



**NOTICE OF MEETING**  
**47<sup>th</sup> STUDENT ASSOCIATION COUNCIL**

Notice is hereby given of the **11th Ordinary Council Meeting** of the 47<sup>th</sup> Student Association Council (11/47, 11/17) to commence at **3.00pm to 4.00pm on Monday 11<sup>th</sup> July 2017.**

**Location:** Building 133; JCUSA Conference Room (Townsville), JCUSA Cairns Office linked by Virtual Meeting Room.

**1. APOLOGIES AND PROXIES**

**2. DECLARATION OF CONFLICTS OF INTEREST**

**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 10th Ordinary Council Meeting minutes – 12 June 2017 (10/47; 10/17)

4.2 Flying Minute: Vending Machine Provider- 23 June 2017

4.3 Flying Minute: Cairns International Ball- 26 June 2017

**5. LEGAL MATTERS**

**6. REPORTS**

6.1 President report, & Acting - Cairns Campus Officer report

6.2 Vice President report & Acting - International Officer report

6.3 Townsville Campus Officer report

6.4 Equity & Diversity Officer report

6.5 Postgraduate student officer report

6.6 Finance Officer report

**7. GENERAL BUSINESS**

7.1 Social Media Policy

7.2 Uni Bar

**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.

Catherine Fraser  
Secretary to JCUSA Council



**MINUTES of 11<sup>th</sup> ORDINARY COUNCIL MEETING**  
**47<sup>th</sup> STUDENT ASSOCIATION COUNCIL**

Meeting opened at 3:08pm on Monday 11 July 2017 by JA (Chair)

**PRESENT**

Stephen Naylor (VC Nominee), Adam Tilbrooke (Postgraduate Officer), Teisha Condie (Staff Representative), Sydney Jones (Vice President & Acting International Officer)

*Via Video Link:* Jesse Argent (President & Acting Cairns Campus Officer), , Tara Gopal (Equity & Diversity Officer) Theresa Priddle (Acting Secretary to JCUSA Council)

*Via Phone:* Michael Kane (Townsville Campus Officer)

**IN ATTENDANCE**

Hala Hijleh (Associate Member)

**1. APOLOGIES AND PROXIES**

Catherine Fraser (Secretary) - Apology

**2. DECLARATIONS OF CONFLICT OF INTEREST**

None

Move to amend agenda to include

4.4 Flying Minute: Acting General Manager

7.3 Operations

7.4 Finance

Moved: JA  
Seconded: AT  
All in Favour

**3. APPROVAL OF UNSTARRED ITEMS**

7.1 Social Media Policy

7.2 Uni Bar

7.3 Operations

7.4 Finance

4.1 10th Ordinary Council Meeting minutes – 12 June 2017 (10/47; 10/17)

4.2 Flying Minute: Vending Machine Provider- 23 June 2017

4.3 Flying Minute: Cairns International Ball- 26 June 2017

4.4 Flying Minute: Acting General Manager

Carried /Approved



#### **4. CONFIRMATION OF MINUTES & FLYING MINUTES**

##### **4.1 10th Ordinary Council Meeting minutes – 12 June 2017 (10/47; 10/17)**

Moved: JA  
Seconded: TCK  
All in favour

##### **4.2 Flying Minute: Vending Machine Provider- 23 June 2017**

That Coca Cola be appointed as the sole drink and snack vending machine provider from 1 July 2017 on JCU Townsville and Cairns Campus

Moved: JA  
Seconded: SJ  
All in favour

##### **4.3 Flying Minute: Cairns International Ball- 26 June 2017**

That approval be given to pay the deposit for the Cairns International Ball Venue Hire costs to the total of \$1535 by Monday 3 July 2017

Moved: JA  
Seconded: AT  
All in favour

##### **4.4 Flying Minute: Acting General Manager**

That approval be given to Teisha Condie-Keating to step into the role of Acting – General Manager while Benita Bosch is away

Moved JA  
Seconded: AT  
Agree: JA, AT, MK, SN, SJ, TG  
Abstain: TCK

SN pointed out that if instead of flying minutes you can use a circular resolution,

JA was of the understanding that you could use the flying minute as long as it was brought back to the board for ratification.

