'Grady, Phillip Kirk (Vice President), Harrison Hughes (Cairns Campus Officer), Kyran Mellor (Townsville Campus Officer), Klara Lindstrom (International Student Officer), Haley Harding (Equity and Diversity Officer), Rei Asai (Acting Postgraduate Officer), Alison Edwards (General Manager), Catherine Fraser (Secretary), Professor Laura-Anne Bull (VC Nominee)

1. APOLOGIES AND PROXIES

Nil

RESOLVED:

That the agenda be amended to hear Item 6.9 Finance Officer Report first.

Moved: SR
Seconded: TO
All in Favour

6.10 Finance Officer Report

KG presented report. Year to date figures show JCUSA is operating at a profit. There is a variance in Townsville campus activities due to the timing of social sports payments being received. Fitness centre is currently running at a profit. SSAF spending is currently on track. Councillors advised to email KG if there are any further questions.

KG left room at 12:07pm

2. DECLARATION OF CONFLICTS OF INTEREST

Nil

3. APPROVAL OF UNSTARRED ITEMS

All items starred

4. CONFIRMATION OF MINUTES & FLYING MINUTES

4.1 Minutes of the 5th Ordinary Meeting (25th June 2019)

4.2 Flying Minute – "That Mr Phillip Kirk as the Vice President of the JCUSA Council be appointed as the Responsible Officer to manage any feedback/complaints lodged by Ms Fiona Boyce in regards to the JCU Gym (20th August 2019)

RESOLVED:

That items 4.1 and 4.2 are confirmed as a true and accurate record.

Moved: SG
Seconded: KM
All in Favour

5. LEGAL MATTERS

Nil

6. REPORTS

6.1 President's report

EVENT / ACTIVITY	DATE	FEEDBACK / OBSERVATIONS
International Support Team Webinar	2 nd and 3 rd July	
O'Week Events (Touring Townsville, The Strand, Billabong Sanctuary)	O-Week	Events went well and attendance was higher than last semester for some events.
Publication of issue of the Bullsheet (First printed edition)	August	Got some great feedback from students and staff.
Market Day (Cairns)	31/07/2019	
Presentation at Maggie Grant Leadership Day	17/08/2019	Did a quick presentation to Medicine Clubs regarding what their affiliation with JCUSA can offer and how they can collaborate with us.
Around the World in 80 Days	24/08/2019	Event went extremely well, all who attended seemed to have a great time.

MEETINGS/FUNCTIONS ATTENDED:

- Market Day meeting – 9/6/2019
- Meeting with Students Transitions and Engagement Team 11/6/2019 – Discussed what SP2 events they will hold and how JCUSA can participate/collaborate.
- UniBar Meeting - 11/6/2019
- WHS Discrimination training – 5/07/2019
- Clubs and Societies Meeting – 18/07/2019: Discussed dates for grants, how grants will be process with the new online forms and other related information.
- Meeting with ISA, Intl. Support and 7 other clubs – 14/08/2019 – Planning and involvement in Food festival.
- 2nd Special Council Meeting – 20/8/2019 – Presented my side of the events regarding a Breach of Discipline lodged against me.
- Uni Bar meeting – 22/08/2019 – Discussed with Regan all of the details regarding the incident outside the UniBar. Sadly, there was not much that could have been done to prevent the incident from a venue perspective.
- Meeting with Jodie Mottram – Ask for assistance in collecting information about the many clubs at JCU. Information to be brought to the "Students as Partners" working group.

COMMENTS / PLANNING

- Planning the International Food and Arts Festival alongside the International Student Association and other clubs to take place on 25 September. Currently, JCUSA would help with logistics, equipment and sorting out power for bain-maries with the university.
- Also working with INSAKA to support them in their Sports event they plan to hold in September.

6.2 Vice President report

EVENT / ACTIVITY	DATE	FEEDBACK / OBSERVATIONS
G'Day JCU	22/07	Went well – More information in event evaluation form
Lunch on the Run	24/07	Went well – More information in event evaluation form
Learners who lunch	25/07	Went well – More information in event evaluation form
Touring TSV	25/07	Went well – More information in event evaluation form
Movie & Hot Dogs	25/07	Went well – More information in event evaluation form
Billabong	26/07	Went well – More information in event evaluation form
Market Day	31/07	Was a great turn out, needed more people for bbq
Free Breaky (Med)	30/07	Went great high turn
JCU Open Day	11/08	BBQ was not in a great location, however went well
Free Breaky (Med)	13/07	Was a little quiet over in med, for unknown reasons

