



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

Notice is hereby given of the **8<sup>th</sup> Ordinary Council Meeting** of the 47<sup>th</sup> Student Association Council (8/47, 8/17) to commence at **4:00am to 5:00am on Friday 19 May 2017**.

Location: Video Conference Cairns, JCUSA conference room- building 133 Townsville

**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 Flying Minutes approved 28<sup>th</sup> April 2017 – Approval of SSAF Budget

4.2 Flying Minute approved 8<sup>th</sup> May 2017 – Approval of Close of Membership for Nominations

**5. LEGAL MATTERS**

**6. REPORTS**

6.1 Acting President report, Acting Equity & Diversity Officer report & Cairns Campus Officer report

6.2 Acting Vice President report & International Officer report

6.3 Townsville Campus Officer report

6.4 Acting Postgraduate student officer report

6.5 Finance Officer report

**7. GENERAL BUSINESS**

7.1 Amendments to the JCUSA Regulations

**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



**PROPOSED NEW - NOTICE OF MEETING**  
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**4. CONFIRMATION OF MINUTES & FLYING MINUTES**

- 4.1. Ordinary Council Meeting, 3<sup>rd</sup> May (5<sup>th</sup> Meeting)
- 4.2 Ordinary Council Meeting, 12<sup>th</sup> May (6<sup>th</sup> Meeting)
- 4.3 Ordinary Council Meeting, 17<sup>th</sup> May (7<sup>th</sup> Meeting)

**5. LEGAL MATTERS**

**6. REPORTS**

- 6.1 President report, Acting Equity & Diversity Officer report
- 6.2 Vice President report
- 6.3 Townsville Campus Officer report
- 6.4 Acting Postgraduate student officer report
- 6.5 Finance Officer report
- 6.6 Cairns Campus Officer – No Report
- 6.7 International Officer – No Report

**7. GENERAL BUSINESS**

- 7.1 Appointment of Acting Cairns Campus Officer
- 7.2 Appointment of Acting International Officer
- 7.3 Results of Casual Vacancy Election 2017
- 7.4 Amendments to the JCUSA Regulations

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Catherine Fraser  
Secretary to JCUSA Council



Ordinary Meeting minutes

47th STUDENT ASSOCIATION COUNCIL

Meeting of the 47th Student Association Council (8/47, 8/17) 19 May 2017.

Meeting started at 4 pm; chaired by S.K (VC Nominee & Convener)

**1-PRESENT and IN ATTENDANCE**

Jesse Argent (Acting President, Cairns Campus Officer) Michael Kane (Townsville Campus Officer), Sydney Jones (Acting Vice President and International Student Officer), Claire Holland (Acting Postgraduate Officer), Sally Kift (VC Nominee), Benita Bosch (Finance and General Manager), Teisha Condie ( Staff Representative)

**In attendance**, Catherine Fraser (Secretary) Michael Kern (Secretary of JCU council), Hala Hijleh (Student Advocacy Officer), Tara Gopal, Adam Tilbrooke

**2-APOLOGIES AND PROXIES**

None

**3-DECLARATION OF CONFLICTS OF INTEREST**

SK: Declared a conflict of interest; she is a JCU staff member and a member of the JCUSA Council

CH: Declared a conflict; she is a JCU staff member and the acting postgraduate officer

**4-APPROVAL OF UNSTARRED ITEMS**

**RESOLVED**

That the proposed agenda be accepted.

Moved: JA  
Seconded: MK  
All in Favour

**RESOLVED**

That items 4.1 to 4.3 be moved to the next meeting as the minutes have not been circulated.

Moved: JA  
Seconded: MK  
All in Favour

Conveyor requested that minutes of previous meetings are circulated prior to 29 May to be considered at May 29 meeting and Secretary agreed.



## **5-LEGAL MATTERS**

None to discuss

## **6-REPORTS**

Items 6.1 to 6.7 deemed to have been presented

## **7-GENERAL BUSINESS**

### **7.1 Appointment of Acting Cairns Campus Officer**

#### **RESOLVED**

That Jesse Argent be appointed as the Acting Cairns Campus Officer.

