



**MEETING MINUTES**  
**51st STUDENT ASSOCIATION COUNCIL**

2<sup>nd</sup> Ordinary Council Meeting of the 51<sup>st</sup> Student Association 12pm -1 pm Wednesday 10<sup>th</sup> March 2021

**PRESENT:**

Emily Mulroy (President), Thomas Sherrington (Vice President), Emily Gamze (Townsville Campus Officer), Cherie Lai (International Student Officer), Aminah Khan (Equity & Diverse Officer), Garrett Swearingen (Acting Cairns Campus Officer), Peter Loa (Postgraduate Student Officer), Alison Edwards (General Manager), Kimberly Thornley (Staff Representative), Theresa Priddle (Council Secretary) Maree Dinan-Thompson (DVC Nominee)

**IN ATTENDANCE:**

Meeting opened at 12.01 pm on Wednesday 10<sup>th</sup> March 2021 by Emily Mulroy (President, Chair)

**Acknowledgment of Country**

**1. Apologies and Proxies**

Nil

**2. Declaration of Conflicts Of Interest**

Nil

CL joined meeting at 12.08pm

**3. Approval of Unstarred Items**

The Chair will invite members to indicate which unstarred items they wish to star.

Thereupon, all unstarred items will be deemed to have been approved or noted as approved or noted as presented.

**4. Confirmation of Minutes & Flying Minutes**

- 4.1 Confirmation of Minutes of the 1<sup>st</sup> Ordinary Meeting of the 51<sup>st</sup> Student Association Council – 3<sup>rd</sup> December 2020
- 4.2 Outcome Flying Minute TSV Fitness Centre Specials for 2021 2/12/2020
- 4.3 Outcome Flying Minute Opening of Cairns Gym & Operating Hours 3/02/2021
- 4.4 Outcome Flying Minute AE 02/2021- JCU Fit 101 Hours with SSAF
- 4.5 Outcome Flying Minute to Re-Affiliate the Law Student Society 6/02/2021
- 4.6 Outcome Flying Minute 27.02.2021 Club Member Induction
- 4.7 Outcome Flying Minute Cairns Student Lodge Gym Agreement 25.02.2021
- 4.8 Outcome Flying Minute Re affiliate Club RHINO 3.03.2021
- 4.9 Outcome of Flying Minute Re-Affiliation JCU Marine Society & JCU Zoology 4/03/2021

Ratified and Moved On Block

Moved TS  
Seconded AK  
All in favour

**5. Legal Matters**

Nil

**6. Reports**

- 6.1 Finance Officer Report
- 6.2 President's report

JCU Respect Training – Student Leaders 03/02/2021 Training attended as a Student Leader. The content is heavily tailored to college RA's, however some content is relevant to the positions being on the JCUSA Council.

CBLG Welcome BBQ 10/02/2021 Thankful to CBLG for the opportunity to host a BBQ for students attending the Be-Ready Workshops

CBLG Welcome BBQ 10/02/2021 Event ran smoothly due to designated set up time and also a change of location from CP to Ed Central Amphitheatre

JCU Postgraduate Orientation Presentation @Cairns 15/02/2021 Thankful to JCU for allowing us to speak at the presentations and attend the mingle session with new postgraduate students

JCUSA Movie Night @Cairns 16/02/2021 Larger than expected attendance. Event started with an issue of the Boathouse projector speakers too low, was rectified by adding an external speaker.

JCUSA Market Day @Cairns 17/02/2021 Event was very well planned, however more staff helping at this event would have been a big benefit

JCUSA Speed Friending @Cairns 18/02/2021 Great event, chairs were easily set out in accordance with social distancing rules. Could have added more time per round.

JCUSA Touring Cairns 18/02/2021 Event was impacted due to the wet weather, as the top deck of the party bus was unusable.

JCUSA Gym Open Day and Come Try Sports Day @Cairns 19/02/2021 Great to see students purchasing memberships to the new Cairns gym. I also took some photos of the Come Try Sports day for our records.

JCUSA Trivia Night @Cairns 19/02/2021 Overall, the event went well. At the end Garrett and I had to improvise due to two winners

JCUSA Tablelands Tour 21/02/2021 Overall it was a great event, although unfortunately due to the wet weather and cap on seats there was lower attendance.

Clubs and Societies Induction 24/02/2021 The overall timings of the event went to plan and also invited a JCU staff to speak about JCU

Respect.