MEETINGS ATTENDED:

- 25/06 - Sports/Media Casual Position Shortlisting (Rachel, Teisha)
- 2/07 – Sport/media position Interviews
- 09/07 – Market Day meeting
- 18/07 – Clubs & Societies meeting
- 13/08 – Clubs and Societies Meeting
- 16/08 – Clubs and Societies meeting Project meeting
- 20/08 – Special Council Meeting
- 23/08 – Clubs and Societies Meeting
- 30/08 – Clubs and Societies Meeting
- 'Other Meetings with Clubs'

COMMENTS / PLANNING

- C&S Grant applications are going well, due to overwhelming number of applications the approval process has taken a longer period of time than expected.
- Acquittals from SP1 2019 have been great with all clubs being proactive and completing them
- Free Breaky is going well with high engagement from students.
- Affiliations have been successful and plans have begun to re-affiliate clubs for 2020 by the end of this year.

6.3 Cairns Campus Officer report

EVENT / ACTIVITY	DATE	FEEDBACK / OBSERVATIONS
COG Weekly Meeting	Fridays, 2-3pm	
JCUSA Leadership Conference	10 th August	Had 7 people from 4 different clubs, very productive with positive feedback
O-Week	July	Busy week, events went well with the exception of Toga, with small turnout.
Movie Club AGM	26 th August	AGM, for new club yet to be affiliated.
Weekly JCUSA Breakfasts	Every Wednesday	Going well, numbers vary. Have engaged with clubs to utilize breakfasts to advertise their clubs and events.
Uni Bar Game Night	23 rd August	65 students attended. Spoke with Cairns Campus Director to move day to Thursday to attract more students.
Clothes Swap	15 th August	Ran alongside student Life. Good event, however noted several ways to improve it for next time.

MEETINGS/FUNCTIONS ATTENDED:

- C+S Meetings (6th- 8th Meetings)
- COG Meetings
- Book Swap meeting
- Student Success Week Meeting
- Cairns Campus Monthly stakeholder meetings
- Special Council Meeting
- Hilton Manager Meeting (for potential student activities)
- Paradise Palms Owner Meeting (for upcoming proposal)
- Movie Club AGM
- Engineers Anonymous Meeting
- Ordinary Council Meeting
- Various clubs regarding grant applications, affiliation and acquittals.

COMMENTS / PLANNING

- Upcoming events include a book swap, fortnightly event for students at Paradise Palms (local resort), monthly executive club member collaboration meeting, and potential clothes swap.

6.4 Townsville Campus Officer report

EVENT / ACTIVITY	DATE	FEEDBACK / OBSERVATIONS
G'day JCUSA	22/07	Busy
Lunch on the Run	24/07	People were very keen for the event
Learners Who Lunch	25/07	Went well
Movie/Hot Dog	25/07	Was un-Australian
The Strand	27/07	People had a great time
Welcome Back	29/07	Large Rush
Market Day	31/07	Went well
Free Breakfast	Every Thursday and some Tuesday	Just a good time.
Around the World in 80 Days	25/08	Well done Klara.
Open Day	11/08	We were placed in an undesirable location

MEETINGS ATTENDED:

- 9/07 – Market Day meeting
- 18/07 – Clubs and Societies
- 09/08 – Students as partners projects
- 13/08 – Clubs and Societies
- 16/08 – Clubs and Societies Project
- 20/08 – Special Meeting
- 23/08 – Clubs and Societies meeting
- 30/08 – Clubs and Societies Meeting

COMMENTS / PLANNING

- Grants going well, taking longer than planned due to overwhelming number of applications. – The online process made it a lot easier for small clubs.
- Affiliations have been going well, had many new clubs which I walked through the process,
- Online Forms are being used in large numbers.

6.5 International Student Officer report

EVENT / ACTIVITY	DATE	FEEDBACK / OBSERVATIONS
Movie Night	25/7	Good event and everyone enjoyed the movie and the free food. Not many people showed up though and we had a lot of food left over.
Billabong Sanctuary	26/7	Everyone was happy as usually but the food catering was really delayed and it took over an hour to get food for everyone. People also didn't take the right food on the day that they had ordered and some people didn't get what they ordered.
The Strand	27/7	Good event, everyone was happy and it went really well. Everyone was happy with the activities at the strand and there was enough snacks for everyone. We had a group of people that didn't turn up on the day.
Welcome back burgers	29/7	Very good and popular event. We had a lot of people coming by and it stayed busy during the whole event. We had sufficient amount vegetarian food which was appreciated.
Market Day	31/7	Went well. We had enough vegetarian food this time and everyone seemed to enjoy the free food. Good turn out of people for the stalls and the temperature was more favorable this time.
Around the World in 80 Days	24/8	Went really well, we sold over 60 tickets and everyone really enjoyed the event. The decorations and food turned out really well. Mariam did some amazing designs and everyone had fun and took part in the games. We had three different clubs performing which was a big hit with the guests.

