



## **2015-16 PRC Meeting #12**

### **Tuesday 24<sup>th</sup> May 2016 5.30pm**

#### **PARSA Boardroom**

**Attendance:** Akeel, Dom, Farhan, Yekti, Defu, Chris W, Tha, Alyssa, Hannah, Isobel, Bino, Chris O, Pablo – 5.50, Sarah Ellis - 6, Novie – 6.35

**Apologies:**

**Absent:** Olivia, Miranda, Elaine, Bishal, Hao, Xuan, Mohammad, Zaheer, Kim-Marie, Michelle, Yekti, Shahid, Ran, Storm, Muhammad.

**Observers:** Mike (General Manager)

**Meeting Start:** 5:40pm

#### **Agenda:**

- 1. \* Welcome & Acknowledgement of Indigenous Australians**
  - i. Welcome to new PRC members!**
- 2. \*Treasurer's Report**

68,000 in operating activities, balance sheet is very good.

AGM report more thorough in outlining expenditure

Since end of May, YTD surplus of \$800,000 (SSAF money provided earlier than anticipated); \$200,000 surplus YTD versus budget.

- 3. \*Tabling of AGM reports**

#### **Presidents report for AGM:**

Report will be made widely available at AGM with 100 copies.

Framed in context of higher education sector: funding changes to HDR, CAPA and CISA; university context; PARSA – in brief the activities of the last year, including highlighting advocacy and highlighting issues for future PRC consideration and context. Discussion of internal changes of PARSA, change of term to 15 months/shift of election.

PRC has brief discussion on staffing, as referred in President's report.

Concerns from PRC members raised regarding questions at AGM, specifically regarding staffing or PRC members or questions to specific representatives.

The Executive has consulted with legal counsel who has advised that discussions around staff performance at AGM is unconstitutional and not valid. Due to the need for procedural fairness (as specified in contract); potential for liable comments to be made; and as AGM's are not designed to deal with individual staff or members of the PRC.

Issues relating to PRC members can be brought to the AGM, but any concerns that need to be specifically addressed at a future general meeting.

PRC questions regarding current staffing given recent changes (announced to PRC via email). Changes with the financial controller and comms/marketing role having both resigned. Financial Controller has been interviewed today. Currently there is a temp

for the Comms role until registration finalised and recruitment process can be finalised.

Concerns raised by PRC member regarding previous minutes and revisions due to issues raised by previous PRC members regarding previous minutes. Addressed by President – minutes not currently released will be finalised ASAP for immediate release.

Question regarding Presidents report and inclusion of college and general rep activities. President will amend report to include and name specific members and their contributions.

#### **Treasurer's report for AGM**

Start of 2016 to end of April included in audited report, as financials for last year have been previously audited.

PKF has been contracted to audit financial statements, and is of the opinion that PARSA has provided a true and fair financial position and meet all the requirements of auditing, therefore passing this process.

Purchase Order system implemented this year allows for greater transparency by all PRC members as to PARSA spending. Similarly, Log book system that captures officer hours for honoraria payments allows greater accountability of officer's.

PARSA Income source – ANU contribution overwhelmingly the majoring of this, some interest from term deposits.

YTD portfolio performance – questions regarding portfolio expenditure, particularly International and Communications Portfolio, and how the YTD amounts are captured by the Financial Controller. Treasurer explains that the bookkeeping captured by the Financial Controller is not always up to the minute and accurately coded, therefore the breakdown of portfolio is not always accurate. Treasurer's report is reflecting portfolio spending (which is unusual), therefore allowing for further accuracy in spending. Although, as noted, this process needs to be refined further. Questions raised over portfolio snapshots and the need to address this in the handover.

Cash flow is positive.

Questions raised concerning underspend to date. Addressed by President, in that this is partly explained by SEEF money which has only had a small proportion expended.

#### **4. Other Business**

##### **i. Disputes Committee (Attached separately)**

3 nominations discussed by President, 2 PARSA representatives and 1 external member which in the minimum required. CV's distributed to PRC ahead of meeting:  
Allan Harkins, head of the ANU Union  
Diana Anderssen, PhD candidate, College of Law  
George Carter, PhD candidate, College of Asia Pacific, former VP of PARSA

Concerns raised by PRC members regarding the lengthy delays in appointing Disputes Committee. President noted that this should have been confirmed more quickly, and will be noted for future PRC's, noting that previous PRC's have not complied with implementing a Disputes Committee.

Concerns were raised by PRC member about nominations and conflicts of interest. Dom registers a potential or perceived conflict of interest for Diana and George, Hannah also registers a potential or perceived conflict in that Diana is studying under her father.

Discussion regarding rules for Disputes Committee and how potential conflicts of interest (i.e. knowing PRC members) could be mitigated.

Term for disputes committee: Disputes Committee only replaced when new PRC appoints another Disputes Committee (3 – 6 months after PRC election as according to the Constitution).

Election and Disputes Committee: Disputes Committee have a conflict of being part of the Committee and running for elections. President confirms nominees have been told of this before their nominations were accepted.

