

Central Coast Campus Union Limited
Minutes of Student Representative Committee Meeting
Tuesday 5 June 2018
Venue: IRC Room 2 – A1.23 (Library Building)

Committee in Attendance: Karen Dimmock (Chair), Vanessa O'Neill (acting Chief Executive Officer), Sue Wilson.

Also in attendance: Claire-Adelie Collardeau, Lachlan Yates, Eileen Chijoff.

Secretary: Claire-Adelie Collardeau

The meeting opened at 12:04 pm.

1. Acknowledgement of Country

We proudly acknowledge that we are situated on Darkinjung Land and we give respect to Elders past and present as well as our promise to treat this land with respect.

2. Apologies

Michael Maas (Chief Executive Officer), Peter Marshall, Jennifer Tomkins.

3. Leave of Absence

4. Declaration of Interests and Conflict of Interests

There were no Declarations

5. Notice of Additional Agenda Items

The Chair noted that additional agenda items should be advised before the meeting, unless it pertains to an urgent matter that had arisen on the day of the Student Representative Committee Meeting.

Additional Agenda Items were called for by the Chair and any noted for discussion have been placed under General Business.

6. Previous Minutes

The Minutes from the Student Representative Committee Meeting held on 1 May 2018 were presented.

Motion: *Moved SW Seconded EC: That the Minutes of the Student Representative Committee Meeting held 1 May 2018 be adopted.*

The Motion on being Put to the Meeting was Carried.

7. Matters Arising

Outstanding action items from the last Student Representative Committee Meeting held 1 May 2018.

7.1 Action: *CH to contact Infrastructure and Facilities Services, with a copy to the Ourimbah Health and Safety Committee to advise on accessibility to toilets for people with a disability and whether all doors comply with the relevant accessibility standard.*

In progress

7.2 Action: *Yourimbah to engage and work with UON with its implementation of recommendations from the Australian Human Rights Commission report titled Change the Course: National Report on Sexual Assault and Sexual Harassment at Australian Universities – 2017 together with UON's other initiatives to provide support services and education programs to prevent sexual assault and sexual harassment and provide support for survivors in the UON community.*

In progress

7.3 Action: The SRC President to contact the UON Student Advisory Council Chair to advise their concern that students who identify as having a disability and/or as members of other equity groups are not properly represented on the UON Student Advisory Council; therefore, an appropriate student representative position on the UON Student Advisory Council should be created as soon as possible.

Completed

7.4 Action: That Yourimbah organise for the newly upgraded Parent Room be opened on the Global Day of Parents on 1 June 2018.

Completed

7.5 Action: That Yourimbah contact Security to confirm availability of the shuttle bus service to students at any time and communicate this to students.

In progress

7.6 Action: Michelle Campbell (Senior Manager, Student Support and Equity) is to sign off on Darrell Chapman's (Project Manager, Infrastructure and Facilities Services) email as completed.

In progress

7.7 Action: That the SRC Chair will follow up with Kate Robinson (Project Manager, University of Newcastle) on the draft UON guidelines for student-staff interaction.

Completed

7.8 Action: That the SRC Chair contact The Dean, Central Coast to discuss train timetables, the frequency of train services and the difficulty experienced by students attending class with the current train timetables.

Completed

7.9 Action: That Yourimbah contact Darrell Chapman (Project Manager – Infrastructure and Facilities Services) on what the plan is for the installation of a water station at the CORA.

Completed

7.10 Action: That the SRC Chair contact the Dean, Central Coast and discuss the lack of consultation with students about the re-introduction of designated smoking areas on-campus and the University's apparent 'backflip' on its previous decision to have a smoke-free campus.

Completed

7.11 Action: That the SRC Chair contact the Dean, Central Coast and raise concerns about the lack of visibility of pedestrian crossings, and the condition of the pedestrian and driving surfaces of the carparks

Completed

7.12 Action: That Yourimbah will write to Trevor Gerdson (Director of Regional Campuses) about the inclusion of the capital expenditure of The Millery (Cafeteria and Café Bar) in the 2018 SSAF Survey.

Completed

8. Chair's Report

The Chair presented the Chair's report.

Motion: *Moved SW Seconded LY: That the Chair's Report is accepted.*
The Motion on being Put to the Meeting was Carried.

9. Correspondence

Change the Course: email correspondence dated 18 May 2018
Train Services: email correspondence dated 25 May 2018
Smoke-Free Campus: email correspondence dated 28 May 2018
Carparks on Campus: email correspondence dated 25 May 2018

There was no other correspondence.

10. Items for Discussion

10.1 Accessibility of Toilets

The SRC discussed the progress of accessibility of toilets.

Michelle Campbell (Senior Manager, Student Support and Equity) to sign off on Darrell Chapman's (Project Manager, Infrastructure and Facilities Services) email before the SRC considers this as completed.

The SRC had further discussions before making a final decision. **Refer to Items for Decision.**

10.2 Change the Course: Sexual Assault and Sexual Harassment

The SRC discussed the progress of *Change the Course* initiatives from UON.

