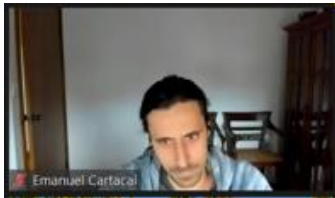


Annual Report 2021



Southern Cross Postgraduate Association (Inc.)



Postgrads helping postgrads
to succeed



Registered Office

Southern Cross Postgraduate Association Inc.
c/- Southern Cross University, Hogbin Dr
Coffs Harbour NSW 2450
ABN: 91 233 499 176; INC. No. 1200382

Management Committee

The following committee members held office at 31 December 2020:

Shae Brown	PRESIDENT
Gurmeet Matharu	SECRETARY
Hannah McGuigan	TREASURER
Jane Mosco	VICE PRESIDENT
Megan Lee	ORDINARY MEMBER OF COMMITTEE
Emanuel Cartecai	ORDINARY MEMBER OF COMMITTEE
Thilinka Wijesinghe	ORDINARY MEMBER OF COMMITTEE

Public Officer

Craig Wilson

Staff

Lesley Bennett	COFFS HARBOUR, NMSC & ADMINISTRATION
Craig Wilson	LISMORE, HELPLINE & COMMITTEE BUSINESS
Jodie Jarratt	GOLD COAST & ADVANCED SKILLS TRAINING
Katie Hotko (casual)	DIGITAL MARKETING & WEBSITE

Bankers

Westpac, Coffs Harbour NSW

Bookkeeper

Cashflow Bookkeeping, Coffs Harbour NSW

Auditors

Barry Hockey Accountants, Coffs Harbour NSW



Objects of the Association

The Objects of Southern Cross Postgraduate Association Incorporated are to:-

- (1) Advance and defend the rights and interests of all postgraduate and honours students enrolled at Southern Cross University; and
- (2) Achieve and maintain specific representation of postgraduate and honours students on all official university bodies affecting the community of postgraduate and honours students; and
- (3) Afford members of the association a recognised means of representation and advocacy both within and outside Southern Cross University, and a recognised means of communication between them and the University authorities; and
- (4) Provide a forum for discussion, debate and networking among postgraduate and honours students enrolled at Southern Cross University; and
- (5) Organise professional and social functions for the community of postgraduate and honours students; and
- (6) Provide relevant and appropriate services and facilities to postgraduate and honours students enrolled at Southern Cross University;
- (7) Carry out research identifying the educational and other needs of postgraduate and honours students and to report such research to members of the association; and
- (8) Publish in print or electronic format specific postgraduate information bulletins and a postgraduate magazine; and
- (9) Advance the reputation of research at Southern Cross University; and
- (10) Represent and advance the rich cultural diversity, and the according equity issues associated with, the postgraduate and honours community of the university.



President's Report

A warm welcome to all our valued SPCA members, from right across the SCU footprint, to SPCA's 10th Annual General Meeting - brought together this year from SCU's Gold Coast campus and via ZOOM.

Despite COVID restrictions, 2021 saw a productive year for SPCA members, staff and committee. I am pleased to report sustained membership from all areas of the postgraduate experience – HDR, coursework, online learning, international students and honours students alike.

2021 saw notable recovery in service activity with our 1300 Postgrad Helpline services, following a substantial COVID-related decline the previous year. 2021 also saw strong uptake for our program of advanced skills workshops for study and research.

2021 also saw new funding opportunities to assist postgraduate students with your financial affairs and to help postgraduate students with careers and employment. While it took us some time to develop new relationships and new programs, nevertheless we saw strong engagement with these programs from across the SCU footprint, and we feel very enthusiastic about rolling these out further across 2022.

Despite SCU's withdrawal of SSAF funding for our Annual PRAXIS Postgrad Research & Practice Conference, our committee secured a kind grant funding from the Office of the Vice Chancellor. Our 8th Annual PRAXIS was held online via WHOVA conferencing platform in October 2021, and proved another great success, with 53 students and staff attending each of the two days to receive 25 formal paper, poster and "thesis slam" presentations, along with a special panel of "SCPA Alumni".

Sadly, however, neither the RISE nor Psychology Honours conferences (both of which SPCA has been a proud sponsor) were able to proceed.

SCPA continued our active engagement with our national peak body, the Council of Australian Postgraduate Associations (CAPA) to ensure that our members' interests are represented effectively at national government and policy level.

The future for 2022 and beyond now looks somewhat more promising. The new and more flexible SSAF allocation process at SCU will see continuation of our advanced skills training, restoration of funds for food and drinks on campus, and new money for promoting health & welfare, help with employment & careers advice and helping postgrads with their financial affairs.

Enormous thanks to our SPCA staff – Craig Wilson, Lesley Bennett and Jodie Jarratt.

Finally, I must also thank the outgoing Management Committee – Gurmeet Matharu, Hannah McGuigan, Katie Hotko, Jane Mosco, Megan Lee, Emanuel Cartacai and Thili Wijesinghe - for your dedication and enthusiasm in your posts across 2021/22.

After six years of service to the SPCA, with three as President, I am graduating at the end of June and stepping down from these official roles. I wish the SPCA all the best in continuing to support postgraduate students here at Southern Cross University. The support of the SPCA during my doctoral candidature has contributed enormously to my own successful completion and has inspired me to serve on the management committee.

Best regards, too, to all SPCA members across the SCU footprint, and I commend this 2021 Annual Report to all of you in today's Annual General Meeting.

