

DRAFT PRC MINUTES

The Bridge Room, Union Building

2 October 2014

12:10pm to 3.30pm

Attendees

Ben Niles (Chair), George Carter, Faraz Junaidi, Mbipan Gilbert, Fausto Villota Alvarado, Kim-Marie Spence, Eryn De Leon, Kimberly Ashby-Mitchell, Laura Goudswaard, Xiaoyu Gao, Thomas Kaydo, Upul Wickramasinghe, Badruddin Kamal, Sachin Kurian Suresh, Elizabeth James, Nita Sebastian, Arjuna Mohottala, Ashutosh Mani Dist, Beili Zhu, Md Shahidul Islam, Muhammad Junaid, Siang Li, Jessica Rogers, Salim Masoumi, Wayne Joseph, Gaea Cornelius

Guests: Kristy McLaren, Wayne Shipp, Hassan Riaz

Apologies: Tony Liu, Chris Wilson

1. Chair: Welcome to Country

We acknowledge and celebrate the First Australians on whose traditional lands we meet, and pay our respects to the elders of the Ngunnawal people past and present.

2. Confirmation of PRC Minutes 1 August 2014

The minutes from the last PRC Meeting of 1 August 2014 were confirmed.

Moved: Nita Sebastian Seconded: Badruddin Kamal

3. Elections

CPMS COLLEGE REP

Salim Masoumi was nominated by Nita Sebastian, seconded by Arjuna Mohottala

There being no other nominations, the Chair congratulated and welcomed Salim Masoumi as the incoming CPMS College Representative.

GENERAL REPRESENTATIVE

Jessica Rogers nominated herself, seconded by Gilbert Mbipan.

Hassan Riaz nominated himself, seconded by Ashutosh Mani Dixit.

Wayne Shipp nominated himself, seconded Nita Sebastian

Following a secret ballot, the Chair congratulated and welcomed Jessica Rogers on being elected PARSA General Representative.

EQUITY OFFICER

Jessica Rogers nominated herself, seconded by Gilbert Mbipan

Laura Goudswaard nominated herself, seconded by Muhammad Junaid

Xiang Li nominated Beili Zhu, seconded by Omar Gao

Following a secret ballot, the Chair congratulated Jessica Rogers on being elected Equity Officer.

The Chair thanked everyone who ran for election adding that he looked forward to continuing engagement with those individuals who were not elected today and to see them run for elections again in the future.

4. President's Report

PARSA President, Ben Niles reported that PARSA has had a really successful couple of months since the last PRC meeting. The first few months of a new PRC team are always difficult and it is around now that we start hitting our straps, he added.

4.1 Fee Deregulation

4.1.1. The Chair thanked Omar Gao for his work as Education Officer that has provided us greater representation of the student body.

4.1.2. Following discussions between PARSA President, ANUSA Treasurer and Vice Chancellor, we now also have a series of **Ed Talks** to provide an opportunity for the Vice Chancellor to consult with ANU students on fee deregulation. PRC members are encouraged to continue to attend these forums, details of which are on the PARSA Facebook page.

4.2 Planning Day 3

Thanks were given to those who attended the Planning Day 3 and their input into the budget for 2015. As soon as the budget is ready, it will be sent to the ANU Executive.

4.3 Discussions with ANU Clubs & Societies

Ben reported having started discussions with ANU Clubs and Societies who overwhelmingly supported greater collaboration with PARSA – through such avenues as Global Café and Multicultural Festivals.

4.4 PARSA 2015 Planning Retreat at Kioloa

Following three successful planning days so far, Ben invited all PRC members to attend the PARSA 2015 Planning Retreat to be held at Kioloa on the south coast from Saturday 22 November to

Monday 24 November. Kioloa has been chosen not just because of its coastal location, but also because the ANU encourages all students to attend Kioloa at some point in their academic life and it is a great way for our team to bond outside the boardroom.

The following PRC members are not able to attend as they will not be in Canberra or Australia at the time:

- Nita Sebastian, Laura Goudswaard, Sachin Suresh, Salim Masoumi, Badruddin Kamal, Md Shahidul Islam and Thomas Kaydor

Given not all PRC members will be around after exams, another social event will be planned for the PRC team to thank everyone for their efforts for the year and to celebrate the year's end.