The SRC Chair has followed up the draft UON guidelines for student-staff interaction with Kate Robinson (Project Manager, University of Newcastle) please refer to *Change the Course*: correspondence dated 18 May 2018.

The SRC had further discussions before making a final decision. **Refer to Items for Decision.**

10.3 Parent Room

The SRC discussed the progress of the Parent Room.

The Parent Room was officially and successfully opened on Friday 1 June 2018.

The SRC had further discussions.

10.4 Shuttle Bus

The SRC discussed the progress on the shuttle bus service for students.

Vanessa O'Neill (Student Experience and Events Officer) awaiting response from Security regarding how the shuttle bus operates in an emergency situation

The SRC had further discussions before making a final decision. **Refer to Items for Decision.**

10.5 Train Services

The SRC discussed the progress on train services to Ourimbah station.

The SRC Chair followed up with The Dean, Central Coast, regarding concerns with the train timetable, frequency of train services and the difficulty experienced by students attending class with the current train timetables.

The SRC had further discussions before making a final decision. **Refer to Items for Decision.**

10.6 Water Station

The SRC discussed the possible installation of a water station at the CORA.

Vanessa O'Neill (Student Experience and Events Officer) followed up with Darrell Chapman (Project Manager, Infrastructure and Facilities Services) about the water station at the CORA, it will be installed in 2019.

The SRC had further discussions.

10.7 Carparks on Campus

The SRC discussed the progress of the carparks on campus.

The SRC Chair raised concerns to The Dean, Central Coast about the lack of visibility for pedestrian crossings, lack of appropriate signage for pedestrian crossing, and the condition of the pedestrian and driving surfaces of the carpark.

The SRC had further discussions.

10.8 2018 SSAF Survey

The SRC discussed the 2018 SSAF Survey.

Michael Maas (Chief Executive Officer) contacted Trevor Gerdson (Director of Regional Campuses) about the inclusion of the capital expenditure of the Café Bar and the Cafeteria in the 2018 SSAF Survey.

The SRC had further discussions.

11. Items for Decision

11.1 Accessibility of Toilets

It is noted that this is a current Action Item in progress. There is no additional motion and/or action required at this stage.

11.2 Change the Course: Sexual Assault and Sexual Harassment

It is noted that this is a current Action Item in progress. There is no additional motion and/or action required at this stage.

11.3 Shuttle Bus

It is noted that this is a current Action Item in progress. There is no additional motion and/or action required at this stage.

11.4 Train Services

Motion: Moved LY Seconded EC: That Yourimbah advertise the bus service available to students from the train station at Ourimbah to the University of Newcastle, Central Coast Campus.

The Motion on being Put to the Meeting was Carried.

Action: That Yourimbah advertise the bus service available to students from the train station at Ourimbah to the University of Newcastle, Central Coast Campus.

12 General Business

There was no General Business.

Recommendations for presentation to the next Directors' Meeting

- a) That Yourimbah advertise the bus service available to students from the train station at Ourimbah to the University of Newcastle, Central Coast Campus.

The SRC will continue to progress all outstanding Action Items as per the SRC Minutes.

13 Next Meeting Date and Time

To be held in Tuesday 7 August 2018 at 12:00 pm in IRC Room 8 – A2.27 (Library Building).

Meeting closed 12:47 pm Tuesday 5 June 2018

Claire-Adelie Collardeau, Secretary

Attachment 1: Minutes of SRC Meeting held 1 May 2018
Attachment 2: Chair's Report

Motions and Actions

Motion: Moved SW Seconded EC: That the Minutes of the Student Representative Committee Meeting held 1 May 2018 be adopted.

The Motion on being Put to the Meeting was Carried.

Action: CH to contact Infrastructure and Facilities Services, with a copy to the Ourimbah Health and Safety Committee to advise on accessibility to toilets for people with a disability and whether all doors comply with the relevant accessibility standard.

Action: Yourimbah to engage and work with UON with its implementation of recommendations from the Australian Human Rights Commission report titled Change the Course: National Report on Sexual Assault and Sexual Harassment at Australian Universities – 2017 together with UON's other initiatives to provide support services and education programs to prevent sexual assault and sexual harassment and provide support for survivors in the UON community.

Action: That Yourimbah contact Security to confirm availability of the shuttle bus service to students at any time and communicate this to students.

Action: Michelle Campbell (Senior Manager, Student Support and Equity) is to sign off on Darrell Chapman's (Project Manager, Infrastructure and Facilities Services) email as completed.

Motion: Moved SW Seconded LY: That the Chair's Report is accepted.

The Motion on being Put to the Meeting was Carried.

Motion: Moved LY Seconded EC: That Yourimbah advertise the bus service available to students from the train station at Ourimbah to the University of Newcastle, Central Coast Campus.

The Motion on being Put to the Meeting was Carried.

Action: That Yourimbah advertise the bus service available to students from the train station at Ourimbah to the University of Newcastle, Central Coast Campus.