SHAE BROWN
PRESIDENT

Membership

As at 31 December 2020, SCPA membership stood at a total of 526 active postgraduate and honours students. During 2021 we welcomed 206 new members. This left us with total membership of 786 at 31 December 2021. This shows very strong continued growth (49%) over the previous year, particularly given COVID restrictions on activities; and accounted for over 16 percent of the entire PG & Honours student cohort (approx.. 5,068). SCPA members comprised PG and Honours students from across the entire SCU footprint:-

- Online students were well represented at 55% of total membership;
- All schools and campuses were well represented in membership;
- All degree programs were well represented in membership.

Figure 1: Membership growth to December 2021

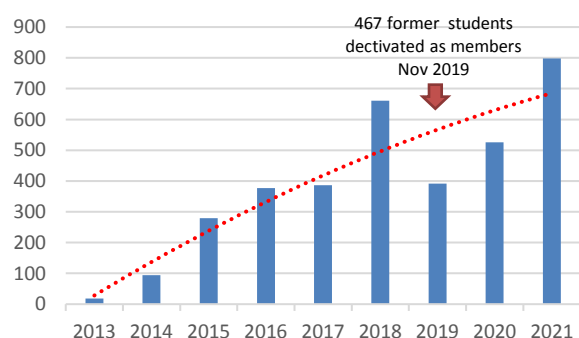


Figure 1 shows strong continued growth despite COVID restrictions. Figures 2, 3, 4 and 5 show that most members of SCPA were studying online, although most were likely to visit one of the three main campuses. The vast majority of members were studying by coursework, but HDR and honours students remained very well represented. All schools were well represented.

Overall, SCPA has continued to reach and to represent postgraduate students across the entire postgraduate and honours cohorts and across the entire SCU footprint.

Figure 2: Membership by mode of study

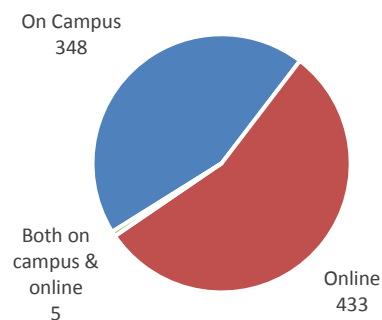


Figure 3: Membership by campus most visited

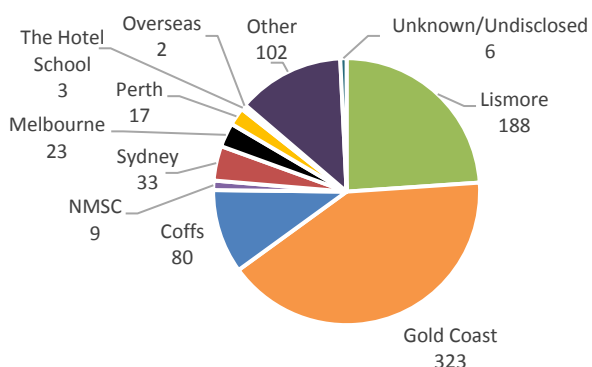


Figure 4: Membership by course of study

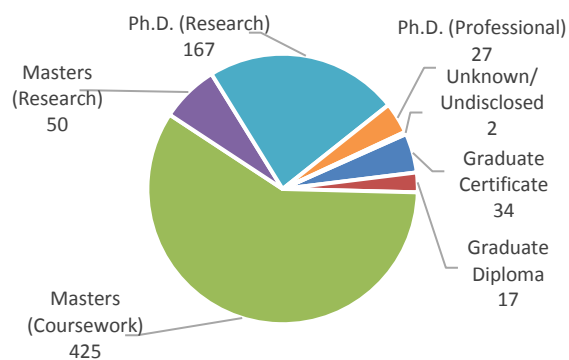
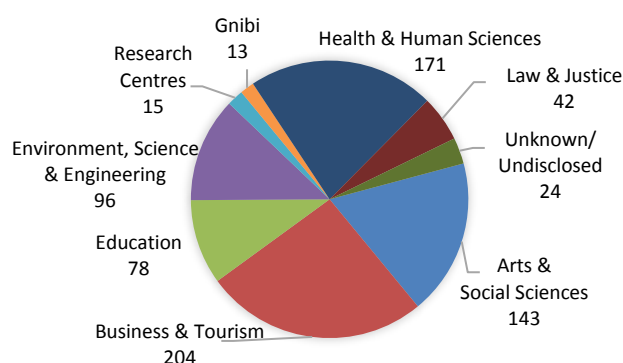


Figure 5: Membership by school



Skills for Postgraduate Study & Research

Advanced Skills Training Workshops

2021 saw “Skills for Study” identified by postgrad students as a top 5 priority for SSAF funding. However, due ongoing COVID restrictions in across 2021, all skills training workshops were delivered online (principally via Zoom). Workshops reached a total of 769 registrants, which well exceeded our original target of 520 and 2020’s reach to 624 students. Formal written evaluation was sought from all participants at most workshops. Overall evaluation can be classified as Very Good.

The full range of workshops delivered comprised:

- Academic writing for Masters & Ph.D. Students
Presenter: Nici Burger
Registrations: 79
- Systematic searching for literature review
Presenter: Megan Lee
Registrations: 157
- Writing styles for Postgrads: Mini thesis/critique/report/analysis
Presenter: Nici Burger
Registrations: 36

“Fantastic practical advice.”

- Presenting online
Presenter: Think Well
Registrations: 57

“This kind of workshop is exactly what we need. Clear, informative and on point.”