4.5 Indigenous Officer Position

Kristy McLaren who is a PhD student and tutor at Crawford School and who has worked in a range of positions at the ANU over the past eight years was invited by the Chair to address the PRC on her concerns over the appointment of a non-indigenous person into the role of the PARSA Indigenous Officer position.

In her presentation, Kristy asserted that reconciliation is for both non indigenous and indigenous people to understand but that it is really difficult for a non-indigenous person to represent indigenous people. The current situation is complicated by the fact that few indigenous students are aware that PARSA has an Indigenous Officer and for those who are aware, there is current dismay. Kristy urged the PRC to make an effort to engage indigenous students and with 8 months left to go for the current PRC team, said it is really important indigenous students are made part of the constitutional reform process.

Following her presentation, the Chair invited comments from the PRC. In response, several PRC members said that while they are not indigenous, it does not mean they could not relate or are unwilling to act but that we should consider making this position open only to an indigenous Australian. If the wider constitution of the ANU didn't provide a way, there is no reason why PARSA cannot craft constitutional change.

The Chair concluded that there is a consensus for a constitutional review to address the specific question as to whether the Indigenous Officer position should be open to election or be co-opted on to the PRC. It was agreed that the PRC would consult indigenous stakeholders of the university in this process. To this end, the Chair invited Kirsty, Jessica Rogers, Mbipan Gilbert and Wayne Shipp to be part of the committee to work with the electoral committee.

The Chair thanked Kristy McLaren for the opportunity to have this discussion and for her offer to make reading material available.

Ben Niles put forward the motion to the PRC that the Constitution Working Party be consulted on indigenous representation.

Moved: George Carter

Seconded: Nita Sebastian

4.6 CAPA Fees

Ben reported that at the last meeting the PRC agreed to host the CAPA ACM at ANU but had not formally agreed on the payment of CAPA fees. The biggest consideration is that because PARSA is hosting the CAPA ACM, if we do not pay the membership fees, we will not have voting rights.

Arjuna Mohottala addressed the PRC with a reminder of the history behind PARSA's non-payment of its annual membership fee but because of changes that have taken place and the opportunity now to have a strong voice and voting power at the ACM and because CAPA is now functioning quite well and that PARSA has the funds available, he recommended that PARSA pay the fee by the 28 February 2015 deadline.

Ben added that there will be an opportunity to discuss PARSA's strategy for the CAPA ACM at Kioloa and therefore moved that PARSA pay the CAPA invoice.

Moved: Ben Niles

Seconded: Faraz Junaidi

4.7 PARSA Constitution Review

Ben advised that Michael Curtotti who is the PARSA Legal Officer has drafted a set of Terms of Reference for the Constitution Review. Following discussion, the deadline for the Review was set at 28 February to allow time for an OGM to take place and the Constitution changes to be ratified at the ANU Council meeting prior to April when an earlier than usual AGM is planned to allow for a longer PARSA Executive handover.

Moved: Arjuna Mohottala

Seconded: Nita Sebastian

ACTION: If any PRC member is interested in being a member of the PARSA Constitution Review, please submit a 250 word submission to the PARSA President.

5: Executive Reports

5.1 Education Officer's Report

Omar Gao, Education Officer, reported that the weekly soccer match and school of music rehearsals are well received. He also asked to be given permission to develop two ideas of encouraging language exchange – one being to offer coffee vouchers for language exchange meet ups and a workshop where participants deliver a 3 minute speech.

Ben Niles put forward the motion to support these two initiatives.

Moved: Ben Niles

Seconded: Kim-Marie Spence

5.2 Vice President's Report

PARSA Vice President, George Carter, reported on the following:

- in collaboration with ANU Sport, PARSA is now organising regular badminton and volley ball games
- the next Research Committee will be held in November
- There will be an award put on PRC members testamurs acknowledging extracurricular activities
- Because College Reps haven't met with the Executive since August, coffee catch ups are to be organised for which George will send a list of cafes
- Budget and planning meetings that were held were productive
- Plans are underway to meet with Deans at the end of semester for a high tea to initiative communication with College Deans

ACTION: George will email a list of cafes for Executive members to meet with College Representatives. This meeting is mandatory.

