MACQUARIE UNIVERSITY CONSULTATIVE COMMITTEE

Minutes Meeting 1, 1.30pm 9 July 2015
HR C5C Level 4 Freshwater Room

MEMBERS

Academic Staff Representatives:
Lloyd Cox
Barry Quinn
James Hazelton
Anne McMaugh

Professional Staff Representatives:
Lachlan Morgan
Linda Kerr
Darren Peters
Carlene Kirvan

NTEU Representatives:
Craig Macmillan
Laura Billington
Frank Valckenborgh
Lance Dale (observer)
Cathy Rytmeister

CPSU Representatives:
Greg Stark
Sondra Wibberly
Phoebe Dangerfield (CSU Observer)

Management representatives:
Nick Crowley
Nicole Gower
Michael Carley
JoAnne Sparkes

Observer and Minutes:
Roberta Palfreeman

Attendees:
Nick Crowley
Lance Dale
Isabel Tran (representation JoAnne Sparkes)
Sondra Wibberly (by phone)
Lachlan Morgan
Phoebe Dangerfield
Laura Salter (representing Roberta Palfreeman)
Barry Quinn
Frank Valckenborgh
Anne McMaugh

Apologies:
Cathy Rytmeister
Michael Carley
Lloyd Cox
JoAnne Sparkes
Linda Kerr
Roberta Palfreeman
1. Welcome to country, introductions and apologies

2. Minutes of last meeting (approved by Barry Quinn and seconded by Isabel Tran)

3. Business arising from minutes
   a. **Computer Leasing (Nick Crowley)**
      i. update postponed for next meeting
      Action: Nick to provide update next meeting on policy and security procedures
      Barry to follow up with Leanne Denby regarding sustainability issues
   b. **Indigenous Employment and Pathways Strategy (Shane Hearn)** –
      i. Shane will report on the Green Paper next meeting.
      Action: Nick to follow up with Shane to attend next meeting (Shane on leave)
   c. EA implementation (see item 4 below)
   d. Casual staff CVs on Google Docs
      Action: Deferred next meeting, Nicole Gower (on leave)
   e. Policy approval process
      Action: Deferred next meeting, Nicole Gower (on leave)
   f. Sit-stand workstations – (deferred to next meeting)
      Action: Deferred next meeting, Michael Carley (on leave)
   g. Workload models in the past EAs (see item 4 below)

4. **EA/policy implementation**
   1. **MUCC Work Plan draft (please refer to the latest Draft Work Plan document)**
      i. Nick and RP met with Cathy regarding list of tasks, roles and responsibilities.
      ii. Cathy and Lance are separately contacting MUCC members for volunteers to be tabled next meeting.
      iii. Lachlan pointed out the extra time involved in the workgroups.
      Action: Nick and Nicole to meet with Cathy and to provide update next meeting

5. **Matter notified to the chair**
   a. Allocation of time for members to participate in work groups (see above)
   b. Resignation of Carlene Kirvan
      Action: Greg to talk to Carlene for further clarification to discuss next meeting
   c. Age and gender – perceptions of discrimination
      Action: Greg to defer for next meeting
   d. Budget issues
i. Staffing chill: replacement of continuing staff with fixed term staff; distribution of restored ‘efficiency dividend’ funding

**Action:** not addressed, discuss next meeting

6. Other business

a. MUCC professional staff elections
   i. Call for nominations will commence.
   **Action:** Roberta / Nick to write to CPSU reps for nominations.

b. MUCC chair
   i. Call for new MUCC Chair
   **Action:** Cathy to defer for next meeting

c. Call for replacement March meeting (cancelled due to bargaining)
   i. **Action:** Roberta to schedule meeting in August

d. Impact of the closure of bus stops for people with mobility issues
   i. The recent road changes resulting in the closure of bus stops have impacted on people with mobility issues. There was no consultation, and little time to allow people to calculate new routes. Concern was raised on the lack of consultation regarding the environment changes

   WHS has been assisting Sondra on a daily basis.

   **Action:** Nick to follow up on the following:
   a. The role of the Accessible Environment Group;
   a. Appropriate communication method

e. Assault incident discussed in relation to smoking

   **Action:** defer for next meeting

Meeting closed at 3.30pm.