



NOTICE OF MEETING
47th STUDENT ASSOCIATION COUNCIL

Notice is hereby given of the **12th Ordinary Council Meeting** of the 47th Student Association Council (12/47, 12/17) to commence at **2:00pm to 3:00pm on Monday 14th August 2017**.
Location: Building 001; 021 (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 11th Ordinary Council Meeting minutes – 11 July 2017 (11/47; 11/17)

5. LEGAL MATTERS

5.1 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 Undergraduate Awards
- 7.2 Revised Discrimination, Bullying and Harassment Policy
- 7.3 Agreement between JCUSA and RA re: 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 12th ORDINARY COUNCIL MEETING
47th STUDENT ASSOCIATION COUNCIL

Meeting opened at 2:01pm on Monday 14th August 2017 by JA (Chair)

PRESENT

Michael Kane (Townsville Campus Officer), Sydney Jones (Vice President, Acting International Officer), Adam Tilbrooke (Postgraduate Officer), Teisha Condie-Keating (Acting General Manager), Catherine Fraser (Secretary)

Via Video Link: Jesse Argent (President, Acting Cairns Campus Officer), Hala Hijleh (JCUSA Staff Representative)

IN ATTENDANCE:

Vanessa Canon (Chief of Staff), Nola Kuilboer (Executive Officer), Aaminah Khan, Jack Middleton, Edward Harridge, Aaron Lau

1. APOLOGIES AND PROXIES

Tara Copal (Equity & Diversity Officer) – Proxy given to Sydney Jones
Stephen Naylor (VC Nominee) – Proxy given to Jesse Argent

2. DECLARATION OF CONFLICT OF INTEREST

No conflicts of interest declared.

All in attendance stated their role and capacity of attendance

JM: Ordinary Member, Undergraduate representative on the Academic Board and President of Business Society

AK: Ordinary Member

AL: Ordinary Member, President of Veterinary Society

EH: Ordinary Member, Member of JCU Council

3. APPROVAL OF UNSTARRED ITEMS

RESOLVED

That the agenda be amended to move Item 5.1 as the last item to be addressed

Moved: JA
Seconded: MK
Carried

4. CONFIRMATION OF MINUTES AND FLYING MINUTES

EH: Questioned when Ordinary members gets to view the minutes as they cannot comment on them without having had time to peruse them

JA: Stated that the minutes are uploaded to the website after the are confirmed at the next meeting for all ordinary members to view. Time can be allowed now for guests to view and comment.

EH: Questioned why the text of the Flying Minutes were not included in the minutes



CF: Stated normally they would be. This was an oversight as the minutes of the last meeting were prepared by TP acting as secretary due to my absence.

AK: Questioned when and how notice was given for this meeting

CF: Stated notice and the agenda is posted at least 5 days prior to the meeting on the Student Association noticeboards, website and a post on Facebook to increase awareness to all ordinary members including remote and external students

RESOLVED

That the minutes of the 11th Ordinary Meeting be amended to include the text of the Flying Minutes

Moved: SJ

Seconded: MK

All in Favour (SN abstain)

6. REPORTS

Full reports will be attached as an appendices to the minutes of the meeting

Each Council member gave a summary of their reports.

JA: O Week was a great success. Cairns increased their members by 80. 51 Stallholders attended Market Day (compared to 22 in 2016)

SJ: Never Ok campaign, organised Leadership forum, working on Daintree trip and Cairns International Ball

MK: Free BBQs each week, Club and Society grants have been approved and distributed

AT: Meeting with Postgraduate students, attended panels as Postgraduate representative

TK: Congratulated all council and staff for efforts during O Week. All reports from JCU have been positive that O Week was very successful

7. GENERAL BUSINESS

7.1 Undergraduate Awards

JA: Read out email

Discussion took place about if funds would be required to affiliate with the program and where this would come from. All agreed it would be a positive initiative for students and the JCUSA to be involved in.

JA: Will find out more information about what is involved and the commitments required.

7.2 Revised Discrimination, Bullying and Harassment Policy

VC: Previous policy was difficult to find and implement. New policy simplifies the complaints process and gives clear definitions on consent. Policy is an interim document approved by the VC. Additional behaviours that could be construed as sexual harassment have been included. Formal complaints are handled under the complaints policy.

AK: Questioned how this applies to clubs and societies and if incidents occur off campus

VC: The term "or other association to JCU" incorporates clubs and societies and if incidents occur on or off campus. Currently JCU does not have a code of conduct for students and this is being worked on to better describe the boundaries of behaviour for both staff and students.



