

## Acknowledgment of Susie Walsh, Convenor (page 7)

### THE UNIVERSITY OF NEW SOUTH WALES

Minutes of the meeting of the **Student Affairs Committee of Council** held at 4.05 pm on Thursday, 1 May 2003 in the Council Chamber, The Chancellery

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**PRESENT:**

- Dr Penny FitzGerald, Presiding Member
- Professor Wyatt R Hume, Vice-Chancellor and President
- Professor Adrian Lee, Pro-Vice-Chancellor (Education and Quality Improvement)
- Professor Kevin McConkey, President, Academic Board
- Ms Crystal Condous, Registrar
- Associate Professor John Carmody
- Associate Professor Rae Frances
- Mr David Hughes
- Mr Geoffrey Lawson
- Ms Linda Scott (from 4.30 pm)

**IN ATTENDANCE:**

- Ms Annie Andrews, University Counselling Service
- Mr Anthony Butler, President, Student Guild
- Mr Scott Carn, Executive Officer, Student Guild
- Mr Tony Cinque, Chief Executive Officer, UNSW Union
- Mr David Crighton, President, Baxter College
- Ms Renata Field, President, Students' Association, CoFA
- Ms Francine Finnane, Manager, Postgraduate Board
- Ms Alex Hanlon, Registrar's Division
- Mr Anthony Legg, President, UNSW Sports Association
- Ms Sarah Hazelton, Goldstein College
- Ms Ranipal Narulla, Basser College
- Mr Mathew Neeson, President, Goldstein College
- Ms Ally Ryde, President, Basser College
- Ms Jude Stoddart, Director, Equity and Diversity Unit
- Dr Ian Walker, Principal Fellow, Kensington Colleges
- Ms Susie Walsh-Weirman, Convenor, Postgraduate Board
- Ms Janet McGaw, Assistant Secretary to Council

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*Items were taken out of agenda order.*

#### 1. APOLOGIES

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An apology had been received from Anna Barbouttis, President, UNSW Union. The Registrar and Ms Scott had apologised for late arrival.

**2. PERSONS IN ATTENDANCE**

The Presiding Member welcomed newcomers and those in attendance.

**3. DECLARATIONS ON INTEREST AND CONFLICTS OF INTEREST**

No member declared interest or conflicts of interest in any item on the agenda.

**4. MINUTES OF THE PREVIOUS MEETING**

Minutes of the meeting held on 13 March 2003 were confirmed and signed after the following amendments had been made:

**p.2 Review of Student Organisations and the MSAF – Consideration of Final Report**

- Delete final sentence of the penultimate paragraph and replace with the following: "Mr Hughes believed that such a move would further elevate the risk of "horse-trading".

**p.5 Purchase of Property to Rehouse the Kudos Gallery (College of Fine Arts)**

- Amend final sentence to read: "It was suggested that the CoFA Students' Association and the Facilities Department convene a meeting with the Dean to discuss student gallery space in the CoFA redevelopment and that a comprehensive report be brought to the next Student Affairs Committee meeting."
- Add the following sentence to the end of this agenda item: "The Students' Association would look into other options of purchasing property."

**5. BUSINESS ARISING FROM THE MINUTES**

**5.1 Review of Student Organisations and the MSAF**

The Vice-Chancellor advised that he had had some discussions with individuals but needed more time for consultation. The views he put forward at the previous meeting remained unchanged. Professor Hume believed that the MSAF fee might be higher than necessary for the projects it was intended to fund. Although one of the terms of reference of the Student Affairs Committee was "to determine the application of funds collected as miscellaneous student activity fees", his preferred process was to

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integrate MSAF projects with other capital works within the University rather than deal with them separately and to administer MSAF through the regular University channels.

Associate Professor Carmody pointed out that the MSAF was a compulsory levy on students. It was therefore more appropriate for a student affairs body to determine how the fees were spent. He was concerned that if decisions about the allocation of MSAF funds were taken out of the hands of the Student Affairs Committee, the money may not be used in the best interests of students. The Vice-Chancellor stressed that this was not the case and that all capital projects on campus were of benefit to students.

## **5.2 Student Facilities Planning Committee**

The Presiding Member advised that Ms Hanlon had not yet completed research into the history of the Student Facilities Planning Committee (SFPC). Dr FitzGerald was able to advise that the SFPC was established in November 1994 (SAC94/10) and its original membership defined. It was to meet to provide a submission to the SAC on terms of reference and a master plan for student facilities, covering the period 1995–2000 including anticipated level and sources of funding. A second resolution in July 1995 (SAC95/6) noted that the SFPC must have the signed agreement of budget units or other funded organisations in the event of part funding. A third resolution, SAC95/16), was passed in October 1995. This defined

- membership with voting rights;
- persons in attendance;
- terms of reference; subsection 1–5 inclusive.
- It also endorsed proposed operational arrangements. (Not all of these documents have been collated yet).
- A fourth resolution, SAC98/1, dealt with membership changes.