- Question Time
Presenter: Think Well
Registrations: 30

- Presenting research with confidence
Presenter: Think Well
Registrations: 36
- Defeating self-sabotage
Presenter: Maria Gardiner
Registrations: 126

“I feel that the workshop provided me with tools that are simple to apply and would assist with overcoming the problems I have with writing without the last-minute stress.”

“By identifying habitual behaviours I have been placed at ease through Maria’s valuable insight. I now have a fresh view on my approach to course work. Thank you.”

- Research impact and the media
Presenter: Megan Lee
Registrations: 36
- Navigating liminal emotions in HDR study: Honours, Masters & Ph.D.
Presenter: Nici Burger
Registrations: 45
- Nvivo for qualitative research (small group training x 2 workshops + individualised follow-up consultations)
Presenter: Robert Lingard
Registrations: 8 (2 x 4)
- Microsoft Excel - introduction
Presenter: Odyssey Training
Registrations: 15

“Excel is a useful tool. This training enables me to use it at a much higher level.”

- Microsoft Excel - intermediate
Presenter: Odyssey Training
Registrations: 15
- Microsoft Excel - advanced
Presenter: Odyssey Training
Registrations: 15
- Microsoft Office – templates & design
Presenter: Odyssey Training
Registrations: 15
- Introduction to PowerPoint
Presenter: Katie Hotko
Registrations: 37

“Fantastic professional presentation about recording a PPTR and uploading to YouTube.”
“Another great show from Katie. I sometimes struggle to keep up with Zoom workshops, but this one was fine. Good pace.”

Online Training Resources

During 2021, we did not create any new online resources.

Nevertheless, all Advanced Skills Training workshops were recorded and then mounted to SCPA's dedicated YouTube channel.

Furthermore, during 2021 we invested further effort into improving the user-friendliness of both our Website and YouTube library.

Coaching & Editing Services

Across 2021, SCPA continued to deliver individualised support to postgrad students who were struggling with formal academic writing, particularly international postgrads. This support took the form of editorial support followed by individualised coaching sessions tailored to meet the students' specific needs.

- Editor/coach: Christine Richards. 29 students assisted, requiring 90 occasions of service.

SCPA Editing and Coaching Service

Referrals welcome from:

Learning Zone
HDR Supervisors
Graduate School
Unit Assessors
International Office



Eligibility

Any postgraduate student who has failed/or are at risk of failing an assessment/milestone and needs assistance with their academic English. This student needs to have accessed other university supports first (for example Learning Zone)

Service

We will pair the student up with an editor who will edit a piece of work (assignment or chapter) and offer at least one coaching session to support that student through the editing process

Contact us:

We need a short description of the students needs and the students contact details:

scpa-goldcoast@scu.edu.au



Complimentary membership with Toastmasters SCU

In 2021 SCPA established a successful new collaboration with SCU Toastmasters. This provided the opportunity for postgraduate students to take up complimentary membership (paid for by SCPA on the student's behalf), in turn which enabled them the opportunity for 'real life' practice of presentation skills with high quality feedback.

Facilities for Postgrad Students & Study Groups

During 2021, SCPA continued to stock and support the postgrad kitchen and "postgrad precinct" at Coffs Harbour campus (approx. 50 regular users).

SCPA facilitated another writing retreat for HDR students in late 2021. This was funded by the students themselves but did require a commitment of SCPA staff resources to support the organisation of that event.

Unfortunately, continued COVID restrictions and loss of specific SSAF funding for such activities precluded any further support in this area. However, restoration of SSAF funding for 2022 should see more support to postgrad kitchens and study groups into the future.



Postgrad HelpLine

Postgrad HelpLine was established in September 2013 to provide free and confidential information, advice, referral and advocacy support to all postgraduate students enrolled at SCU. The service assists students not only with both academic and administrative issues directly relating to their studies, but also in wider social welfare and other matters.

Figure 1 shows growth in service activity since 2013 by both individual cases (a measure of how many students are affected by matters) and occasions of service (a measure of the actual work required to assist those students). During 2021, the HelpLine assisted 224 students requiring 590 occasions of service. This represents substantial recovery in service activity following the earlier decline during 2020.

Location of campus served

Figure 2 breaks down service activity by campus of enrolment for both individual students and occasions of service. The charts show that the service continued to reach the entire SCU footprint. Gold Coast campus accounted for around one-half of both all individual matters and actual workload (as indicated by occasions of service). Metro and Online students were well represented, accounting for around one in four individual cases and almost one-quarter of actual workload. This indicates very strong continued improvement in our reach to those students, when compared to previous years.