- HH: Concerned about informal processes being implemented and alternative dispute resolutions
- VC: Complaint can be lodged formally immediately and that it is up to the complainant to decide their preferred method of resolution.
- MK: Questioned the terms with or without consent in regards to hazing
- VC: In some cases participants can consent, report may be made by a 3rd party who believed the activity was inappropriate and regarded as hazing for example the principal of a residential college
- TCK: Gave example of cheerleaders at a sporting even dressed inappropriately, they had consented to the dress but a 3rd party was offended and made a report.
- VC: There are a lot of conversations taking place at present under the current student conduct policy there is a student disciplinary committee and an advocate also sits on that. When a formal complaint is made the respondent is provided with evidence and an opportunity to respond to the allegations which is then fed back through to the Director, Student Services. The student then has the opportunity to attend a hearing with the committee.
- EH: Definition of Harassment occurs when a person or group of people are intimidated, insulted or humiliated, then under the first dot point displays of sexually graphic materials. It's not restricted about being targeted. How is that defined? Could a display of classical artwork depicting nudity be considered offensive?
- VC: There is so much precedent and case law about art
- EH: What about political cartoons?
- MK: There is a difference between satire and offensive material
- EH: The policy seems to restrict freedom of speech, there is a big difference in targeting someone with sexually graphic material compared to expressing your political opinion in a cartoon.
- AK: Art usually is not considered sexually graphic despite that they are nude
- VC: The definition would be subjective to the nature of the complaint
- AK: The intent of the display could also be taken into consideration for example if it was intended to offend someone
- VC: The Broderick Review team has considered that and there is a suggestion that perhaps there needs to be a stand alone policy on sexual harassment which may be introduced after the review report has been received

RESOLVED

That the agenda be amended to include discussion of the Social Media Policy

Moved: JA
Seconded: HH
All in Favour (SN abstain)

7.3 Social Media Policy

- VC: It has been tracked for while now given the trend in student complaints about the escalation of social media. A review took place 12 months ago that noted it was rare JCU did not already have a policy in place. It was established to give guidance to both staff and students about their responsibilities in regards to personal and professional use of social media. Guidelines were also produced as a related document to the policy.



- MK: Point 5 states that staff and students are to act in good faith when responding to social media. Someone could ask and opinion about a lecturer or subject that is negative which could be seen as not acting in good faith could that result in a breach of the policy?
- VC: Expressing personal opinion is fine. It is more when it comes to personal attacks that are considered defamatory that problems arise and these are the most common complaints that have been raised

MK left room at 3:09pm

- AK: Questioned point 10 in regards to profanity
- VC: Some people can take quite offence to profanity. Around the Respect Now Always campaign a student emailed the VC concerned that she was being surrounded by offensive language and saw that as a form of assault. If you express yourself in way that is offensive of profane on social media is always discoverable.
- HH: Question how students were made aware of the policy
- VC: It was sent to all student via the bulletins

MK returned to the room at 3:11pm

- AK: It was heavily discussed at the Mayo lecture
- HH: In regards to good reputation, people still have the right to voice their opinion and the University needs to take that into consideration
- AK: This policy seems to restrict that right
- EH: The scope suggests that it can be applied anywhere the University can be identified. If someone is using social media to harass or annoy it may be better dealt with by the Discrimination and Harassment policy. The policy mentions instant messaging which is not in the public domain and the policy seems to imply the University could discipline someone for sending a text that harm's the reputation. There is a grey area about what is harmful to the reputation which is concerning
- VC: If the complainant can prove that comment meets the definition of defamation or how their reputation has been harmed it could be considered a complaint under this policy.
- AK: Discussed that she has a large online presence on which she posts explicit material which could be considered offensive but is not linked to JCU and is concerned that someone could level a complaint from that. The scope seems to be quite broad at the moment. Suggested that there needs to be a clear definition of when the University is being represented and if it is a personal or professional opinion.
- VC: That is a possibility and will take that feedback to the Advisory Panel.

MK left at 3:18pm



7.4 Agreement between JCUSA and RA re: Uni Bar

- TK: A formal agreement has been established now to secure a percentage of the taking and enable JCUSA to give back to students more.
- SJ: We have been working on connecting RA directly with the halls and colleges as major stakeholders and with Clubs and Societies
- AT: Previously there has been some confusion with communication and this agreement will help with that

MK returned to the room at 3:27pm

- AK: Will this mean it can be open more often?
- TK: That is the plan. JCUSA has established good relationships with Estate to facilitate more events. Previously we haven't had data to take to the Uni to show the support from students.