The Registrar advised that a master plan had been provided but it had been rejected over the years by students on the SFPC.

## **5.3 UNSW Sports Association – Maintenance Funding**

The Vice-Chancellor advised that the Finance Committee and Council had accepted his recommendation that the University invest \$3.7 million from the Capital Projects Fund over the next four years to fund a capital upgrade of all sports fields and associated facilities. A mechanism to feed the money into the process had yet to be decided.

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#### **5.4 Timetable Setting for Student Activities Fees**

The Registrar's timeline for setting 2004 student activities fees was noted. The Registrar advised that she would be sending letters to Presidents of student organisations at the end of May outlining the proposed maximum fee for 2004. The deadline for responses was 1 August.

Mr Legg asked whether there was any point in student organisations having the option of requesting increases in fees, apart from the CPI. The Presiding Member pointed out that there was not usually a recommended fee and that some organisations had dropped their fees in the past.

### **6. REPORT ON PROJECTS FUNDED BY THE MSAF**

#### **6.1 University Union - Upgrading of Bar**

Mr Cinque advised that there were some compliance works to be carried out in the Roundhouse kitchen. This would be done in co-ordination with the upgrading of the Union bar over the summer vacation.

#### **6.2 Purchase of Property for Kudos Art Gallery**

Ms Field advised that the CoFA Students Association had looked at a number of properties and in the process it had become clear that research was needed into the kind of property the students would prefer. The Students' Association was therefore conducting surveys to find out whether students wanted a gallery or a studio. The Presiding Member reminded Ms Field that the CoFA Students' Association could not depart from the specification of what the funds were originally granted for.

Ms Field advised that the students had had discussions with the Dean who was keeping them informed about the CoFA campus redevelopment.

### **7. KENSINGTON COLLEGES - FUTURE WORKS**

The Vice-Chancellor advised that he was not aware of any plans for major work at the Kensington Colleges, apart from an upgrade at Basser College.

Ms Scott referred to the lunch meeting with the Chancellor when student leaders expressed concern, not only that there would be insufficient student housing, but that there would not be appropriate forms of housing. Ms Scott asked whether there would be a consultative group working with the Vice-Chancellor to look at housing strategies and to obtain a variety of opinions. She requested that students be consulted at every stage of the process.

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The Registrar advised that the management of the Kensington Colleges had indicated that there were occupational health and safety issues that had to be dealt with and that maintenance work was required at Basser, Baxter and Goldstein Colleges. Ms Condous added that a submission would be made to the next meeting of the Buildings and Grounds Committee about the redevelopment of Basser College and the feasibility of major development at a number of potential sites, one of which was on the Western Campus. The work at Basser did not entail a change in the physical structure of the college. The Registrar stressed that there would be no loss of places at any of the colleges. Work on Basser College would probably start by the end of the year and would be done in two halves so that students could be accommodated throughout the process. Mr Walker pointed out that these matters were on the agenda for the next meeting of the Kensington Colleges Advisory Board.

The Registrar pointed out that more research was necessary to find the right mix of accommodation. An examination would be made of the new student housing complex at the University of Sydney which offered a variety of accommodation including self-catering single bed accommodation and shared apartments, built around courtyards and with some facilities. She believed the site at Sydney was comparable in size to that on Western Campus. Ms Condous pointed out that in 2003, it was not certain that students, apart from first-years, still wanted college-style accommodation.

Ms Scott asked for a specific proposal before the next Student Affairs Committee meeting on how student representatives would be involved in the general strategic planning for student accommodation. The Registrar stressed that a plan was not yet in place and that nothing could be done until funding was available.

Mr Walker advised that the Kensington Colleges Policy Advisory Board had approved its terms of reference. It was agreed that these be circulated with the agenda for the next regular meeting.

## **8. COFA STUDENTS' ASSOCIATION DRAFT CONSTITUTION**

The draft CoFA Students' Association constitution was noted. Ms Field advised that the students had held a lunchtime meeting attended by 80 members who had approved the draft. It was noted that the CoFA Students' Association did not have provision for an Annual General Meeting in its current constitution.

The Registrar advised that the draft constitution was being checked for discrepancies by the University Legal Office. If there were none, it would come back to the Student Affairs Committee for a recommendation. If there were serious problems, however, the constitution would have to go back to the CoFA Students' Association for revision.

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Associate Professor Carmody asked whether it was usual to include a clause in a constitution setting out the responsibilities of a student newspaper editor. In this case, the publication, *Zine*, was not mentioned elsewhere in the constitution. Mr Hughes pointed out that this was customary in the case of the constitutions of student organisations.

#### **9. CHILDCARE ADVISORY COMMITTEE**

Ms Hanlon's circulated progress report was noted. Ms Hanlon added that the Committee had met earlier in the day and had discussed the preferred role of child care services, priorities and action required to augment existing child care services. In response to a request from the Presiding Member, Ms Hanlon agreed to provide notes of past and future meetings to the next Student Affairs Committee meeting.