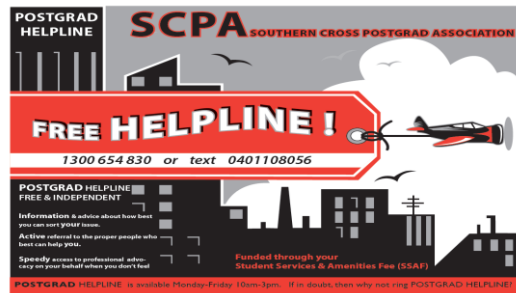


Figure 1: Total service activity 2013-2021

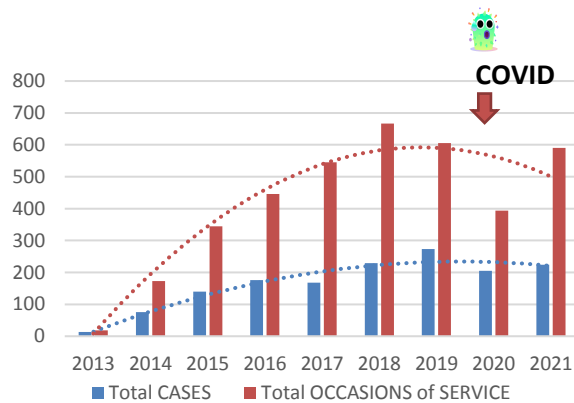
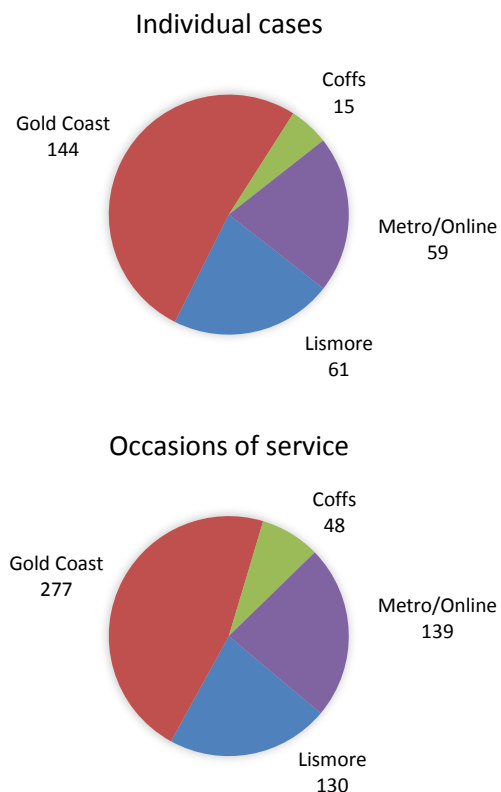


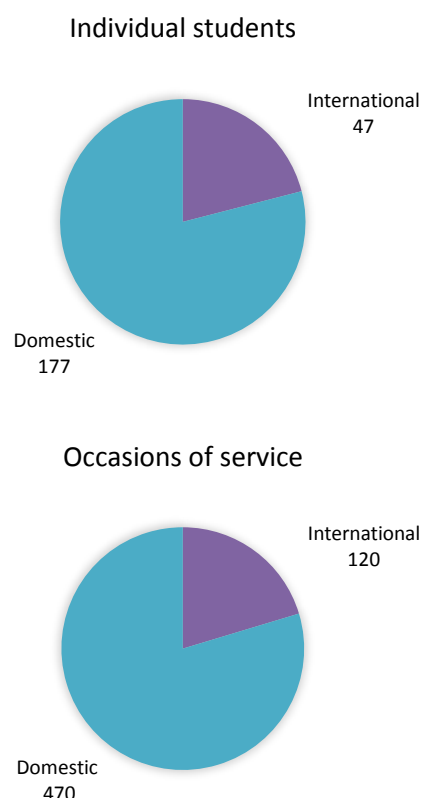
Figure 2: Location of campus served



International students

Figure 3 breaks down service activity by domestic v. international enrolment, for both individual students and occasions of service. Bearing in mind that most international students will visit SCU International as their first point of call when seeking support, and also bearing in mind the loss of many international postgraduate students as a result of the COVID pandemic, then the charts demonstrate that international students during 2021 enjoyed relatively good access to the service as a proportion of the entire student cohort.

Figure 3: International v. domestic students

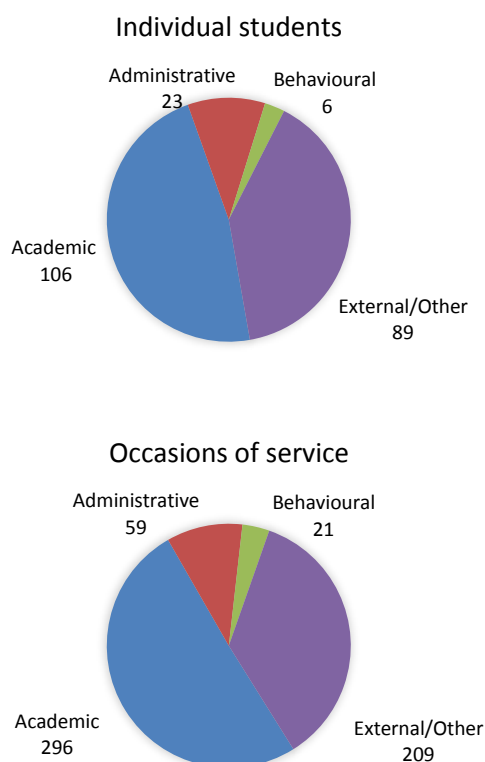


Type of matter

Figure 4 breaks down service activity by type of issue, for both individual students and occasions of service.

The charts show that academic matters and “external/other” matters accounted for most HelpLine activity during 2020. These charts also indicate that academic and behavioural matters tended to have required slightly greater relative workload to resolve these. Administrative and external matters, on the other hand, were relatively easier to resolve.