NK & VC left room at 3:35pm

8. Question Time

JA read email from AK

Two main issues where an increase in staff wages but a decrease in funding to Clubs and Societies and the process for filling casual vacancies on Council.

- JA: Still formulating a detailed response. JCUSA has more staff this year than last year including covering 2 maternity leave positions
- AK: Questioned why Ordinary members were not allowed in the room during the casual elections
- MK: This has been addressed previously
- CF: A response about the process was requested from the Electoral Officer after these questions where previously raised. I can email another copy of it to guests in attendance today

LA, EH, JM, AK left room at 3:43pm

RESOLVED

That discussion of item 5 be moved in Camera

Moved: JA
Seconded: HH
All in Favour (SN abstain)

Discussion moved in camera at 3:44pm

RESOLVED

That discussion be moved out of camera

Moved: JA
Seconded: HH
All in Favour (SN Abstain)



Meeting closed at 4:12pm

Minutes prepared by Catherine Fraser
Secretary to JCUSA Council

A handwritten signature in black ink, appearing to read "Jesse Argent". The signature is fluid and stylized, with a long horizontal stroke extending to the right.

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



Presidents Report – Jesse Argent

Cairns Future Students Presentation

- Hala, Tara, Brenton and myself went and presented to Grade 12 students what the Student Association has to offer when you come to JCU.

Respect. Now. Always

- All Advocates and President met with Vanessa Cannon – Chief of Staff to cover the Respect. Now. Always Campaign, the training, the release, support systems, new policies etc.
- The team then met with all stakeholders regarding the communication and approach around the Respect. Now. Always Campaign.
- A training session with the Manager of Student Equity and Wellbeing for all those frontline staff including advocates was organised and conducted.
- 2nd Stakeholders meeting regarding the Respect. Now. Always campaign and how everything was tracking as well as leading up to the Media Release.
- President, Accommodation Heads and Vice Chancellor met in the Vice Chancellors Office to watch the Live Stream of the AHRC National Survey Release prior to the JCU Media Release
- The JCU Team then went to the ATSIP building for the JCU Media Release in conjunction with the Student Association.
- President Attended the JCU Staff Forum as a representative for the Respect Now Always campaign.
- President and Sandra Harding then presented at the Student Forum and allowed for a Q & A of students regarding the Respect Now Always Campaign.

Together Union

- Met with Valda Graham in regards to the Staff Union and the JCUSA EBA.
- Discussed the Remuneration Committee and having a Union Representative on the Committee.

Remuneration Committee Meeting

- Touch Base with the Remuneration Committee to follow up on the Association and check how its all tracking.

Finance Catch Up

- Spent an hour with the Finance Department to go over the Finance and see how the association is tracking after Semester 1 and to make sure we are on track for Semester 2.

Post O Week Review

- SA caught up together to review O Week and all the events and to prepare for the semester.

Bullsheat

- Had a meeting at the Townsville Office at 8am for the Bullsheat to check we are on track.
- Plan the Articles for the next edition of the Bullsheat
- Multiple Students in attendance and we have a few student articles for this edition.



JCUSA Planning Meeting

- Had a planning meeting for events and the semester.
- Touched on first semester events and how everything went then and how it can all be improved for second semester

UCI Mountain Bike Championships

- Had a meeting with the stakeholders for the UCI Mountain Bike World Championships being held on the Cairns Campus during lecture recess.
- Establishing a relationship between the Student Association and the Mountain Bike team
- Organising opportunities for students to be part of the event and get experience and some qualifications or learning towards their degree.

Vice Chancellors Office

- Working with the Vice Chancellors Office to establish a better connection between the Student Association and the University.
- The ability to put the Advocates or at least the Staff Representative on the Staff Email lists so that the SA is included across all staff communication and aware of any changes and updates.
- Working to get the Advocacy Officers across all policies and procedure changes and allow the input of the Student Association when making these changes.

Cairns Campus Officer Report – Jesse Argent

International Welcome

- Hala, Brenton, Tara, Theresa and myself went and presented at the International Welcome as well as hosted the Morning Tea, Games, Event Sign ups, Membership Sign ups and much more.

Postgraduate Welcome

- Hala and myself went to the Postgraduate welcome and presented to the New Postgrad students what the Student Association has to offer and how they can be involved.

Campus Tours

- Tara, Hala and myself set up our stall/display outside the office for the new students who were being toured around the campus. We explained what the student association has to offer as well as take signups for trips, events, membership etc.
- Presented the Welcome to Country Introduction for the new students.