Circular resolution only has to be brought back for noting in the meeting.

SJ suggested checking with the constitution to check with the wording.

JA proceeded to check and read to all in the meeting. It was suggested to put a column for Circular resolution in the minutes

#### **5. LEGAL MATTERS**

None.



## **6. REPORTS**

### **6.1 President report, & Acting - Cairns Campus Officer report**

No report received

### **6.2 Vice President report & Acting - International Officer report**

SJ gave a verbal report regarding her recent trip to the Council of International Students of Australia conference in Canberra, it was very successful and she learnt a lot talking to other Student associations about what works for their International students and refreshed her and it gave her a lot of new ideas.  
JA Keen to catch up and see how to incorporate it in JCU SA

### **6.3 Townsville Campus Officer report**

No report received

### **6.4 Equity & Diversity Officer report**

No report received

### **6.5 Postgraduate student officer report**

No report received

### **6.6 Finance Manager report**

No report received

## **7. GENERAL BUSINESS**

### **7.1 Social Media Policy**

JA JCU council passed a policy at their council meeting in June, a new policy was passed and was sent out to all JCU students.

SN its a policy that is now enforceable for all students in the scope of it. I sent it on as a courtesy to the Student Association. It is meant to be both a pro-active instrument but also to give guidelines of acceptable behaviour so the student association need to be aware as you do social media and by virtue you have JCU under your name that you come under this particular policy. The policy defines the various components of social media, facebook , twitter... People can use these mediums but when JCU is associated with any you must adhere to the policy. Any private posts or email are fine .The behaviours of the policy are expected to be upheld and there are penalties under the code of conduct.

JA all of our advocates have received a copy of our social media policy so they are aware of how to address this problem if it arises. It's a good idea for all the council to be familiar and aware of what the policy is about and the ramifications or consequences are if it is breached.

SN there is also points and reference if you are confused or not sure if something crosses the line and can offer advice if needed. Be careful with what it put out there, social media has a history, so be careful that what is under your Toga, stays under your Toga. Once it's out there it's out there forever.





The policy is also there for staff and council members of the university, from the Chancellor to every member of the organisation.

**AT** suggested to post on social media for students to keep in mind the universities policy

**SJ** sounds like JCU is trying to control what the students post. Some don't have any reference of JCU so it's not representative of JCU.

**SN** Any offensive, liable references to JCU are not allowed. Any reference or association to JCU is covered by this policy.

**TCK** as a council check that we have a social media policy and to get it updated. Then send to staff.

**MK** re policy point 1.5 does this fall under the policy?

**SN** probably not as it is your opinion, if you were to abuse or accuse someone then it may be.

## 7.2 Uni Bar

**JA** {read email sent to council from Brett Dinsdale to General Manager cc Robin Fallen

In conclusion:

They are open to let Reagan to run Friday night events in conjunction with us and the arrangements or remunerations of those events will be up to us and Reagan to coordinate and any adhoc events that they would like to include catering as well, that can be done under Shamrock Hotel licence, so we don't necessarily need to go to Aroma first or anyone else, they have given approval for Reagan's licence to cover that as well. That could be beneficial also for any of our events that we are looking at using the bar and get Shamrock to do catering, to me this is a good scenario and a good way to move forward with a bit more encouragement and flexibility from the uni.

**SN** under this arrangement do you have a contract with Reagan or the Shamrock, is it a percentage. His is a good opportunity for the SA to generate some revenue, this the area where you can generate big numbers.