**Motion:** that the PRC accept the nominations of Allan, Diana and George to the Disputes Committee.

Moved: Chris W

Seconded: Sarah Ellis

Voted: all in attendance, aside from abstentions

Abstentions: 3 – Dom, Farhan, Yekti (asked to be officially noted)

## ii. Administrator confirmation

Gen Sec: Under constitution we require an administrator, previously this has been a staff member. Reference to section of constitution, Section 19.

Gen Sec acting as pro term administrator 19.5.a – appointed by the President to ensure role is filled e.g. running elections. Under 19.5.b of the Constitution this still allows Gen Sec to vote.

PRC should have appointed Mike as administrator for PARSA, however there was an oversight. Recommendation that appointing Mike from start date at PARSA, given legal counsel has advised appointing retrospectively.

Concerns about appointing Mike, as Gen Sec has been acting pro term administrator and specific concerns about who would be liable considering retrospective appointment. Should the PRC accept this both the current General Secretary and Mike (General Manager) would be potentially liable. Retrospectively dating Mike's appointed also shows that Mike's has been performing this role.

Questions about Mike being appointed as administrator. Administrator has traditionally been a staff member.

**Motion:** that Mike (General Manager) be retrospectively appointed as administrator of the organisation

Moved: Chris W

Second: Isobel

Vote: unanimous aside from abstentions

Abstentions: 2

### iii. Standing Orders

Gen Sec introduces topic and what Standing Orders are, including the purpose of them and the benefits, particularly in light of the AGM. PARSA does not currently have standing orders.

Legal counsel has amended the ANUSA standing order to represent PARSA and this was distributed to members at the PRC meeting.

**Motion** to adopt ANUSA Standing order pending new standing orders to be adopted at the next PRC meeting, noting that where there is a conflict between standing orders and the PARAS constitution, the PARSA constitution prevails.

Moved: Chris O

Second: Binota

Vote: unanimous

### iv. CASS representative

Alyssa spoken to motion distributed to PRC.

**Motion:** that Wendy Suiter be co-opted to the PRC as the CASS representative.

Moved: Alyssa

Seconded: Tha

Vote: unanimous

## 5. Finance requests

### i. Women's Officer Budget

Alyssa speaking to motion distributed to PRC.

Questions regarding funding for proposal and if this should be pulled from what areas, rather than just pulled from the surplus. Concerns about pulling from specific budgets, versus surplus.

Broader concerns raised by PRC members regarding underperforming portfolios - for discussion at next PRC.

President suggests that in this case, money can be taken directly from equity portfolio.

**Motion:** that the Women's Portfolio be granted an increase of \$6,000.

Moved: Alyssa

Second: Binota

Vote: unanimous

#### ii. HDR Camps

Funding has been requested from PARSA for a small camp (20 people) focused on science PhD students.

Concerns were raised by a member regarding is this application would be successful at SEEF given it is for a targeted group.

**OUTCOME:** General consensus from the PRC that, as with other requests, this group should submit a proposal to SEEF. If this is unsuccessful PARSA will then consider the proposal.

#### iii. PARSA Ball

Social Officer speaks to an increase in ball pricing, which is one of PARSA's biggest events.

Discussion regarding the need for increase in line with reasonable costing for such an event (estimates around \$25,000 from other universities and student groups).

Discussion around pricing points to ensure students can afford the event and a discussion regarding the venue and that concerns have been expressed from students about Old Parliament House (where it was held last year).

**OUTCOME:** Resolved that around \$60 per ticket is reasonable, that a different venue should be investigated.

Transport costs will not be included this year to save some money.

Non-student pricing to be determined.

**Motion:** that the Social Portfolio be given up to a total of \$21,000 for 250 people or \$24,500 for 300 people for the PARSA Ball.

Moved: Chris W

Second: Chris O

Vote: 13

Against: 1

Absenting: 1 (Isobel)

#### iv. 3MT thesis bootcamp

ANU is asking for co-sponsorship, the camp is a total of \$8,000.

**OUTCOME:** General consensus, as with other requests, that a SEEF proposal should be submitted and after that is determined, PARSA will then consider the proposal. The PRC also request to pass on to the 3MT team that this event has PARSA's continued support, but the PRC is being consistent in asking funding request/clubs to go through SEEF first.

**6. Other business.**

**i. CISA conference**

- a. Apply for SEEF funding, committee will be formed before SEEF; Out of session email for delegation; Bigger call for interest to delegation

**ii. CAP rep – gap due to Bishal**

Concerns as now one CAP representative.

Farhan nominated by Dom as CAP representative. Farhan accepts nomination. No other nominations made.

**Motion:** that the PRC co-opt Farhan to the vacant CAP representative position

Motion: Dom

Second: Chris W

Vote: unanimous

- iii. Questions for transparent process re conference – concerns arose** caused by discussion regarding CISA attendance and general concerns regarding fairness of people selected to attend. President to distribute guideline.

**iv. Woroni article to respond to concerns of PARSA members.**

Concerns raised as to why article has not being released. Gen Sec has prepared article but has determined that issues will be better addressed at the AGM/ answered in person.

**Meeting End: 7.29pm**

**Note for next meeting: discussion of underperforming portfolios**