Campus Scavenger Hunt

- We only had approx. 6 people participate in the Scavenger hunt but then had approx. 15-20 attend the Sausage Sizzle after the race was complete.



Market Day

- Market Day had 51 Stall Holders attend the event this semester. The feedback from University Staff and Students was that the Market Day was the biggest second semester market day the Uni has had.
- We received an extra 60 Association Memberships just on that one day.
- Setup and Pack up of the event was fast, smooth and efficient. The BBQ was a massive hit as well as the party bus, mountain bike championship stall and the Horizontal Bungee.

Clubs & Societies

- Rooms Bookings and Space Bookings for both Townsville and Cairns Campus are still coming through and being completed.
- Met with Engineering students in Cairns who are wanting to start a new club in Cairns, currently working with them to get it happening.

AJ Hackett

- Met with AJ Hackett to discuss the possibility of the JCUSA working in conjunction with AJ Hackett about the Illumination Party and benefits for students.

Cairns Campus

- Cairns Campus Memberships is up from only 100 total members last year to approx. 400-450 members this year currently and still growing.
- The Cairns Office is in the process of offering a beauty therapist in house every Friday for the rest of this year at student prices.

Free Breakfast

- Cairns Campus has completed 3 free breakfast so far and has had approx. 80 people at the first, 60 at the second, 75 at the third and still growing. The feedback from the breakfast is that they are loving the variety of bacon, eggs, fruit, biscuits, juice, milo etc. They also like the fact that the day for Free Breakfast keeps changing with allows for students that don't attend on certain days to still be given the chance for free breakfast the days they are here.

Vice- President/ Acting International Officer - Sydney Jones

MEETINGS / FUNCTIONS ATTENDED:

- Airport International Arrivals
- G'Day JCU
- International Orientation
- International Support Webinars
- Touring Townsville
- Pub Crawl
- Billabong
- Magic Maggie
- Toga



- TSV Planning meeting
- Market Day
- Briefing for student representatives: AHRC report
- Meeting with Stephen from Metropol
- UniBar meetings with Regan
- Meetings with RSA's of halls and colleges at UniBar with Regan and Jason
- JCU Open Day: set up
- Meeting with IGA

OTHER ACTIVITY:

International Ball- Planning, locking in the Cairns casino for October 21st. Talk of combining the Daintree trip with that weekend so Townsville students can make it as well as Cairns. A ticket price will be decided by the end of this week for poster to be released and ready to advertise by 21-08-17

NeverOK- communicating with Tara to help execute the NeverOK day event on August 22nd here in Townsville.

Leadership forum- Talking with Sandra Harding this week about who at JCU would be appropriate for the forum. Date still needs to be decided as the initial dates we wanted are fast approaching.

Multicultural/ NAIDOC week- communicating with Tara in regards to plans for Townsville.

Sally Varnham's National Teaching Fellowship's Symposium on September 1st- I will help present the outcomes of the JCU student advisory forum with Sally Kift in Sydney.

Implemented Office hours in Townsville which is a couple of hours in the week we will for sure be present in the office, meant to help us be more accessible to students

POSITION: Townsville Campus Officer

NAME: Michael Kane

MEETINGS / FUNCTIONS ATTENDED:

- Australian Law Students Society Conference Canberra
- Meeting with Madcow Bar Regarding intercollege competition
- Meeting with Councillors Re: OWEEK
- Meeting with other JCU STAFF regarding events
- Meeting With Councillors RE – Semester Planner
- Meeting with College RSA Heads Re: Uni Bar
- Meeting with Operator of Uni Bar RE: Events



OTHER ACTIVITY:

- Sorting out the sports round of grants
- Working with other Universities to launch the #NeverOK Campaign
- Pubcrawl – O WEEK EVENT
- Touring Townsville – O WEEK EVENT
- Clubland – O WEEK EVENT
- Billabong sanctuary – O WEEK EVENT
- Bounceback brunch – O WEEK Event
- Market Day – O WEEK EVENT
- Free Breakfasts x 2
- Working with President Re; Legal matters
- Proposed role of student Treasurer to be added to responsibilities of VP
- Attended multiple clubs events
- Assisted in room bookings for different clubs
- Approved Grants for Western Courts SRA.
- Ordered more supplies for Coffee
- Planned Pubcrawl
- Planned Clubland

Equity and Diversity Officer – Tara Gopal

Report for July 2017-August 2017
Appointed June 1/2017

O week

- met with international office and estate office in regards to what we can do/cannot, permits involved,
- met with new students

GDAY JCUSA

- supplied food(talked to Brian, ordered, veg, fruit platters, crackers, drinks) , music(jess's ipod)
- student panel on orientation (July 17) for Oweek-prepped with Christine in international office

Music Bingo/Movie night

- bought movie, snacks, drinks for movie night
- set up/clean up of event

Toga party

- met with Jason to go over details/food/event and posters etc
- admin(cut tickets for free drinks, gave out wrist bands on day, counted people getting on bus etc.)