#### MEETINGS ATTENDED:

10/12/2020 - Meeting with JCUSA Acting Cairns Campus to discuss O-Week Tablelands Tour event details

- 15/12/2020 – Meeting with JCUSA International Officer to discuss CISA
- 18/12/2020 – Meeting with two medical students to discuss period poverty
- 08/01 – Meeting with President of University Papua New Guinea SRC
  - 20/01 – Meeting with DVC, Students to discuss the Higher Education changes and changes to JCU learning policy
- 21/01 – Meeting with Association Council to discuss details on the Cairns gym
- 22/02 – Meeting with JCUSA Sport and Rec team to talk about Townsville sporting club affiliations
- 28/01 – Meeting with new Bullsheet Editor to outline upcoming tasks
- 28/01 – Meeting with CISA executive for their Monthly Catch-Up
- 01/02 – Meeting with JCUSA Vice President and Campus Officers to discuss main responsibilities over the next two months
- 02/02 – Management Committee meeting for O-Week events
- 03/02 – Clubs and Societies Committee meeting
- 03/02 – Meeting with JCUSA councilors in preparation of the CBLG Welcome BBQ's
- 05/02 – Meeting with JCU Transitions and Engagements about SP1 O-Week
- 08/02 – Meeting with JCUSA Cairns staff about O-Week in Cairns
- 09/02 – Meeting with CAPA Executive
- 09/02 – Meeting with JCUSA International Officer
- 11/02 – Meeting with SoMAG Executive
- 11/02 – Meeting with DVC, Students
- 16/02 – Meeting with JCU NTEU Branch President
- 16/02 – Meeting with The Bullsheet Editor
- 22/02 – Meeting with JCUSA Vice President and Campus Officer in preparation of the Clubs and Societies Induction
- 23/02 – Meeting with The Bullsheet Editor
- 02/03 – Meeting with JCUSA Postgraduate Officer
- 02/03 – Meeting with JCUSA International Officer

#### COMMENTS / PLANNING

- At time of writing this report, plans are in place for a JCUSA campaign discussing the number of online classes for internal students. Would have preferred to start before O-Week, however O-Week preparation was too great. I am in the stages of finding a free campaign management system for all JCUSA elected councilors to have access to for the benefit of organising campaign strategies as it would be best to be prepared and not run campaigns last minute. This should help all JCUSA elected councilors have the ability to input and work on tasks regardless of location and if at home or in the office. Therefore, this system shall also allow other councilors to focus on other particular awareness campaigns on either parking, trimester, tuition and SSAF for example. Also, can be beneficial for awareness themed events too.
- Currently finding my way through the relationships with JCUSA and NUS, CAPA and CISA respectively. As being on the National Executive of NUS, I have that personally connection, but it has been great to meet the executives of CAPA and CISA to further my knowledge on postgraduate and international concerns of students across the nation and overseas. I look forward to leading JCUSA to develop these connections with the national organisations as they can be super helpful for JCUSA.
- In addition to the discussion of finding an online campaign management system, it would also be beneficial to use to increase the social media engagement. Ensuring that Cairns run JCUSA events are featured regularly on social media too. I believe an additional social media activity that can start meniscal would be great to connect the JCU Student Association more in line with the Sport and Rec programs we offer, if possible



6.3 Vice President report

Report to Council (1st Ordinary Council Meeting – 10/03/2021)

POSITION: Vice President NAME: Thomas Sherrington

EVENT / ACTIVITY	DATE	FEEDBACK / OBSERVATIONS
Movie Night	9/2/2021	Massive turnout and very busy night. Managed to offload all the pizza and soft drink.
Market Day	10/2/2021	Very few issues with checks of stall. JCU Rugby was outside their tent but never was when I walked past. Students all seemed to have a really positive experience.
Touring Townsville	11/2/2021	Bus was late and struggled to find where we were. Other than that, event went real smoothly.
Sports Events	12/2/2021	Due to wet weather, no one really showed up to this event. Only people who participated were doing it before/after using the gym.
The Strand	14/2/2021	Students had a positive experience. Only issue (and a major one) is that the bus did not pick us up at the correct time.
C/S Induction Night	24/2/2021	Was not there physically due to self-isolation. Ran pretty smoothly except for the whole issue on Form 198.

MEETINGS ATTENDED:

- 22/02 – Meeting preparing for clubs and societies induction night.
- 3/02 – Clubs and Societies Meeting
- 2/02 – Management committee for O Week
- 21/02 – Cairns Gym meeting
- 1/02 – Meeting with Emily, Gamze and Garrett (Garrett and Gamze)
- 28/01 – Agenda for clubs and societies
- 19/01 – Meeting with President Emily about plans for the year.
- 22/01 – Meeting with JCUSA sport about field bookings

COMMENTS / PLANNING

Been hearing students complaining about online classes. Seems pretty universal. Real frustrations exist around all the pre-recorded lectures and tutorials.  
 Also been hearing about the concerns with parking. More and more frustration about it all. Especially from med. More lights are needed around campus as well and shade.  
 Have not heard too much on trimester issues yet.  
 Some clubs and societies have been quite rude in their approach lately.