Figure 4: Type of matter

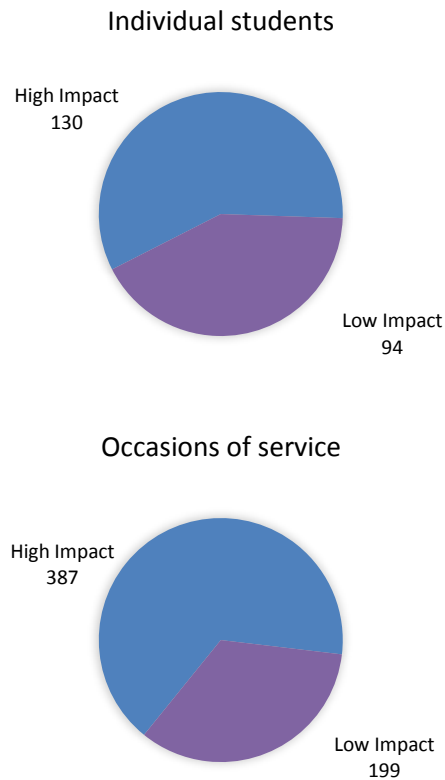


Likely impact of matter

Figure 5 breaks down likely impacts of matters (and hence their relative importance), for both individual students and occasions of service.

These charts indicate that most individual matters and their associated workloads involved issues that were highly likely to affect significantly the student’s ability to complete. Furthermore, higher-impact matters required relatively greater workload to resolve these successfully

Figure 5: Likely impact of matter

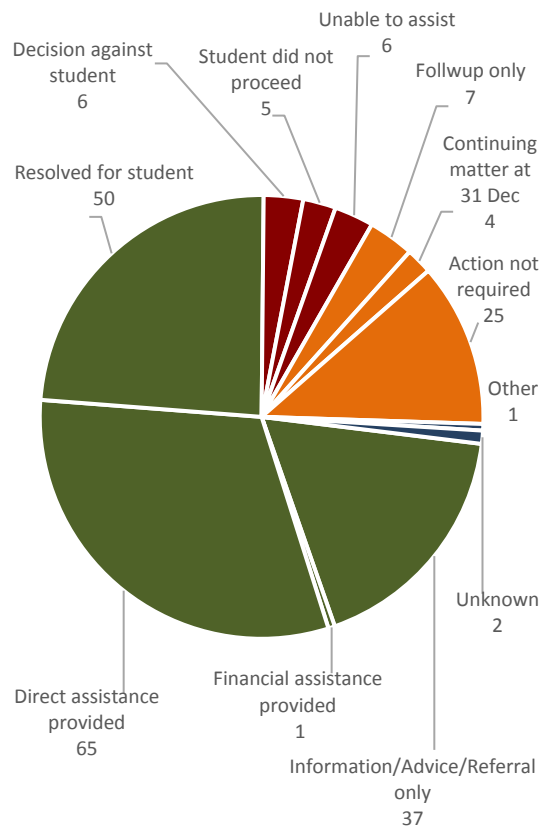


Service outcomes

Figure 6 breaks down service outcomes at the conclusion of each case. The figures indicate generally favourable/useful outcomes for students. Over one-half of all matters either were resolved or otherwise were directly assisted for the student. Another one in five matters merely required information or active referral to the right people to assist.

Unfavourable outcomes or inability to assist the student accounted for fewer than one in every 12 matters. Four matters remained pending at 31 December 2020. The outcomes of only two matters remain unknown.

Figure 6: Helpline service outcomes



Promoting Health & Welfare

In 2013, SCPA had introduced our Exceptional Circumstances Financial Assistance to Students (ECFAS) scheme, with a view to assisting eligible students financially in a wide range of matters that cannot otherwise be met through normal SCU or community-based social welfare programs. However, SSAF funding was denied for this service from 2020.

In mid-2021 SCPA collaborated with Redfern Legal Centre to deliver a webinar “My Legal Mate”. This webinar gave participants the opportunity to learn more about RLC’s My Legal Mate app and to receive broad advice and to ask questions pertaining to their own situations in areas such as employment, accommodation and visas.

- 15 Registrants. Feedback: Excellent.



My Legal Mate Webinar
Calling all International Students
 Please join us to learn more about My Legal Mate, a groundbreaking application that provides answers to your legal questions on such topics as visa conditions, tenancy provisions and employment issues.
 Tuesday August 31st at 2pm AEST

Bought to you by:

Redfern Legal Centre | Southern Cross Postgraduate Association | SSAF

Across 2021 SCPA procured access from Yoga in Paradise to a unique attempt for an unlimited number of postgrads to a full suite live, online yoga classes. However, this activity enjoyed only limited uptake and engagement (6 participants). Also SCPA commissioned from Yoga in Paradise a set on 8 online resources in mindfulness exercises. These initially were released across Facebook and also as part of PRAXIS 2021 Conference, with very good feedback from users. We now retain ownership of those modules and so can continue to roll out access across a range of platforms during 2022 and beyond.

Assisting Students with their Financial Affairs

This was new area for SCPA to receive specific funding, and it took some time to establish relationships and to recruit key personnel. By late 2021 we had developed a partnership with Liz McLardy to deliver workshops in Financial Wellbeing specifically for postgraduate students, supplemented by individual consultations as required:

- Financial Wellbeing Part 1: Where Are You Now?
29 Registrants. Feedback: Excellent
- Financial Wellbeing Part 2: Where Do You Want to Be?
27 Registrants. Feedback: Excellent
- Financial Wellbeing Part 3: How Are You Going to Get There?
24 Registrants. Feedback: Excellent
- Individual consultations in managing financial well-being:
4 students for 8 occasions of service

One student’s feedback was that, “Liz has an extraordinary breadth and depth of experience and information and conveyed this in a genuine and very helpful manner”.

These activities showed strong reach, engagement and customer satisfaction to a diverse range of students from across the SCU footprint. After a modest start for 2021, initial response was such that we expect to roll these out again, and to continue to develop and supplement these activities, across 2022.