Touring Cairns



- loaded bus with essentials, administered who was on/off bus, took students to esplanade, provided free BBQ,

Market Day/Bounce back brunch

- small admin work during 1 hour lunch break

NeverOK day

- Spoke with Clark Cooley, combat sexual harassment on campus
- posters sent, will put them up and plan to combine with breakfast on August 22
- bull sheet article to inform students about day
- Spoke with library to let us use blue bulletin for the pledge, pledge materials(white board) bought, pledge for students to sign
- NeverOK fact sheet being written up
- poster for NeverOK day breakfast
- T shirts \$20, plan to send out email to staff/students to raise funds for cause, got sizes of t shirts for council members, Jesse is in the process of ordering shirts

Open Day

- Meeting with Cameron as to how/where to set up for it
- Hala, Brenton, casuals and I will be running event Sunday August 20th outside A1

Jeans for Genes day

- Made posters for free breakfast, advertised around campus
- Bought food, helped set up and clear event,
- Collected donations and deposited to Westpac(\$60 donated)

Free Breakfast

- Bought food items with Jesse, posters around campus, helped run event, take down event etc.

Release of Sexual Harassment report

- phone meeting with other student reps.
- Meeting in library with other staff

NAIDOC lunch

- Contacted Jean Fenton into combining event, Sydney on board, may be in lieu of multicultural night on September 21st, Jean has no set plans herself.
- May try to get sponsorship from student life
- *"Our Languages Matter - aims to emphasise and celebrate the importance of Indigenous languages play in cultural identity, linking people to their land and water and in the transmission of Aboriginal and Torres Strait Islander history, spirituality and rites, through story and song."*

Multicultural Lunch planning(continuation from last month)

-sep 21/27 or 28- 5-7pm



- Rebecca Riggs for global village-make sure it doesn't conflict
- cost, venue(boathouse), food, decorations, posters,
- international centre-get a sense of different nationalities
- indigenous centres- is it appropriate to invite them?
- contact internal departments
- non-alcoholic
- security & estate

Articles for Bullsheet("Its #NeverOK" and "Respect.Now.Always")

- Sexual Harassment on Campus
- spoke about experiences on campus, ways in which we can help, events that are being run for it

Mural supporting nationalities-planning (week long Sep 17)

- collected artwork, will get flags from Jason-Woolshed
- compiled list of hello in different languages
- must contact library to get the boards to put outside refectory
- end the week with multicultural night

Mural for supporting LGBTQ community-planning(week long after Sep 10)

- have compiled images
 - Tanner helping
- Plans: safe room? Halloween party? Womens day? International students day?

POSITION: Postgraduate Officer NAME: Adam Tilbrooke

MEETINGS / FUNCTIONS ATTENDED:

- Attended meetings with Graduate research education school for discussions around future involvement and planning of PG events.
- Attended meeting with Reagan discussing the Uni Bar agreement
- Assisted in the meeting of International Students at the Townsville Airport
- Assisted in the facilitation of G'day JCUSA event (Oweek event)
- Attend and presented for the Orientation / presentation of PG Students discussing advocacy of JCUSA and being a PG Student on Townsville Campus
- Assisted in the facilitation of Touring Townsville (Oweek event)
- Assisted in the facilitation of the JCUSA Pub Crawl (Oweek event)
- Assisted in the facilitation of the Billabong Sanctuary (Oweek event)
- Assisted in the facilitation of the JCUSA Magnetic Island day trip (Oweek event)
- Attended mature age forum and presented on the panel detailing benefits of JCUSA
- Assisted in the facilitation of the JCUSA Bingo (Oweek event)
- Assisted in the facilitation JCUSA Market Day (Oweek event)
- Attended Remuneration meeting
- Assisted in the facilitation of the JCUSA Movie Night (Oweek event)



- Attended meeting with PG Students / CASE to discuss potential for club and society involvement with JCUSA

OTHER ACTIVITY:

- Working with council to coordinate PG intellectual forum in Cairns & Townsville.
- Assisted at JCUSA for free Breakfast Townsville Campus
- Assisted in the JCUSA office / reception