Minutes, meeting of Macquarie University Consultative Committee (MUCC), 27 July 2017 (1pm-3pm)

1. Welcome, introduction, apologies.

Apologies: Frank Valkenburgh, Craig MacMillan

Welcome: Ian Braithwaite who will now be joining the committee on behalf of CPSU.

a. James Hazelton advised that Linda Kerr had resigned from the committee. Cathy Rytmeister suggested a formal vote of thanks to Linda. Which was acknowledged.

In attendance:

- James Hazelton (Chair)
- Leah Angrisano
- Anne McMaugh
- Vasantha Saparamadu
- Sean O’Brien
- Lance Dale
- Cathy Rytmeister
- Nick Crowley
- Nicole Gower
- Lachlan Morgan
- Collette Ryan
- Rob Davies
- Leigh Stanger
- Sondra Wibberley (by phone)
- Ian Braithwaite (CPSU Organizer)
- Svetlana Martynovich (Guest Presenter, for part of meeting)
- Lachlan McPhail (Guest Presenter, for part of meeting)
- Mandi Larsen (minute taker)

Minutes: (15 June 2017)

Minutes were accepted.

2. EA/policy implementation – progress reports

a. Deferred Salary Scheme (Nick Crowley)

Discussions

- The scheme is due to start on 1 January 2018.
- Finalising communications and Online application process.
- Documents will be uploaded to Intranet.
- There will be a link in relation to information on the Payroll email.
b. Supporting Mature Aged Workers (Lance Dale/Sondra Wibberley)

Discussion

- Lance advised he had been sent draft by Jo Hatton. Jo was still awaiting feedback from him. Lance thought the draft was good.
- Sondra advised she had not seen draft.
- Nicole Gower advised that she would ask Jo Hatton to send the draft to Sondra.

Actions

- Jo Hatton to send draft to Sondra Wibberley
- Feedback to be sent to Jo Hatton by Sondra and Lance

3. Recruitment Procedure (Svetlana Martynovich)

Discussion

- General discussions/feedback from members was given and noted by Nicole Gower and Svetlana Martynovich.

Actions

- Members to send specific scenarios/concerns to Nicole.
- Nicole to consider feedback.


Discussion

- Lachlan McPhail gave an overview of the Health and Safety Policy that has been made available for review.
- The MUCC members passed on some concerns.

Actions

- Feedback needs to be given by 7 August 2017. Contact information is available on the Health and Safety Policy review paper or can be sent to Risk and Assurance Unit.

5. Update on PURE (Nicole Gower)

Discussion

- Nicole Gower gave a general update.
- Work to be done at the front end/I.T. resolving issues.
- Quality will improve over coming months.
- Info sessions asking individuals to update.
Actions

• Members to send specific issues to Nicole Gower.

6. Update on Macquarie station closure planning (Nick Crowley)

Discussions

• Nick Crowley gave update.
• Still waiting for information from Government in relation to closure dates.
• Staff and Student groups are meeting monthly.

Actions

• None at present. Nick will keep members updated.

7. Update on Union notice boards (Nick Crowley)

Discussions

• Nick advised that he and Rob Davies are working towards a solution.

Actions

• Nick to give update at next meeting.

8. Other Business

a. Managing Change Update – Status of the Faculty of Science Administration staff change process
b. Faculty of Arts staff relocation to the Hearing Hub – update on plans and progress
c. Reporting of casual academic reporting requirements under the EA section 4.7.19
d. Reporting of number and term of ‘Other circumstances’ fixed term contracts under the EA section 4.12.16

Actions:

• As all other discussions overran it was decided that ‘Other Business’ would be updated at next MUCC meeting.
• Leanne Holt to be invited to provide an update on Indigenous Strategy progress. Leanne is on leave until 31 July and will be contacted at this time to see when she is available to attend a meeting.

Next Lunchtime info session: August 9 – 12pm – 1pm

Next MUCC Meeting: September 4, 2pm – 4pm