Free SCPA Workshops

Financial Wellbeing Webinar Part 3: How are you going to get there?

Topics Include:

- Cash-flow mastery
- Dealing with debt
- Give your money purpose
- Enhance your co-financial life conversations
- Who's your support team? (partner, accountant, counsellors)
- Be prepared for when things don't go to plan



Trainer
Liz McLardy

Wednesday 1st December
5:30pm-6:30pm AEST
6:30pm-7:30pm AEDT



Additionally, our Barefoot Investor giveaway created good engagement on social media. Students shared their money saving tips to enter the competition and to win a copy of *The Barefoot Investor* book. While only a limited number of students participated, nevertheless there was excellent engagement with these students.

Help with Employment & Careers

This was a another new area for SCPA to receive specific funding, and again it took some time to establish relationships and to recruit key personnel. By late 2021 we had developed a partnership with SCU Careers Hub to deliver Careers workshops specifically for postgraduate students with professional backgrounds and aspirations, supplemented by individual consultations as required:

- Postgrad Masterclasses delivered by Suzie Grissell & Bec Brown
17 registrants each. Feedback: Very Good.
 - Top Tips for Success
 - Winning Cover Letter & Selection Criteria
 - Resume & LinkedIn for Success
 - Interview Skills
- Individual consultations/coaching:
2 participants for 3 occasions of service.

Additionally, on referral from SCU Careers, SCPA provided direct support to an International HDR student by purchasing a complete set of driving lessons. As a direct result, the student successfully obtained her NSW driver's license which, in turn, directly contributed to her securing permanent part-time employment after 2 years of unsuccessful job search.

All activities showed strong reach, engagement and customer satisfaction to a diverse range of students from across the SCU footprint. After a modest start for 2021, initial response was such that we expect to roll these out again, and to continue to develop and supplement these activities, across 2022.

**SCPA Postgraduate
Careers Workshop**

**Workshop 3
Resumes and
LinkedIn
Profiles**

Don't miss these POSTGRAD specific workshops - register your place in Workshop now!

This workshop will help you:
choose the best resume template
create a LinkedIn profile that stands out
create a compelling resume

Fri 3rd Dec 2021, 9am-11am AEST



Postgrad Research & Practice Conferences

PRAXIS 2021

PRAXIS 2021 was not funded by SSAF, nevertheless was convened with a kind funding grant from the Office of the Vice Chancellor. Due to COVID restrictions, PRAXIS 2021 again was delivered online via the Whova conference platform. Attendance and participation showed some decline from previous years.

53 participants attended to receive 25 formal presentations comprising:

- 21 x research papers
- 2 x study slam presentations
- 2 x animated poster presentations
- Opening address by SCU Dean of Graduate Studies, Prof. Les Cristidis
- Keynote addresses by DVC (research) Prof. Mary Spongberg & DVS (Students) Prof. Nan Bahr
- "Tales from the Other Side" SCPA Alumni symposium and panel discussion.

Students attended from across the entire SCU footprint. There was good engagement not only with HDR students, but also with both honours and coursework students. Similarly, there was good engagement with online & metro students.

Feedback sheets from attendees and participants indicated good satisfaction. However, most also noted that they would prefer to revert to a more traditional conference mode delivered on-site and face-to-face.

- *"Hope we can meet in person although WHova app great given the circumstances 2 days on a screen is a push."*
- *"Well done!!!!!! So appreciated all the work that went into this conference."*
- *"Being able to attend each session was the highlight - I really enjoyed not having different streams and access to the whole program. The alumni panel was amazing."*
- *"The Whova app was a great way to engage with people leading up to and during the conference."*

Annual Psychology Honours Conference

Since 2015, SCPA has remained a proud financial sponsor of the Annual Psychology Honours Conference at SCU's Coffs Harbour campus. This conference has been organised for many years by SCU's Psychology Honours students with support from the School of Health & Human Sciences. Due to COVID restrictions, however, the 2021 Conference did not proceed.

Nevertheless, SCPA have signalled clearly our offer to support the organisers for any 2022 events and beyond.



RISE (Research in Science & Engineering) Conference

Since 2015, SCPA has remained a proud major sponsor and logistical supporter for the annual RISE (Research in Science & Engineering) Conference. RISE is an annual 2-day event organised by HDR and Honours students enrolled with the School of Environment, Science and Engineering and with principal support from the school itself. Due to COVID restrictions, however, the 2020 Conference did not proceed.

Nevertheless, again SCPA have signalled clearly our offer to support the organisers for any 2022 events and beyond.

Social, Professional & Orientation Events

Unfortunately, continued COVID restrictions and denial of SSAF funding for any social, professional and orientation activities precluded most support in this area for 2021.

Fortunately, a new model for SSAF funding to SCPA may allow us to restore a modest budget for such activities in 2022 and beyond.



Representing Postgrads

SRC

Since 2020, SCPA no longer has automatic representation on SCU's Student Representation Committee (SRC); nor were we able to establish contact with elected PG representative to SRC

Academic Board & Research committees

Katie Hotko (SCPA member) and Shae Brown (President) attended all HDRC meetings for 2021.

SCPA was not able to establish contact with elected HDR Representative to Academic Board.

Council of Australian Postgraduate Associations (CAPA)

SCPA maintained our affiliation with, and active participation in, the Council of Australian Postgraduate Associations (CAPA), the recognised national peak body for postgraduate students.

