Members of the FNAS Student-Staff Consultative Committee (SSCC) 2011

Ms Danielle Whyte (Chair, Teaching and Learning Committee Representative)
Ms Bronte Hodgson (Executive Office, Teaching and Learning Committee Representative)
Ms Kailah Thorn (Treasurer, Woolnough Society Representative)
Mr Nathan Kamman (SNAGS Representative)
Ms Rosalyn Bruce (Zoology Club Representative)
Dr Chunbo Ma (School of Agriculture and Resource Economics)
A/Prof Patrick Finnegan (School of Plant Biology)
Dr Mary Gee (School of Earth and Environment)
Dr Brian Chambers (School of Animal Biology)
Ms Alison Hall (Faculty Administrative Officer (Undergraduate))
Ms Marjan Heibloem (Project Manager)
Dr Brenton Knott (Associate Dean Teaching and Learning, School of Animal Biology)

Student-Staff Consultative Committee Meeting

Minutes of the meeting held on 22nd March 2011 at in.

Minutes

1. Attendance.
Ms Danielle Whyte, Ms Bronte Hodgson, Ms Kailah Thorn, Ms Rosalyn Bruce, A/Prof Patrick Finnegan, Ms Alison Hall, Dr Brenton Knott.

2. Apologies.
Dr Chunbo Ma, Ms Marjan Heibloem, Dr Mary Gee, Dr Brian Chambers

3. Declarations of potential conflicts or perceived conflicts of interest.
No perceived conflicts of interest.

4. Minutes.
Approval of minutes of the meeting held 26/10/2010.

5. Treasurer’s Report.

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<th>Account Balance</th>
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<tr>
<td>Deposit Bearing Interest</td>
<td>$901.55</td>
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<tr>
<td>Westpac Business Cash Reserve</td>
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<td>Total</td>
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6. **Summary of T & L Meeting.**

No T&L Meeting yet in 2011.

7. **Items/business in progress for noting since previous meeting.**

<table>
<thead>
<tr>
<th>Item</th>
<th>Responsible Parties</th>
<th>Status</th>
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**PART I**

ITEMS FOR COMMUNICATION TO BE DEALT WITH EN BLOC.

**PART II**

ITEMS FOR DECISION TO BE DEALT WITH EN BLOC.

**PART III**

ITEMS FOR DISCUSSION AND DECISION

1. **Members and Administration of the SSCC 2011.**

Try to get a broad range of students from different year levels and different majors for 2011.

- Link Week BBQ.
- Lecture Advertising.

If unable to attend a meeting an apology is required. In some cases it would be preferable if a substitute representative can be found to attend the meeting instead.

- Second BBQ to be run in week 5, 29/03/11.
- In 2011 don’t run BBQ in Link Week (too many events already happening around the University), maybe Census Week.
- Advertise in G-News.
- Newsletter to be sent to all students.
  - Contain faculty and committee info.
  - Separate email containing BBQ advertisement (advertise in the subject, not everyone actually opens their emails).
  - Bronte to write.
2. **Office Bearers 2011.**

Appendix A outlines the role of each position. Nominations and elections to be made in today’s meeting:

- Chair (Dani).
- Executive Officer (Bronte).
- Treasurer (Kailah).
- Teaching and Learning Committee Representative (Bronte).

Positions elected as above.

3. **Committee Recommendations from 2010.**

Appendix B outlines the recommendations made in the last meeting of the committee in 2010 and any carrying over items from 2010.

4. **Alumni Program.**

An agriculture alumni night is proposed to kick-start the alumni program. Invite alumni from the last few decades.

- Andrew Carr to manage and approach University Alumni for the time being.

5. **SSCC Accounts and Budget.**

Grant forms are now prepared and included in the Treasurer’s portfolio. If a club requires money they fill out a proposal and approach the Treasurer.

A small amount of petty cash is proposed to be available for small costs like publications.

6. **Zoology Club Room.**

During the holidays the Zoology Club Room was proposed to be taken over for office space. The school is determined to find a new club room but it is not expected to for a few years, this leaves the current Zoology students and the next few years of Zoology students without a club room.

- A room is expected to be provided in April.
- Rosie has approached David Faithful and Graham Martin regarding Club Room, to approach the School of Animal Biology Teaching and Learning.
- There is support from the Animal Biology staff.
- A club room is vital to student experience which the University is very focused on at the moment.

**FUTURE MEETING DATES FOR 2011**

The next meeting for 2011: **12/03/11** at 1pm in the CLIMA Board Room.