

**Central Coast Campus Union Limited**  
**Minutes of Student Representative Committee Meeting**  
**Tuesday 27 March 2018**  
**Venue: IRC Room 4 (A1.25) (Library Building)**

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**Committee in Attendance:** Karen Dimmock (Chair), Michael Maas (Chief Executive Officer), Sue Wilson.

**Also in attendance:** Tracey Baglin, Vanessa O'Neill, Charlotte Pond

**Secretary:** Vanessa O'Neill

**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**

Jennifer Tomkins

**3. Leave of Absence**

Peter Marshall

**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 5 March 2018 were presented.

**Motion:** *Moved SW Seconded MM: That the Minutes of the Student Representative Committee Meeting held 5 March 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 5 March 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.*

*In progress*

**7.4 Action:** Michael Maas to contact Adam Bird (Information Technology Services, University of Newcastle) to investigate new login issues on the UON website and what communication was sent out to students.

*In progress*

## **8. Chair's Report**

The Chair had nothing to report.

## **9. Correspondence**

Accessibility of Toilets: Email received by MM from DC on 26 March 2018  
IT issues: Email Received by MM from AB on 5 March 2018  
New UON Website issues: Email Received by MM from AB on 26 March 2018  
Parent Room: Email received by MM from DC on 22 March 2018

There was no other correspondence.

## **10. Items for Discussion**

### **10.1 Accessibility of Toilets**

The SRC discussed the progress of accessibility of toilets.

Michael Maas to contact IFS on this issue to see what progress has been made and awaiting to receive their formal response.

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

### **10.3 IT Issues**

The SRC discussed the progress of IT issues for students.

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

#### **10.4 Parent Room**

The SRC discussed the Parent Room.

The Parent Room official opening is to be re-scheduled closer to Mothers' Day or Global Day of Parents. Furniture has been ordered; however, it has not been installed. Yourimbah to follow up with Darrell Chapman (Project Manager – Infrastructure and Facilities Services) to find out when the furniture will be installed.

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

#### **10.5 Train Services**

The SRC discussed train services to Ourimbah station.

There are a number of students (particularly Oral Health) who travel from Sydney and the hourly train service to Ourimbah station makes it difficult for students arriving/leaving in time to make classes without having to wait another hour for the next service

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

#### **10.6 Water Station**

The SRC discussed the availability to re-fill water bottles on the east side of campus.

There is no water fountain/re-fill station at the Central Coast Community College side of campus for students to re-fill their bottles/get a drink.

An alternative to the water re-fill station could be a water cooler located inside the Multi Purpose Teaching (MP) Building.

Other issues were also raised:

- That an audit be conducted on water station and their locality to:
  - CORA
  - SSAF Fitness Track
  - South End of Campus
  - Library accessibility water stations

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

## **10.7 Shuttle Bus**

The SRC discussed the shuttle bus service for students.

Students would like the shuttle bus services to the train station to be available before 5pm due to lack of train services.

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

## **10.8 Smoke-free Campus**

The SRC discussed the progress of the smoke-free campus.

There is advice received from the Healthy University Steering Committee that smoking areas are to be re-introduced as UON is concerned that staff and students who continue to smoke are increasing the fire hazard and environmental risk to campuses through the unavailability of suitable smoker bins.

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

## **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 IT Issues**

*Michael Maas to contact Adam Bird (Information Technology Services, University of Newcastle) with emails received from students about the lack of adequate communication to students regarding login procedures for the new UON website.*

*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 Parent Room**

**Motion:** Moved SW Seconded MM: That the newly upgraded Parent Room be opened on Global Day of Parents on 1 June 2018.

The Motion on being Put to the Meeting was Carried.

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

#### **11.5 Train Services**

**Motion:** Moved SW Seconded MM: That the SRC contact Linda Cooper (Associate Director - Campus Coordination) to discuss train timetables, the frequency of train services and the difficulty experienced by students attending class with the current train timetables.

The Motion on being Put to the Meeting was Carried.

**Action:** That Yourimbah contact Linda Cooper (Associate Director - Campus Coordination) to discuss train timetables, the frequency of train services and the difficulty experienced by students attending class with the current train timetables.

#### **11.6 Water Station**

**Motion:** Moved SW Seconded MM: That the SRC contact Darrell Chapman (Project Manager – Infrastructure and Facilities Services) on water stations and their accessibility around campus, noting in particular in the Library and including near the Central Coast Community College and the full circuit of the SSAF fitness track.

The Motion on being Put to the Meeting was Carried.

**Action:** That Yourimbah contact Darrell Chapman (Project Manager – Infrastructure and Facilities Services) on water stations and their accessibility around campus, noting in particular in the Library and including near the Central Coast Community College and the full circuit of the SSAF fitness track.

#### **11.7 Shuttle Bus**

**Motion:** Moved SW Seconded MM: That the SRC contact Security to confirm availability of the shuttle bus service to students at any time and communicate this to students.

The Motion on being Put to the Meeting was Carried.