6.4 Cairns Campus Officer report

Nil

6.5 Townsville Campus Officer report

Report to Council (2nd Ordinary Council Meeting – 10<sup>th</sup> March)

POSITION: Townsville Campus Officer NAME: Emily Gamze

EVENT / ACTIVITY	DATE	FEEDBACK / OBSERVATIONS
Business BBQ	10/02	Cook at event, not at office beforehand.
Business BBQ	11/02	Set up and began cooking earlier worked really well.
Movie & Pizza Night	16/02	We were down a councilor. If I had of known I would have started a little earlier as we were rushed and 15 minutes behind schedule. 75 students attended and had a great time. Larger outdoor space would be great for eating.
Market Day	17/02	Very large line near entry for memberships, made it difficult for people to walk into market day.



Speed Friending	18/02	Large variety of food, lots of vegan and vegetarian, students had a great time and enjoyed lunch.
Touring Townsville	18/02	Ensure bus knows where to pick up, maybe even bring a speaker to play music (as not many students attended).
Strand Trip	21/02	Confirm with the bus driver when they are supposed to pick up students, encourage more students to attend.
Clubs & Societies Induction Night	24/02	Ran well, lots of people stayed back to ask further questions. Next time book a larger space for more people to attend, rather than go on zoom (COVID capacity issue).

#### MEETINGS ATTENDED:

- 21/01 – Meeting with all councilors regarding the Cairns Gym
- 01/02 – Meeting with Emily, Thomas, & Garret for a weekly Campus Officer catch up
- 02/02 – Meeting with Clubs & Societies Committee for a Clubs & Societies Committee Meeting regarding O Week tasks
- 02/02 – Meeting with Emily, Aaminah regarding the business “O days” BBQ
- 12/02 – Meeting with Emily, Garret & Aaminah regarding the proposed Queer Safe Space
- 22/02 – Meeting with Emily, Thomas & Garrett regarding Clubs and Societies induction Night
- 01/03 – Meeting with Emily, Thomas & Garrett for a quick catch up regarding updating policies surrounding clubs and societies inductions

#### COMMENTS / PLANNING

- I have heard students complain about online classes when they are supposed to be internal students
- No issues have been raised regarding trimesters as of yet.
- The issues with the polices regarding clubs and societies inductions have been disappointing and I have been confused as to why this is even an issue

#### 6.6 International Student Officer report

##### Report to Council (2<sup>nd</sup> Ordinary Council Meeting – 10 March 2021)

POSITION: International Student Officer

NAME: Cherie Lai

EVENT / ACTIVITY	DATE	FEEDBACK / OBSERVATIONS
G'Day JCUSA	12/02	Students are informed of the role of JCUSA and introduced to International Student Officer. Have followed up with some of them after events to continue encourage their participation in O-Week activities. Morning tea session was lasted only 15 minutes and was insufficient to explain the details of membership options. This program was not in usual practice as the number of attendees is much lower than previous years and the format has changed. 15-minute was insufficient to interact with all participants and make effective interactions. To deliver a clearer and more efficient introduction, I suggest that we could have a short video produced introducing our organization and membership options we can play at events.
Movie Night	16/2	COVID instructions were thoroughly followed. Although it felt a bit short of staff during registration and serving food, some students initiated to help guiding the others to scan the COVID safety QR code. The quantity of food was more than sufficient, with the vegan options left behind. We had some for the students to take home and they gladly did so. Popcorn was a bit unnecessary as they could not take it to the lecture rooms. Some new students could not find their way to the movie theatre. Suggest to have signs printed and displayed outside venue.
Market Day	17/2	Most students were well-catered. Some were discouraged when the card machine was not available for selling soft drinks. COVID instructions followed.

*E. Mulvey*

Speed Friending	18/2	COVID safety instructions were followed and complied. Students were very engaging in conversations. Students hanging out in groups during lunch afterwards. All students found the food delicious and asked for second/third rounds. Overall found enjoyable by all students. Caterer was 5 minutes late but unable to inform the office. Not a bit issue since students were engaged in their conversations. We were unable to turn on the speaker to play music during event. In the future, suggest to provide the contact of councilor on-site to the caterer to have to make direct contact in case of emergency.
Strand Outing	21/2	All attendees were satisfied with the event despite the issue of return transportation. Since it is an outdoor activity, would suggest to leave a person in charge number to the participants so they could call us for emergency purpose.
Café International	23/2; 2/3	Locals and international students getting to know each other. Great opportunity connecting the students and promoting our activities. Possibly be one of the events to recruit the international student committees.

**MEETINGS ATTENDED:**

- 22/2 – OGM Meeting with CISA discussing common goals to advocate for international students. I.e. Tuition fee flexibility campaign, mental health for onshore international students and those who are stuck overseas.