Moved: MK  
Seconded: SJ  
All in Favour (JA Abstained)

SK enquired if Council will proceed to advertise the vacancy as per regulation to advertise the post.  
CH suggested this could be done in SP2 when all students are back.

### **7.2 Appointment of Acting International Officer**

#### **RESOLVED**

That Sydney Jones be appointed as the Acting International Officer

Moved: JA  
Seconded: MK  
All in Favour (SJ abstained)

### **7.3 Results of Casual Vacancy Election 2017**

Secretary reported that elections were held on Wednesday 17 May.

#### **RESULTS:**

President: Jesses Argent,

Vice President: Sydney Jones

These positions are effective immediately.

Postgraduate Officer: Adam Tilbrooke

Equity & Diversity Officer: Tara Gopal

These position become effective on June 1, 2017 after new members had Induction. The induction will also include Stephen Naylor as the new VC Nominee

MK stated that the results can be contested within 24 hours of the election being declared as per regulation 8.6. Discussions occurred as how to best comply with this requirement.

It was concluded that Electoral Officer would be issuing a declaration. It was agreed that it should happen on Monday, as now it is not a university day. Electoral officer was contacted for this purpose. Any objection will go to the Electoral Officer as per regulation.



## RESOLVED

That Council is informed of elections results and members of the association will be informed Monday morning upon receipt of notice of declaration from the Electoral Officer.

Moved: MK  
Seconded: JA  
All in Favour

### **7.4 Amendments to regulations**

MKe observed that the behavior from Ordinary Members at the last meeting he attended (6<sup>th</sup> Council Meeting – 12 May) was frustrating to say the least and can fully understand why the Council needs to include a clause about revoking membership if members breach the code of conduct.

SK thanked him for his independent opinion on the conduct of Ordinary members

MKe reported that he reviewed the regulation. These amendments can be discussed now. MKe added that many of the new definitions were simply brought in from the constitution for consistency and taking away definition of remote and external.

MKe noted standing order and particularly the impracticality and potential problems of article 3.2.2 as it stands. The matter was discussed and the confusion around it and who are the official members who can vote and have the responsibility to move things forward and get things done.

HH also stated that any change should not affect the right of staff to be member, as this right is only regulated in this article and the constitution is silent about it. If we amend this article, we should not delete the right of the staff or alternatively have this right protected in the constitution.

MK also noted that under the constitution ordinary members have the right to speak.

MKe suggested to add staff member to the proposed amendments. Rights of staff and members were further discussed. It was suggested that a proposed amendment to the constitution is further made whereby staff members are considered automatically ordinary/ associate members of the association.

MKe continued to explain that proposed amendments to 3.3 is to differentiate between different notice periods.

Proposed amendments to 3.5 regarding confirmation of outcome of meetings and how it is done at the university council to avoid waiting for minutes to be adopted and at what point it becomes legally binding. Process is: Minutes are prepared by secretary, confirmed by chair then accepted at a subsequent meeting. Once they are confirmed by chair the minutes are legally binding.

3.6 - Wasn't clear on what a quorum was so moved this to 4.2 to be consistent

3.7 - Discussion whether a Conveyer is required in addition to the Chair and noted that it has undergone many changes in the past. CH explained that the previous changes were made to address the level of confidence and ability of the president to assume that role. Discussion that President would automatically be chair, however if they were unable or unwillingly a majority vote could be passed to appoint another member of council to Chair (could be done for whole term, or for a single meeting if controversial issues are to be discussed).



MK left room at 4:46pm

TC left room at 4:49pm

MK returned to room at 4:49pm

The term Directors was changed to General Manager throughout the document.

Mke stated the time limits allowed for speaking and debate are very generous. General rule at JCU Council is 2minutes, with ability to extend if bigger items are being discussed such as budget.

Mke stated observers (such as Ordinary members) are not allowed at JCU Council meetings and even if they were they would not be allowed to speak. He stated that the power given to Ordinary members is astounding.

TC returned to room at 4:52pm

Mke proxies cannot be counted as quorum

JA asked if proxies can be given during a meeting if someone needs to leave

Mke confirmed this was possible. Proxies could be given before or during the deliberation of an item.