SCPA's affiliation fees remained fully paid.

Small delegations attended both CAPA Special Council Meeting via ZOOM (May) and Annual Council Meeting via ZOOM (December).

CAPA have created a new equity position on National Operations Committee for a Regional Universities Officer.

Treasurer's Report

Year ending 31 December 2021

During 2021, SCPA received total income of \$263,462.20, mainly comprising \$253,460.68 in SSAF grant funding from Southern Cross University, but this year also including \$10,000 from SCU's Office of the Vice Chancellor toward PRAXIS 2021 Postgrad Conference.

A rather prescriptive SSAF funding regime had allocated significant funds to SCPA for new program areas. These required some lead time to forge new relationships and to develop new programs and services. Consequently, total expenditure amounted to just \$199,772.31 for the year. This, in turn, resulted in a net operating surplus for the year of \$63,689.89. When added to retained surplus funds from previous years, this results in a closing retained surplus at 31 December 2021 of \$111,475.71.

The balance sheet shows SCPA to have been in a strong financial position at 31 December 2021 with total assets of \$155,940.93. These assets were offset by total liabilities of only \$44,465.22. This thereby left the association with net assets of \$111,475.71 at 31 December 2021, and so in more very healthy position to continue trading solvently.

Having said that, and in accordance with our 2021 SSAF funding agreement, SCU have requested the return of \$61,214 in unspent funds. Nevertheless, this still would leave us with a "real" retained surplus of \$50,261.71.

SCPA Committee remain mindful of our retained surplus, and we trust that the incoming committee will find ways to apply this to the services and programs that postgraduate and honours students clearly need and value..

SCPA Management Committee herewith commends the Auditor's Report and Financial Statements to 31 December 2021 to the members at this 10th Annual General Meeting.

HANNAH MCGUIGAN
TREASURER

ACKNOWLEDGMENT OF COUNTRY



I want to acknowledge and pay respect to the people of thenation whose land I'm on today. I pay respect to the past, present and emerging Elders and the Country that each of us lives on and is sustained by. I am mindful that within and outside the buildings, the Country always was and always will be Aboriginal land.



SCPA's Mission

The Southern Cross Postgraduate Association's (SCPA) mission is to advance and defend the rights and interests of all postgraduate students enrolled at Southern Cross University and to enrich the quality of the postgraduate student experience at SCU.

PRAXIS 2021



TALES FROM THE OTHER SIDE SCPA Alumni Panel



Dr Danielle Notara



Dr Kay Danes, OAM



Dr Bruce Korn

**Southern Cross Postgraduate
Association Inc**

ABN 91 233 499 176

**Financial Statements
For the year ended 31 December 2021**

Barry Hockey FIPA

Suite 2, 29-33 Orlando Street
COFFS HARBOUR NSW 2450

Phone: (02) 6651 9655 Fax: (02) 6651 9855

Southern Cross Postgraduate Association Inc
ABN 91 233 499 176

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Southern Cross Postgraduate Association Inc
ABN 91 233 499 176
Income and Expenditure Statement
For the year ended 31 December 2021

	2021 \$	2020 \$
Income		
SSAF Funding: Staffing & Administration	159,276.68	138,832.50
SSAF Funding: Programs & Activities	94,184.00	33,000.00
PRAXIS Conference	10,000.00	
ATO Cashflow Boost		20,000.00
Interest received		81.24
Other income	1.52	
Total income	263,462.20	191,913.74
Expenses		
Advertising & promotion	149.99	
Bank fees & charges		0.10
Bookkeeping	3,110.00	2,390.00
Committee Expenses		89.91
Computer & Peripherals	1,187.72	4,345.56
Conference/Seminar costs	7,527.15	6,890.22
Employees	123,943.78	119,189.12
Employees Skill Development	4,835.01	
Financial aid to Students		240.00
Insurance	6,467.74	3,993.07
Legal & Accounting	997.00	997.00
Networking & Peak Body Affiliation	9,396.64	6,844.62
Office Supplies	686.36	778.07
Postage	40.27	
Postgraduate facilities	1,523.30	1,614.12
Software	2,430.59	2,515.56
Telephone	1,123.42	789.45
Travel	661.65	2,929.02
Website development	266.92	457.01
Workshops & Programs	35,424.77	23,483.56
Total expenses	199,772.31	177,546.39
Profit from ordinary activities before income tax	63,689.89	14,367.35
Income tax revenue relating to ordinary activities		
Net profit attributable to the association	63,689.89	14,367.35
Total changes in equity of the association	63,689.89	14,367.35

The accompanying notes form part of these financial statements.

Southern Cross Postgraduate Association Inc
ABN 91 233 499 176
Income and Expenditure Statement
For the year ended 31 December 2021

	2021	2020
	\$	\$
Opening retained profits	47,785.82	33,418.47
Net profit attributable to the association	<u>63,689.89</u>	<u>14,367.35</u>
Closing retained profits	<u><u>111,475.71</u></u>	<u><u>47,785.82</u></u>

Southern Cross Postgraduate Association Inc
ABN 91 233 499 176
Detailed Balance Sheet as at 31 December 2021