MEETINGS ATTENDED:

- 9/7 – O-week meeting
- 11/7 – Meeting with Kate and Regan from uni bar
- 1/8 – Meeting with Alex from International Support team
- 20/8 – 2nd special council meeting

COMMENTS / PLANNING

- Science trivia event got moved and then cancelled due to not being able to use the venue. Very unfortunate but we will try to make the event happen later in the semester. Everything is planned and ready so just need to find a new date that works.
- Trying to see what I can help out with at Café International with the international support team. I have regular contact with Alex and Louise about this.
- International food festival is being organized by the cultural clubs and JCUSA is helping out.

6.6 Equity & Diversity Officer report

EVENT / ACTIVITY	DATE	FEEDBACK / OBSERVATIONS
G'Day JCUSA	22/07	This event was definitely more successful this semester due to the announcement made at the International Orientation. However, the international orientation got out early and we had not set up by the time they came out, in the future the stall should be set up in advance.
Lunch on the Run	24/07	This event title was slightly misleading, most people did not realize that it was a scavenger hunt. We had 6 teams participate, possibly advertise better next time. Many people did not like the Vietnamese noodle salad from Aromas.
Learners who Lunch	25/07	Very successful lunch, ended up with lots of left over pizza. Aromas pizza was over-priced.
Movie and Hot Dogs	25/07	It seemed like many people were unsure of the hot dogs. IGA did not have enough buns so they brought bread rolls which were large and overpowered the hot dogs. The amount of food was vastly over estimate
The Strand	27/07	This event went really well, next time we should bring umbrellas and set up on the beach rather than at the rock pool because everyone immediately migrated to the beach.
Welcome back burgers	29/07	Several people sustained burns at this event, the burgers were had a lot of grease. Also, this event was extremely messy and hard to clean up the Amphitheatre after this.
Market Day	31/07	The event went really well, most people had left by 2:00/2:30.
Optus movie	21/08	Very few people showed up because we were forced to move the movie. The movie was extremely hard to follow and next time this event is run it would be better to choose a movie that is less serious. Also, a rugby team was practicing on the other side of the field and kept yelling, making it hard to hear the movie. The coffee cart was a great addition though.
Trash for Treats	23/08	Free lunch Friday was on at the same time, I think this lowered engagement levels. However, we had meaningful engagement with those that participated. People really liked that we were giving away second-hand water bottles.
Around the World in 80 Days	24/08	Overall a very successful event. I think we could have possibly gotten more people had we advertised the drink tab that was offered. Also, event was supposed to end at 12:00 but Uni Bar asked us to leave at 10:30.

MEETINGS ATTENDED:

- 20/08/19 – 2nd special council meeting

COMMENTS / PLANNING

- 21st September – International day of peace
- 10th September – SAFE talk workshop

6.7 Acting Postgraduate Student Officer report

EVENT / ACTIVITY	DATE	FEEDBACK / OBSERVATIONS
O-week	22/7;24/7;25/7;26/7;27/7;29/7;31/7	
Toga night	2/8	Fair number of students (40 or so) turned up to the Uni bar some were dressed in toga and some weren't
Clothes swap	15/8	Good turnout of people coming to the clothes swap
Leadership conference	10/8	Four clubs attended
Free breakfasts	Every Wednesday	Consistently have people turning up to the free breakfast. Even if it is just for a muesli bars and fruit
Kokedama workshop	29/8	Had 8 people attend the event.

MEETINGS ATTENDED:

- meeting with STE about student success week and the clothes swap 30/7
- 2nd Special council meeting 20/8
- COG executive meeting 23/8
- Workers Group Meeting 27/8