#### **10. CAMPUS SECURITY FORUM**

The Registrar's circulated report on the Campus Security Forum held on 26 March 2003 was noted. The Registrar advised that she was looking at ways of increasing security on campus and that a Community Liaison Officer had been appointed to co-ordinate security issues. Ms Condous added that uniformed and non-uniformed police were now operating on campus following some incidents in targeted areas, particularly near small exit gates.

There was some discussion about security within buildings and the possibility of extending the hours and the distance of the Unibeat service. The Registrar pointed out that it would be costly to extend the service, given that there were few people on campus after midnight. At this time it would be easier for students to use the escort service. It was noted that the security bus service was extended when there were late-night events at the Union.

Ms Walsh-Weirman advised that the Postgraduate Board was committed to increasing security awareness inside buildings and to highlighting areas of concern.

#### **11. 2003 COLLEGE STUDENTS' FORUM**

The Registrar advised that following the student leaders' lunch with the Chancellor, the students had indicated that they were interested in raising issues about college life and she had agreed to hold a College Students' Forum to which Senior Fellows and Deans would be invited. The forum had been scheduled for 1.00 - 2.00 pm on Thursday, 22 May, but the date would now have to be changed.

#### **12. POSTGRADUATE BOARD ANNUAL REPORT 2002**

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Ms Walsh-Weirman introduced the circulated Postgraduate Board (PGB) 2002 Annual Report which would be presented to the PGB Annual General Meeting at 6.00 pm. The Board had taken particular care to footnote any concerns about financial statements so that there was absolute clarity regarding issues of expenditure. The report also included an extensive amount of information about activities, services and the inaugural advocacy report.

Ms Scott congratulated Postgraduate Board staff and Ms Walsh-Weirman on their excellent work in producing such a comprehensive Annual Report.

The Registrar advised that Ms Walsh-Weirman would soon be retiring as Convenor of the Postgraduate Board and requested that the thanks and appreciation of the Student Affairs Committee be recorded in the minutes. She pointed out that Ms Walsh-Weirman had made extraordinary efforts to ensure that the PGB attended to some major problems. Mr Butler endorsed the Registrar's comments and conveyed the congratulations of the Board of the Student Guild to Ms Walsh-Weirman. He added that the Guild's relationship with the PGB was at an all-time high and this was reflected in the excellence of the Annual Report. It was

**RESOLVED SAC03/05**

That the Postgraduate Board Annual Report be received and noted.

(File 001484)

**13. DATE OF NEXT MEETING**

It was noted that there would be a special members only meeting of the Student Affairs Committee at 4.30 pm on Thursday, 15 May 2003, and that the next regular meeting would be held at 4.00 pm on Thursday, 5 June 2003.

**14. BUSINESS WITHOUT NOTICE**

**14.1 Equity Briefing – Preparation of the Institutional Equity Plan 2004–2006**

Ms Stoddart tabled a paper inviting members of Student Affairs Committee to contribute to the Institutional Equity Plan 2004–2006, an annual report compiled on behalf of the University and submitted to the Department of Education Science, and Training in June. Ms Stoddart advised that students from a low socio-economic background would be a priority for future plans. Members and attendees were invited to contact the Equity and Diversity Unit if they wished to contribute.

**14.2 NIDA Library**

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Ms Scott pointed out that UNSW students no longer had access to the NIDA Library and asked if a member of University staff could follow this up. Professor Lee advised that he was a member of the NIDA Board and asked Ms Scott to send him the details so that he could take the matter up with the Board.

#### **14.3 MSAF Accounts**

Ms Scott requested that the audited accounts of the MSAF for the last decade and projections to the end of the current financial year be presented to the Student Affairs Committee for noting. This was in recognition of the fact that these figures had been difficult to obtain, despite repeated requests. The Vice-Chancellor agreed to provide this information.

In response to a request from Associate Professor Frances that this information be presented on a regular basis, the Presiding Member pointed out that a formal resolution might need to be deferred, given that MSAF was in a state of flux.

#### **14.4 Sale of Little Bay Precinct**

Mr Lawson asked the Vice-Chancellor about the potential sale of the Little Bay Precinct. The Vice-Chancellor advised that the University was in discussions with the State Government about this sale. In view of the sensitivity of this item, Professor Hume requested that discussion be confined to Council at this stage.

#### **14.5 *Tharunka***

The Registrar referred to an article on drug use in the latest edition of *Tharunka*. Because of potential legal problems, Ms Condous recommended that the Student Guild issue a statement that it did not endorse the article.

#### **14.6 Australian Consumer and Competition Commission's (ACCC) Notice to James Cook University Students' Association**

Mr Carn advised that on 30 April 2003 the ACCC released its finding on James Cook University. It was held that the Students' Association was not breaking the *Trade Practices Act* and that the current arrangements would stand. Mr Carn agreed to forward the relevant papers to Ms McGaw for circulation with the agenda for the next meeting.

The meeting closed at 5.25 pm.



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SIGNED AS A TRUE RECORD

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Presiding Member

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