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

## 11.8 Smoke-free Campus

**Motion:** *Moved SW Seconded MM: That the SRC 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.*

The Motion on being Put to the Meeting was Carried.

**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.*

## 12 General Business

Yourimbah to set up an A-frame in the Library (IRC) the day before an SRC Meeting for students to see the time, date and location of the next meeting.

Concerns were raised about the condition of the carparks on campus, including:

- *Lack of visibility of pedestrian crossings in the north-western carpark*
- *Driver signage around pedestrian crossings within the carpark(s)*
- *Condition of surface in both carparks and what plans there are to have the carparks resurfaced*

**Motion:** *Moved SW Seconded MM: That the SRC contact Darrell Chapman (Project Manager – Infrastructure and Facilities Services) and raise concerns about the lack of visibility of pedestrian crossings, lack of appropriate signage for pedestrian crossings, and the condition of the pedestrian and driving surfaces of the carparks.*

The Motion on being Put to the Meeting was Carried.

**Action:** *That Yourimbah contact Darrell Chapman (Project Manager – Infrastructure and Facilities Services) and raise concerns about the lack of visibility of pedestrian crossings, lack of appropriate signage for pedestrian crossings, and the condition of the pedestrian and driving surfaces of the carparks.*

## **Recommendations for presentation to the next Directors' Meeting**

- a)** That the newly upgraded Parent Room be opened on Global Day of Parents on 1 June 2018.
- b)** That the SRC contact Linda Cooper (Associate Director - Campus Coordination) to discuss train timetables, the frequency of train services and the difficulty experienced by students attending class with the current train timetables.
- c)** That the SRC contact Darrell Chapman (Project Manager – Infrastructure and Facilities Services) on water stations and their accessibility around campus, noting in particular in the Library and including near the Central Coast Community College and the full circuit of the SSAF fitness track.
- d)** That the SRC contact Security to confirm availability of the shuttle bus service to students at any time and communicate this to students.
- e)** That the SRC 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.
- f)** That the SRC contact Darrell Chapman (Project Manager – Infrastructure and Facilities Services) and raise concerns about the lack of visibility of pedestrian crossings, lack of appropriate signage for pedestrian crossings, and the condition of the pedestrian and driving surfaces of the carparks.

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 1 May 2018 at 12:00 pm in IRC Room 8 – A2.27 (Library Building).

### **Meeting closed 12:55 pm Monday 27 March 2018**

Vanessa O'Neill, Secretary

Attachment 1: Minutes of SRC Meeting held 5 March 2018  
Attachment 2: Chair's Report – No Report



## Motions and Actions

**Motion:** Moved SW Seconded MM: That the Minutes of the Student Representative Committee Meeting held 5 March 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:** 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.

**Motion:** Moved PM Seconded MM: That Michael Maas contact Adam Bird (Information Technology Services, University of Newcastle) to investigate new login issues on the UON website and what communication was sent to students.

The Motion on being Put to the Meeting was Carried.

**Action:** Michael Maas to contact Adam Bird (Information Technology Services, University of Newcastle) to investigate new login issues on the UON website and what communication was sent out to students.

**Motion:** Moved SW Seconded MM: That the newly upgraded Parent Room be opened on Global Day of Parents on 1 June 2018.

The Motion on being Put to the Meeting was Carried.

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

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The Motion on being Put to the Meeting was Carried.

**Action:** That Yourimbah contact Linda Cooper (Associate Director - Campus Coordination) to discuss train timetables, the frequency of train services and the difficulty experienced by students attending class with the current train timetables.

**Motion:** Moved SW Seconded MM: That the SRC contact Darrell Chapman (Project Manager – Infrastructure and Facilities Services) on water stations and their accessibility around campus, noting in particular in the Library and including near the Central Coast Community College and the full circuit of the SSAF fitness track.  
The Motion on being Put to the Meeting was Carried.

**Action:** That Yourimbah contact Darrell Chapman (Project Manager – Infrastructure and Facilities Services) on water stations and their accessibility around campus, noting in particular in the Library and including near the Central Coast Community College and the full circuit of the SSAF fitness track.

**Motion:** Moved SW Seconded MM: That the SRC contact Security to confirm availability of the shuttle bus service to students at any time and communicate this to students.  
The Motion on being Put to the Meeting was Carried.

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

**Motion:** Moved SW Seconded MM: That the SRC 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.  
The Motion on being Put to the Meeting was Carried.

**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.

**Motion:** Moved SW Seconded MM: That the SRC contact Darrell Chapman (Project Manager – Infrastructure and Facilities Services) and raise concerns about the lack of visibility of pedestrian crossings, lack of appropriate signage for pedestrian crossings, and the condition of the pedestrian and driving surfaces of the carparks.  
The Motion on being Put to the Meeting was Carried.

**Action:** That Yourimbah contact Darrell Chapman (Project Manager – Infrastructure and Facilities Services) and raise concerns about the lack of visibility of pedestrian crossings, lack of appropriate signage for pedestrian crossings, and the condition of the pedestrian and driving surfaces of the carparks.