Ben moved that the community day barbeque be approved.

Moved: Ben Niles

Seconded: Faraz Junaidi

6: Treasurer's Report

6.1 Expenses Report

The Treasurer, Faraz Junaidi, tabled expenses incurred since 1 August 2014 for PRC approval.

Moved: Faraz Junaidi

Seconded: Eryn De Leon

A request was made to provide financial highlights for PRC members to go through before the meeting including the status of the budget that the Treasurer agreed can be made available.

Faraz reported that the final SSAF and SEEF income for 2014 will be received soon and that the Ernst and Young report should show PARSA is functioning smoothly.

6.2 PARSA Staff Professional Development Expense Approval

Although professional development is already an expense item included in the budget, the Treasurer requested that staff development expenditure of \$750 for Wayne Joseph to attend an Australia and New Zealand Student Services Conference for 4 days and \$750 for Monica Fernandes to attend a Australian Marketing Institute conference be approved.

Moved: Ben Niles

Seconded: Ashutosh Mani Dixit

6.3 SSAF Budget

Faraz thanked the Executive for good responses in helping prepare for the upcoming SSAF budget negotiations.

6.4 PARSA Procedures

PARSA is working with ANUSA to produce a set of shared procedures.

6.5 Prepaid Master Cards

The Treasurer requested introducing prepaid Master Cards for the Executive and volunteers to enable them to make purchases easier. As it stands, as we have only one MasterCard available and staff have to go with volunteers to purchase items. Volunteers are also burdened with the problem of having to use their own money and wait for reimbursement.

Moved: Faraz Junaidi

Seconded: George Carter

6.6 Mental Health Day Expenditure Approval

The Treasurer requested approval for \$720 to be spent on making Chinese massage available at the Health Fair.

Moved: Faraz Junaidi

Seconded: Kimberly Ashby-Mitchell

6.7 PARSA Office Move – Refrigerator Purchase

The Treasurer advised that the purchase of a refrigerator has been included in the budget allocated for the PARSA office move on 3 November.

Eryn De Leon requested a set of procedures be made available on how to request approval for funds.

ACTION: Faraz Junaidi and Arjuna Mohottala are to produce a set of procedures on how to request approval for funds.

7: International Officer Report

International Officer, Kim-Marie Spence, reported that with the multicultural festival coming up, volunteers have found purchasing items for the festival to be very difficult and we cannot expect students to have money to aid PARSA activities.

8: Environmental Officer Report

Environmental Officer, Eryn De Leon, reported on a successful luncheon that was held at the Food-Coop. She requested that an evaluation form be used following an event and also asked that fund approval procedures be clarified. Eryn also suggested that a system be introduced where Executive members review each other's participation and level of commitment.

9: Social Officer Report

Social Officer, Fausto Villota, requested support from a volunteer from within the PRC to help at Networking Drinks evenings as his class finishes at 5pm that makes him around 10 minutes late.

9.1 PARSA Ball & Request to Increase the Budget from \$5,000 to \$12,000

Fausto advised the PRC that the PARSA Ball is to be held at the Hyatt on October 25 and that a free ticket is to be made available to all PRC members as well as PARSA staff. The value of each ticket is \$105 but to make it possible for as many postgraduate students to attend as possible, students are being charged \$60. The decision to subsidise 40% of the cost of tickets and to make them available to staff was made at the Planning Day. Because the number of students attending has increased from 100 students last year to 180 students this year and to allow for decorations, the budget for the Ball has increased from \$5,000 that was set in 2013 to \$12,000.

Ben Niles gave his support and explained that the PARSA Ball has become a flagship event for PARSA that is taking it a much bigger level from 100 to 180 students. He also supported the idea of rewarding PRC members and organisers. Kim-Marie also added her support saying that it builds business relationships, shows our multifunctionality that in turn supports postgraduates.

Thomas Kaydor made the observation that it is not good economic management to increase a budget by 120% for which George Carter explained that there is money from the Interhall budget that is surplus and is now being used for the Ball.