4.6.2 - Since elections will be conducted electronically the Secretary can act as returning officer as most situations where challenges could be brought about have been removed e.g. cannot vote twice

4.6.8 - CH asked if this clause could be amended about voting only by student elected representatives due to the unique situation this year where only three council members are currently student elected  
BB suggested a minimum of five people to vote

MK suggested if the number of student elected representatives was below two then all of council could vote

JA stated that this is covered in the Constitution that appointed members have the same voting rights as elected representatives

TC left room at 5:02pm

4.8.6 - Addition to state that meeting members who have a declared conflict of interest cannot participate in deliberations or seek to lobby other meeting members at any time in regards to matter where a conflict has been declared

MK stated they could lobby other ordinary members outside the meeting as they have a right to defend self

CH stated a concern that office bearers are elected to represent particular cohorts of students and should be able to lobby those ordinary members if they would be affected by decision

MK stated that Council still ultimately decides if the conflict exists

Mke stated this would be more related to disciplinary matters

All agreed to leave this in.

5 – Removal of Remote and External Committee due to removal of Remote and External Officer. Duties of Committees to be left out as Council can decide each year if these committees are able to be formed



with the required members (quite often it is difficult to get enough students who are willing to be a part of a committee).

CH stated committees a-c, h & j must always be formed

BB enquired how we can ensure office bearers are engaging with the students they represent if they are not forming committees

MKe stated it gives the Council flexibility in terms of which committees it forms each year and can be a resolution each year after office bearers have shown attempts to form their respective committees

BB agreed that office bearers need to be accountable

SK stated the Council needs a schedule of business each year which would outline the committees to be formed and their duties/responsibilities

SJ agreed that she tried to form an International Committee but it was very difficult as students are very busy and often do not have time to be a part of these.

MK supported keeping

CH stated she had no problem with keeping committees in as long as there are no repercussions if committees are unable to be formed

BB stated from an operational point of view Council does need to keep a focus on the cohort of students they were elected to represent and not just on social events

Mke raised why only the International Officer and the Equity & Diversity Officer are not on the Management Committee

BB stated that the Management Committee is basically Council but can discuss those duties outside of an Ordinary meetings

TG left at 5:24pm

6.2.4 – BB stated that in the current structure the Finance Manager and General Manager are combined in the same role/person and suggested this could be amended to be the Finance Officer  
Mke stated this is covered in the definition of the General Manager's role as being the person who is responsible for the overall management of the Association

6.4.2 – also references the Finance Manager and should be changed to the General Manager

BB left at 5:28pm

7.1 – amended to add “up to but not in excess of the annual budgeted amount”

8 – MK asked if more rules about conduct during elections can be added as he was concerned about candidates harassing students to vote

CF stated conduct is clearly covered in the Election Guidelines given to each candidate upon nomination

Mke said currently the election is held over 2 days – with the new electronic system this could be extended by Council decision

8.2h it was stated often the Editor of the Bullsheets position is vacant so it was suggested to change this to the Secretary

11 – MK was concerned about removing this section prior to the Constitution being approved



Mke said it would be subject to approval of the Constitution

CH asked if a section about revoking an ordinary membership due to breaches of code of conduct could be added

Mke suggested this could be included in the Constitution

SK stated the draft needs to be sent to the JCUSA Lawyers for approval

SK suggested a general clause of duties needs to be very clear that Officer bearers are not employees of the Association

Breach of Discipline and Loss of Confidence is now included in the Constitution

Discussed that after suggested amendments from today were added the draft could be distributed to students for feedback with 14 clear days until the next meeting and the amendments go to a vote.

#### RESOLVED

That the Association Council endorse the proposed amendments to the Regulations subject to the amendments discussed at today's meeting and as amended be distributed via email to all members and a notice posted on the JCUSA Facebook page

Moved: SK  
Seconded: MK  
All in Favour

Meeting closed at 6:14pm

**Catherine Fraser**  
**Secretary to JCUSA Council**

**Sally Kift**  
**VC Nominee – Convener**