**MK** is it formal or informal agreement..

**JA** of the understanding that are currently in process of negotiating an agreement. Reagan emailed Karina and provided her with the agreement they were on when they started which was, i believe, made with the last council, and asked Karina to review and see if it was still current and still happy to go with or if not sit down and discuss a new agreement, not sure if that has been done.

**TCK** is this something only I can chase up for you

**JA** we need to get onto this as one of our events in O week need to use the bar

**MK** spoke to Reagan and meeting on Friday

**TCK** will bring copy of agreement to planning meeting and go forward from that

**SN** has anyone looked at what other venues get in percentage

**JA** Reagan provides maintenance of the venue, all the liquor, security and entertainment, we provide the licence, he uses our name to pay for a cheaper licence and we technically-untechnically supply the venue.

**TG** why did we choose Reagan in the first place

**SJ** from last council, Reagan was in a large event management

**TCK** does similar events around Townsville and wanted to get into uni events he filled a gap that we needed to be filled as we didn't have to run it ourselves.

**MK** asked about the future plans of uni bar as he heard it was getting pulled down and rebuilt.

**TCK** discussed master plan re building in Townsville

2 year plan

Master plan not in

Funding not approved

Estates for Cairns master plan

**JA** can we get a copy of master plan

**SN** will try to get report that can be shared with the SA



JA found out recently that we are losing our student zone shortly

TCK may have some information about that, spoke to Karina, Estates office sent email to SA a very large cleaning bill for that area sent bill to BB and BB said not paying it so cleaning said if not payed you will lose the space. I have just found this out and now this is a question I need to go to Robyn with

JA what is bill for, heard it was for carpet cleaning, there is no carpet in there. We have food lab and bike zone and bike zone has been there for last 2 years and has not been cleaned in this time.

TCK will look into it and get back. Do you need this space?

JA has video conference equipment in there supposed to be our meeting room

SN check with estates to see if there is a cleaning contract for that area

Back to Uni Bar

AT need a contract and needs to be in writing can negotiate maybe try to improve it, may be able to double your income

MK does mandatory licence apply to us

JA not if we keep operating under our current community licence.

MK what about 1am lockout

JA this will have to be discussed in the licence meeting

### 7.3 Operations

3.50pm motion to move in camera

Moved JA  
Seconded SJ  
All in favour

Hala & Theresa left the room

3.56 move out of camera

Teisha Condie-Keating agreed to be appointed the role of Acting General manager for the time being.

TCK do we need to discuss roles and responsibilities in my role of staffer I think it is important to keep all other staff of the association in the loop as much as we can. Did the email that JA sent out give out enough information

HH staff were not so clear to start with what was the role of the General Manager, we have to appreciate that it is not very systematic but we all have to work together as a team we are all in a difficult position but more than that if we ask for more at this stage we are putting a lot of burden on you and JA but considering the circumstances we are under in I am not in the position to and ask for more than that person is capable of doing as we all are working very hard.

JA as council we will may have to decide, including TCK, with TCK currently doing Acting General Manager looking at the possibility of having someone else as staff acting staff representative, don't want the issue to conflict between roles, can we nominate someone else

TCK can we nominate Hala

HH happy to nominate if the staff would like to vote for me i am happy to sit as a representative.

SJ agree because General Manager is a member but is a nonvoting member of council in regards to voting tallies

TCK it's a bit of a grey area and I would rather step out until it is settled.

JA TCK to put to staff that council suggested that Hal be the staff rep

HH if anyone else is interested then we can vote but if no one else interested I will be staff rep, as an interim until TCK gets back



**7.4 Finance**

**JA** move a motion that Amanda Wirth be added as signatory and be given full access to all associations' accounts, banks, and finance.

**Moved JA  
Seconded SJ  
All in favour**

**8. QUESTION TIME**

Meeting closed at 4.11 pm

Prepared by Theresa Priddle  
Acting Secretary to JCUSA Council

Confirmed by Jesse Argent  
President & Acting-Cairns Campus Officer - Chair