Agenda:

1. Welcome, Apologies, acceptance of previous minutes

   a. Apologies – Rob Davies, Laura Heron
   b. Attendees:
      James Hazelton (Chair)
      Craig MacMillan
      Lachlan Morgan
      Collette Ryan
      Barry Quinn
      Nick Crowley
      Nicole Gower
      Phoebe Dangerfield
      Leigh Stanger
      Leah Angrisano
      Vasantha Saparamadu
      Frank Valckenborgh
      Anne McMaugh
      Cathy Rytmeister
      Mandi Larsen (minute taker)
   
   c. Welcome back – Phoebe Dangerfield (replacing Rachel O'Shea)
   d. No formal minutes were taking from previous meeting, 18 October 2017 (which was a
      lunchtime meeting), James Hazelton queried whether minutes should be taken at these
      meetings. It was decided that minutes could be taken dependent on the topic/agenda.

Meeting from 18 October 2018

Discussions

James Hazelton mentioned that there were two items from this meeting that should be addressed:

- Rates of pay for casual tutors (Cathy Rytmesiter) – Nick has followed up with
  Neil Durrant before Christmas. Nick to update at the next MUCC meeting.
- Accessibility of online surveys – Sondra Wibberley. Nicole will make
  enquiries.

Actions

Nicole and Nick to follow up.
2. **EA/policy implementation – progress reports (Nick Crowley)**

   a. **Deferred Salary Scheme**

      **Discussions**
      - Communications out early April
      - Utilise HROnline for applications
      - Fixed window as to when employees can apply
      - Will be open for applications every six months

3. **Enterprise Bargaining (Lance/Nick)**

   **Discussions**
   - Bargaining Sessions – making good progress
   - Very productive – both parties engaging in constructive way
   - University/NTEU bargaining reps visiting departments to do quick presentations on IBB
   - More presentations scheduled
   - Parties considering how to progress professional bargaining

4. **Train Station Update (Nicole Gower)**

   **Discussions**
   - Announcement due in next two weeks from TNSW
   - Station needs to close due to upgrade of electronics/barriers to accommodate trains
   - Will be closed for approximately seven months
   - TNSW working on options to ensure commuters have alternative ways to get to area.
   - University working with TNSW in relation to Exam Days/Graduation/Open Days to ensure extra transport services may be available.
   - Once upgrade is completed it will be beneficial to commuters due to increased train times
   - University putting processes in place as to employee start/finish times. Working from home. Encouraging commuters to look at transport alternatives – walk/bike/car share
   - James Hazelton enquired as to special transport conditions for exams and large student lectures of 500 – 1000 students – how will the University work with this.
   - Nicole advised that Station Upgrade Team are looking into several options

**Actions**
• Nicole to give feedback from MUCC meeting to the Station Upgrade Committee and update at next meeting.

5. **Federal government funding regime update (Nicole Gower)**

   **Discussions**
   
   • In December the Government announced a freeze on funding for the Commonwealth Grants Scheme (CGS) which covers the cost of higher education for students.
   • Grant is based on number of students. Study amount varies dependant on type of study/course taken.
   • Grant allocated to Universities for 2018 and 2019 will be based on 2017 numbers.
   • Will be a significant impact financially.
   • Budget had been approved by Council just prior to the announcements
   • Appears to be a flow on impact for international student numbers

6. **Smoking**

   **Share the Air (Collette Ryan)/Smoking - No-smoking zones (Vasantha Saparamadu)**
   
   • Working Party – looking at legal requirements
   • Rights of smokers/non-smokers
   • Looking at impact – litter/fire hazard
   • Looking for different smoking areas
   • Potential to put container in car park for smokers to stand in
   • Asking people to be Champions, be trained to speak to smoker, some concern with this.
   • University Group Health & Safety meeting on 28 March.
   • Issue has been raised with the committee as to Vasantha’s enquiry not being responded to via ROAR. Nicole Gower also to enquire about no one contacting him.

**Actions**

• Collette to report at next MUCC meeting after Share the Air Meeting
• Nicole Gower to approach H&S in relation to Vasantha’s enquiry
7. **Update on Mergers (MGSM/FBE; ELC/MUIC (Nick/Nicole))**

**Discussions:**
- Recruitment exercises for recruitment of new FBE HoD’s is underway.
- MGSM – name retained
- MUIC/ELC Implementation phase mid-year
- Transfer of teaching staff from ELC to University from mid-year

8. **Parking (deferred to next meeting)**

**Discussions**
- Discussion has been deferred until Mark Broomfield can attend next meeting
- What issues do the committee wish to speak to Mark about?
- Request for Breakdown of parking revenue (staff, students, casual, other)
- Justification for price increase
- Equity issues – i.e. pricing for casual staff, inequity of the benefits of salary sacrifice
- Communication strategy to justify increase
- Parking during rail closure – e.g. staff hotspot for academic lectures

**Discussions**

**Other issues to discuss with Mark Broomfield**
- Bus interchange update
- Smoking security and behaviour change
- Signage of new address system/transition plan
- Continued use of Macquarie University as a shortcut from Epping Road to M2/Ryde Road.

**Actions**

James Hazelton to forward above discussion points to Mark Broomfield.

9. **Other business**

**Discussions**
- Nicole Gower has proposed a lunchtime meeting to give an update in relation to the review of the Academic Promotions process.
- Barry Quinn queried about the length of term of a MUCC member.

**Actions:**
- Mandi to find lunchtime date
- Leah Angrisano to look into the Audit membership of MUCC and terms.