The President asked for a show of hands in favour of the increase in the budget, the result being that **10 supported the increase and 1 abstained.**

10: Indigenous Officer Report

Indigenous Officer, Mbipian Gilbert, insisted we increase PARSA collaboration with the Tjabal Centre since it is the meeting point for ANU indigenous students. He also reported that Mick Dodson who is on the ANU Reconciliation Committee is to be sent an official letter inviting him to address the stolen generation in a public talk to be organised by PARSA.

11: Communications Officer Report

Communications Officer, Kimberly Ashby-Mitchell, thanked Laura Goudswaard for responding to her email requesting support on the research project that will be appreciated when we receive the results. Kimberly also advised that new PARSA T-Shirts are now available for PRC members to collect.

12: Budget Approval

To clarify budget approval procedures, the Chair, Ben Niles, explained to the PRC that it is not the responsibility of the Executive to chase up Representatives to initiate activities, nor does the Executive have the authority to advise College Representatives what to do. College Representatives have ownership of what is happening in their portfolio and are elected to ensure different groups of the university are always represented. To make this clearer for College Representatives and all PRC

members, the Chair agreed that a document is to be prepared by himself, Faraz Junaidi and Arjuna Mohottala, that details financial procedures and approval processes.

ACTION: A document is to be prepared by Ben Niles, Faraz Junaidi and Arjuna Mohottala, that details financial procedures and approval processes.

13: E-Journal

ACTION: Wayne Joseph will provide information on e-journal availability for ANU alumni and advertise information to students.

14: Honorariums

The Chair opened the discussion on Honorarium payments suggesting the conversation be around accountability. Ben pointed out that the ANUSA O week is in excess of \$100,000 for the week of events and so directors were paid \$500 for their commitment. Payment is made on a project based system with a formalised set of expectation of duties. The issue is that if you are paying people \$1,000 a year what is their accountability? There needs to be a framework that at present is limited to the clause that states that if a PRC member doesn't show up for three consecutive PRC meetings without a good reason, they can be removed. The PRC needs to keep in mind that SSAF comes from the government – when ANUSA purchased thousands of dollars worth of jelly beans it came up in Parliament and all student associations across Australia almost lost their funding. When spending SSAF funds, we need to ask how that reflects outwards.

Talking Points:

- Need for a working party based on the outcome of the electoral and constitutional review
- There are members who are not doing anything so we need to ask 'what is the mechanism to have members do their job and by the same token, what is their mechanism to get me to do my work?'
- Being elected to represent students so it isn't about monetary gain
- students are talking about it – if you look at any club or society, active members don't get paid and even put their own money towards running events
- It's difficult for representatives who are active but have no authority – a Project Manager for the multicultural festival would create broader connection to the community
- Put it to a vote at a PRC meeting
- If no-one is receiving anything, then there is no accountability and at the end of the day, you need to ensure there will be at least 9 people who are active. Payment of the role provides an incentive and conditions.
- This issue has been dragging on since 2011 and the reason honorarium payments were increased was because previous Executive members saw their work load increase. An honorarium was put in place to ensure people received adequate compensation. An honorarium payment for General Representatives has also been tabled for some time but there is no clear structure for accountability. We really have to focus on the responsibilities first – reps sometimes sit on meetings so need to do a lot of reading. It isn't a simple yes or no – a lot needs to be taken into consideration.
- No one has signed an agreement to say this is what we are accountable for

- There are issues around superannuation and approval from ANU Executive

ACTION: Muhammad Junaid is to form a working party to look into honorariums and accountability and PRC members will be asked to vote on this subject at the next PRC meeting

15: ANU Governance Review Committee and ANU ACT

Arjuna Mohottala explained he has been invited to sit on the ANU Government Review Committee and will do his best to take into account PARSA interests.

16: PARSA Office Closure

The Chair announced that the PARSA office will shut down from Monday 22 December 2014 and will reopen on Monday 12 January 2015.

17: Contagious diseases and PARSA Trips

Kimberly Ashby-Mitchell noted that a lot of students were at risk of falling sick from the last trip because a student with a contagious disease was on the trip. We therefore need to ensure students who have a contagious disease are not present on PARSA trips in the future.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 3.30PM