6.8 Sport and Recreation Officer report

EVENT / ACTIVITY	DATE	FEEDBACK / OBSERVATIONS
JCU Saints RLFC 4 th Home Game	27/07/19	
Burger BBQ	29/07/19	Very Busy constantly, big hit with students
Market Day	31/07/19	Lots of Vegetarian/Vegan sausages left over from the BBQ. I spent most my time at the JCUSA Sport desk with Jason and Aden, it ran well if a little long.
JCU Saints RLFC 5 th Home Game	04/08/19	
Free Breakfast	12/08/19	Pancakes, Bananas and Ice Cream with Sebastian on the Library Lawns. Ice cream melted very fast but was a hit regardless.
Social Sport	12/08/19	
Interfaculty Basketball	13/08/19	Games ran well, some teams struggled with numbers.
Interfaculty Basketball	15/08/19	
Student Success Week Table Tennis Competition	16/08/19	
Social Sport	19/08/19	Great Atmosphere
Interfaculty Basketball Semi Finals	20/08/19	Good attendance
Interfaculty Basketball Finals	22/08/19	Very entertaining games, but not a lot in the way of presentations for the winners. Room to Improve here
JCU Saints RLFC 6 th Home Game	24/08/19	

JCU Women's Rugby 7's tournament	24/08/19	Great Carnival, I missed the end due to Klara's event
Around the World in 80 Days	24/08/19	Good Atmosphere, I think the platter was a bit much, and the drink tab should have been advertised
Social Sport	26/08/19	

MEETINGS ATTENDED:

- 06/08 Sports and Rec meeting with Teisha Condie and Jason Conn regarding a non-competitive lunch recreation program
- 09/08 Meeting with Jason Conn about UniSport Nationals Rugby League 9's
- 13/08 Meeting with Luke Wilson of JCU RLFC about finding a coach for Nationals 9's
- 14/08 Meeting with Lennon Stathoulis of LSS regarding ways to boost Law student participation in sport
- 16/08 Informal meeting with George Logothetis of Townsville Table Tennis
- 16/08 General Sports Meeting with Jason Conn
- 20/08 2nd Special Council Meeting
- 22/08 Meeting with Vivian Rocky of SASA about hosting a Cricket Tournament
- 22/08 Phone Meeting with Aaron Snape of Saints Cricket about hosting Cricket events
- 26/08 Meeting with Jason Conn and Aden Hawke to discuss Student Feedback from Interfaculty Sport

COMMENTS / PLANNING

- JCUSA Sport have expressed an interest in competing in UniSport Nationals Rugby League 9's. Because of budget and staff workloads it's looking like only a Men's team will be sent, but quality coaches have yet to be found.
- Women's 7's was fantastic, and a great way to strengthen the side ahead of UniSport Nationals. I am of the opinion that this is how we should train all our JCU representative sides ahead of Nationals. We should explore any avenues available to pursue this with the university since it directly reflects on the quality of our sporting programs.
- Lunch activities program is in the planning stages, Ultimate Frisbee, Robotics Club and Townsville Table Tennis are keen
- A cricket 6's tournament is scheduled for 14th September in conjunction with SASA and hopefully Saints
- Interfaculty sport is running well on game days this year, but some faculties still struggle with finding enough participants. Perhaps we need to find another way to promote it or raise the prestige of the competition. The biggest problem I've found is that a large number of students simply don't know that it's on.

6.10 Advocacy report

CF reported there has been a dramatic increase in student appeals regarding academic progression due to the policy changes and the transition period.

7. GENERAL BUSINESS

7.1 Affiliation of South Asian Club

RESOLVED:

That the JCU south Asian Club is affiliated.

Moved: HH
Seconded: PK
All in Favour

7.2 Vending Machines

AE presented report on income from machines. Sales are currently down compared to same time last year. New machines have been placed in the Village. Two machines near Nursing and Medicine were recently broken into and vandalised.

7.3 Riskware Report

AE presented – mainly sporting injuries which can't be avoided. Accident in Fitness Centre when bench pressing without a spotter – changed terms and conditions of gym to include spotter/safe machine.

7.4 Policy Review update

AE advised all policies and procedures are currently being reviewed.



7.5 *Update on Boyce Matter*

PK reported membership was reinstated today. Any feedback or complaints submitted by FB are to be managed by PK.

7.6 *EBA update*

AE reported the EBA is final stages of review. Staff consultation is to take place before a vote. The Union must give final approval before document is sent to Fair Work.

7.6 *Clubs and Societies Project update*

AE reported project is progressing well. KM suggested a forum could be held with Clubs and Societies representatives for consultation on procedures.

7.7 *Performance Appraisal Update*

AE advised these undertaken each year. TC will conduct reviews for Gym staff when she returns from leave.

Meeting closed at 12:41pm

A handwritten signature in blue ink, appearing to be 'SR', with a long horizontal line extending to the right.

Minutes confirmed by Sebastian Romhany
President, Chair

Minutes Prepared by Catherine Fraser
Secretary to JCUSA Council