

# UNIVERSITY OF WOLLONGONG UNDERGRADUATE STUDENTS' ASSOCIATION

13th WUSA Council Meeting  
2:00pm Tuesday 19 December 2007  
Room – WUSA Office, Building 11, UOW

## MEETING MINUTES

*Meeting opened at 2.29pm*

### **Present**

Elizabeth Larbalestier (President) - Chairperson  
Simon Frew (Event Coordinator)  
Nick Rouen (Education Campaigns Coordinator)  
Carla Morgan (Welfare Coordinator) Acting Secretary  
Nick Dugonics (Environment Officer)  
Tim Rouen (External Students Representative)  
Brendan Cook (General Representative)  
Paul Dunwall (General Representative)-arrived 2.38pm  
Lachlan Ison (General Representative)  
Brett Johnston (General Representative)  
Toby Kell (General Representative)  
Luke McGregor (General Representative)  
Clinton Mead (General Representative)  
Hailey Sutton (General Representative)

### **Observers**

Jacq Dollard (Front Desk Staff)

**Meeting opened at 2:30pm**

### **1. Apologies**

**07/CM13/01  
McGregor**

**Brendan Cook / Luke**

It was moved that WUSA accept the apologies of Jay Fletcher (Global Solidarity Officer), Adam Knobel (Media Coordinator), Adam Rozadilla (Disabilities Representative), Michael Parkes (General Representative), Callum Blanchard (Treasurer).

CARRIED unanimously

### **2. Minutes of the Previous Meetings**

**07/CM13/02**

**Brendan Cook/Luke McGregor**

It was moved that WUSA accept the minutes of meeting

LOST  
5 FOR  
7 AGAINST (Toby Kell)

1 ABSTENTION (Nick Dugonics)

**3. Business Arising**

Nil

**4. Correspondence**

Nil

**5. President's Report**

**07/CM13/03**

**Brendan Cook/Nick Rouen**

It was moved that WUSA accept the presidents report (see attachment A)

CARRIED  
11 FOR  
2 ABSTENTIONS

**6. Representative's Report**

**Toby Kell (General Representative)** submitted a written report (see attachment B)

**Nick Rouen (Education Campaigns Coordinator)** reported on the NUS conference.

**07/CM13/04**

**Brendan Cook/Luke McGregor**

It was moved that WUSA accept the Representative's reports

CARRIED  
12 FOR  
1 ABSTENTION

**7. General Business**

**07/CM13/05**

**Brendan Cook/Carla Morgan**

That WUSA Council endorse the Audits of years 2004-2005 and 2005-2006. WUSA Council agrees that the Audits carried out by KPMG Wollongong are a true and accurate record of the financial situation of WUSA for the respective years.

CARRIED  
11 FOR  
2 ABSTENTIONS (Toby Kell & Clinton Mead)

*-Paul Dunwell arrived at 2.38pm-*

**07/CM13/06****Brendan Cook/Nick Rouen**

That WUSA Council approve the transfer of \$295 from Budget Line: Stationary to Budget Line: Paper and Toner

That WUSA Council release \$295.00 included GST to pay for the Lexmark T520/522 HY Toner refill purchased from Cartridge World, Wollongong.

*Budget line: Paper and Toner*

CARRIED unanimously

**07/CM13/07****Brendan Cook/Carla Morgan**

The following 2007 budet line requires and increase:

Trustee Manage fees – current budget is \$8000. Needs to increase to \$8 600.  
Phone and internet – current budget is \$5000. Needs to increase to \$6 100.  
Sundry expenses – current budget \$700. Needs to increase to \$850.

That WUSA Council accept the revised WUSA budget lines above.

*Budget Line: Office and Administration; Trustee Management Fees; Phone and Internet; and Sundry.*

CARRIED unanimously

**07/CM13/08****Brendan Cook/Carla Morgan**

That Robyn Debbes (Office Administrator) be reimbursed for her travels to and from Daley & co for the period of 13<sup>th</sup> September to 18<sup>th</sup> December 2007 to carry out necessary tasks required for the Administrator's employment.

That \$66.70 be reimbursed for petrol costs associated with the travels above.

*Budget Line: Sundry Expenses*

CARRIED unanimously

*-Meeting Closed at 3:05pm-*

**Attachment A**Presidents Report 13<sup>th</sup> Council Meeting

- Funding proposal-ARD and Finance Dept have read over the funding proposal and will be finalising it in the new year.
- Election Regulations-WUSA and ARD will be meeting to go over the RO Report. WUSA should maintain the we will independently amend the regulations and take the RO report as advice. The Uni should not have a large role to play in this at all.
- NUS - motions moved by President and Media Coordinator regarding NUS direction for small and regional universities as well as student media was supported. It was amazing to get the voice of WUSA heard on conference floor at a national level and ensuring that NUS remains relevant for small and regional universities
- WUSA has set programs for Oweek that the incoming President will have a copy of the oweek guide and can start organising with Council the events WUSA will run for students during oweek. This will directly raise the profile of WUSA to new students and the relevance of WUSA.
- WUSA pamphlets will be needed by the first week of January to be packed into the orientation bags. There are plenty of the green pamphlets left and a sticker can be placed on the 2007 information.
- Women's space – I will be resigning for the position of Women's Officer effective Jan 1<sup>st</sup> if as an NUS Welfare Officer I cannot hold the position simultaneously. Council cannot forget to ensure that the new temporary women's space is fitted by January and that staff have kitchen facilities.
- Further, WUSA with WUPA must also continue to negotiate for advocacy funding.
- Lastly, hope everyone has a great Christmas. One of the best memories from this year was the Duckpond lawn pre-opening by WUSA where all factions on WUSA worked together and we succeeded. Most importantly heading into the new year and for WUSA Council 2008 do not forget team work and respect.

Cheers

Liz

## **Attachment B**

T. Kell  
Representatives Report

17/12/07

### **Welcome to Wollongong**

In the past weeks I have been invited along to meetings with the Wollongong City Council to represent WUSA in the planning of the Welcome to Wollongong week for international students. The event is planned to run in February 2008 and is meant as a civic reception for the incoming international students who attend schools, TAFE's and UOW. It is a major collaborative event that involves local council, local businesses, The University community and a cross section of the multicultural community in Wollongong.

Thus far the organisers are very keen to display the WUSA logo on all promotional material and have been eager to keep me involved in the organization process so far. They are also willing to distribute our own promotional material alongside theirs and we would reasonably be able to reciprocate by distributing W2W material in our O-Week packs. We will also have the opportunity to be represented on their web page, which is currently under development. During the week there is a possibility that we may be able to run a stall in the mall to promote ourselves and, in particular, the services we hope to have available and ready to promote by that time.

Thus far there has been no request for money and none has been contributed. However, if the international budget line permits it would be a positive step if we were to contribute monetarily in some way.

### **Book Bank Progress**

The book bank has progressed some way already. The hardware and software have all been bought together and are being tested by Dave this week. In preparation for the back end being in place the bookshelves are gradually being moved out into the front office. We have contacted faculties and schools for lists of current books and are now awaiting responses. The new server has run into a minor hurdle (we are unable to purchase it from DELL directly without a credit line) but we are looking at having the university purchase it on our behalf. The current rate of progression is reasonable for the timeframe that was proposed and is on target for completion.

### **Archiving of Past Terts**

While cleaning out the office we came across a number of old Terts that have been stored in several places. Because of space demands and the deterioration of the originals we have consulted with the library about properly preserving WUSA history. The advice we have been given is to scan them all. While we simply do not have the time or the resources right now to do this it is

something we may like to consider doing with the assistance of UOW and possibly TAFE students.