**COMMENTS / PLANNING**

- Some international students came to me raising concerns about their mental health issues. Believe that we could get involve in collaboration with JCU Wellbeing team on promoting free counselling service, chaplaincy and resources from external organizations. CISA is putting together a resource pack, we can modify from there.
- Recruitment process can begin for the international student committee. This committee will focus on troubleshooting common concerns and issues of international students, to extend our helping hands to more students and to organize events that are student-centered.
- CISA is looking at forming a working committee for tuition fee flexibility campaign. With consensus from President Emily, JCUSA will be indicating interest to engage and contribute to the campaign actively. This will align with the council's direction on online classes and tuition fee relief.

6.7 Equity & Diversity Officer report

Nil

6.8 Postgraduate Student Officer report

**Report to Council (2nd Ordinary Council Meeting – 10<sup>th</sup> March 202)**

**POSITION: Postgraduate Officer NAME: Peter Loa**

EVENT / ACTIVITY	DATE	FEEDBACK / OBSERVATIONS
Postgrad Survey		Surveyed Facebook group for postgrad social interest. Only 6 people replied.
Respect Leaders Training	3 <sup>rd</sup> Feb	Needs more lgbtiq content JCUSA staff needs to advocate as well
Postgraduate Orientation (only coursework students)	15 <sup>th</sup> Feb	Gave an overview of JCUSA presentation. Free food and drinks after Multiple groups presented, counselling, transitions, student centre etc  Should have brought JCUSA leaflets, event pamphlets, membership sign up sheets
Trivia Night	19 <sup>th</sup> Feb	Cancelled Need to have another one
Market Day	17 <sup>th</sup> Feb	Find ways for online signups for JCUSA membership
Strand trip	21 <sup>st</sup> Feb	Should have advertised more. Would have been great to do a Facebook post about it and highlighted the event for future advertising next year  Bus did not stay for the afternoon trip back

**MEETINGS ATTENDED:**

*E. Mulvey*

Postgrad Coffee catchup	19 <sup>th</sup> Feb	Chatted with interested postgrad students. Discussed social activities. Summarised meeting with an email but no response
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Attended CAPA's (Council of Australia's Postgraduate Associations) ACM (Annual Council Meeting) 5<sup>th</sup> – 6<sup>th</sup> December

#### COMMENTS / PLANNING

- Been hearing students complaining about the clubs induction form requirement
- I believe we could get involve in advocating for online clubs signups like Campus Groups
- I have been planning this a postgrad committee meeting
- We need to survey the clubs and societies for feedback – JCUSA, ?Jason to do

6.9 Sport and Recreation Officer report

6.10 Advocacy report

MDT joined meeting at 12.19pm

#### 7. General Business

7.1 Approval of POL003 WHS Policy 20210224

Moved TS  
Second EG  
All in Favour

7.2 Approval of POL020 Health & Wellbeing Policy 20210225

Moved TS  
Second GC  
All in favour

7.3 Motion from General Manager 25022021

Motion not carried

Motion to move funds into a Term Deposit

Motion postponed and an amendment to the motion will be put forward and discussed at the Special Council meeting on Wednesday 31<sup>st</sup> March 2021

*'That the Association will investigate alternative banking options to our current accounts which do not support the fossil fuel industry. This will be discussed at the next council meeting of 2021.'*

Moved GS  
Second AK  
All in favour

7.4 WHS Report 20200923 to 202102

7.5 Motion from General Manager 20210226 WHS Changes to WHS Codes of Practice

That the General Manager is provided sufficient resources and work load re-allocation to update all JCUSA documentation that references the national and state Safe Work Codes of Practices.

Motion Carried  
Moved TS  
Second KT  
All in favour

7.6 CL International Officer KPI

7.7 TS Vice President KPI

7.8 Motion to Council Amendment of Clubs & Societies Regulations TS 20210302

The stipulated minimum number for new and defaulted clubs and societies present a barrier for such clubs and societies to meet the requirement to affiliate and/or re-affiliate.

Motion Carried  
Moved TS  
Second AK  
All in favour

MDT left meeting at 12.41 pm



7.9 Opening of Nominations for Casual Election of Cairns Campus Officer 2021

Nominations open 9am Tuesday 16<sup>th</sup> March 2021

Nominations close 4pm Thursday 30<sup>th</sup> March 2021

Nominations to be considered at Special Council meeting on Wednesday 31<sup>st</sup> March 12pm – 1pm

Moved TS  
Second PL  
All in favour

Meeting closed at 12.55 pm

**8. Question Time**

Members of the Student Association may direct questions in writing to officers of the Student Association through the Secretary. Questions may be put on notice.

Theresa Priddle  
Secretary to JCUSA Council

*E. Mulvey*