	Note	2021 \$	2020 \$
Current Assets			
Cash Assets			
Westpac cheque account		151,742.58	81,674.57
Westpac debit card account		1,934.39	3,471.66
Petty Cash		13.10	13.10
		<u>153,690.07</u>	<u>85,159.33</u>
Current Tax Assets			
GST clearing		2,250.86	1,929.00
		<u>2,250.86</u>	<u>1,929.00</u>
Total Current Assets		<u>155,940.93</u>	<u>87,088.33</u>
Total Assets		<u>155,940.93</u>	<u>87,088.33</u>
Current Liabilities			
Payables			
Unsecured:			
Trade creditors			413.34
			<u>413.34</u>
Current Tax Liabilities			
Amounts withheld from salary & wages		3,504.00	2,302.00
Superannuation Payable		2,824.16	2,268.67
		<u>6,328.16</u>	<u>4,570.67</u>
Other			
Employee Leave Accruals		38,137.06	34,318.50
		<u>38,137.06</u>	<u>34,318.50</u>
Total Current Liabilities		<u>44,465.22</u>	<u>39,302.51</u>
Total Liabilities		<u>44,465.22</u>	<u>39,302.51</u>

Southern Cross Postgraduate Association Inc
ABN 91 233 499 176
Detailed Balance Sheet as at 31 December 2021

	Note	2021 \$	2020 \$
Net Assets		<u>111,475.71</u>	<u>47,785.82</u>
Members' Funds			
Accumulated surplus (deficit)		<u>111,475.71</u>	<u>47,785.82</u>
Total Members' Funds		<u>111,475.71</u>	<u>47,785.82</u>

Southern Cross Postgraduate Association Inc

ABN 91 233 499 176

Notes to the Financial Statements

For the year ended 31 December 2021

Note 1: Summary of Significant Accounting Policies

Basis of Preparation

This financial report is a special purpose financial report prepared in order to satisfy the financial reporting requirements of the Associations Incorporations Act of New South Wales. In the opinion of the committee the association is not a reporting entity because it is not reasonable to expect the existence of users who rely on the association's general purpose financial statements for information useful to them for making and evaluating decisions about the allocation of resources.

The financial report has been prepared in accordance with the Associations Incorporations Act of New South Wales, the basis of accounting specified by all Australian Accounting Standards and Interpretations, and the disclosure requirements of Accounting Standards AASB 101: Presentation of Financial Statements, AASB 107: Cash Flow Statements, AASB 108: Accounting Policies, Changes in Accounting Estimates and Errors, AASB 1031: Materiality and AASB 1054: Australian Additional Disclosures.

The association has concluded that the requirements set out in AASB 10 and AASB 128 are not applicable as the initial assessment on its interests in other entities indicated that it does not have any subsidiaries, associates or joint ventures. Hence, the financial statements comply with all the recognition and measurement requirements in Australian Accounting Standards.

The association has not assessed whether these special purpose financial statements comply with all the recognition and measurement requirements in Australian Accounting Standards.

The financial report has been prepared on an accrual basis and is based on historical costs and does not take into account changing money values or, except where specifically stated, current valuations of non-current assets.

The following significant accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in the preparation of this financial report.

(a) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, deposits held at call with banks, and other short-term highly liquid investments with original maturities of three months or less.

(b) Revenue and Other Income

Revenue is measured at the fair value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed. For this purpose, deferred consideration is not discounted to present values when recognising revenue.

The association has applied AASB 15: Revenue from Contracts with Customers (AASB 15) and AASB 1058: Income of Not-for-Profit Entities (AASB 1058) using the cumulative effective method of initially applying AASB 15 and AASB 1058 as an adjustment to the opening balance of equity at 1 July 2019. Therefore, the comparative information has not been restated and continues to be presented under AASB 118: Revenue and AASB 1004: Contributions.

In the current year

Contributed Assets

The association receives assets from the government and other parties for nil or nominal consideration in order to further its objectives. These assets are recognised in accordance with the recognition requirements of other applicable accounting standards (eg. AASB 9, AASB 16, AASB 116 and AASB 138).

Southern Cross Postgraduate Association Inc

ABN 91 233 499 176

Notes to the Financial Statements

For the year ended 31 December 2021

On initial recognition of an asset, the association recognises related amounts (being contributions by owners, lease liability, financial instruments, provisions, revenue or contract liability arising from a contract with a customer).

The association recognises income immediately in profit or loss as the difference between initial carrying amount of the asset and the related amount.

Operating Grants, Donations and Bequests

When the association receives operating grant revenue, donations or bequests, it assesses whether the contract is enforceable and has sufficiently specific performance obligations in accordance with AASB 15.

When both these conditions are satisfied, the association:

- identifies each performance obligation relating to the grant
- recognises a contract liability for its obligations under the agreement
- recognises revenue as it satisfies its performance obligations.

Where the contract is not enforceable or does not have sufficiently specific performance obligations, the association:

- recognises the asset received in accordance with the recognition requirements of other applicable accounting standards (eg. AASB 9, AASB 16, AASB 116 and AASB 138)
- recognises related amounts (being contributions by owners, lease liability, financial instruments, provisions, revenue or contract liability arising from a contract with a customer)
- recognises income immediately in profit or loss as the difference between the initial carrying amount of the asset and the related amount.

If a contract liability is recognised as a related amount above, the association recognises income in profit or loss when or as it satisfies its obligations under the contract.

Capital Grant

When the association receives a capital grant, it recognises a liability for the excess of the initial carrying amount of the financial asset received over any related amounts (being contributions by owners, lease liability, financial instruments, provisions, revenue or contract liability arising from a contract with a customer) recognised under other Australian Accounting Standards.

The association recognises income in profit or loss when or as the association satisfies its obligations under the terms of the grant.

Interest Income

Interest revenue is recognised using the effective interest rate method.

Dividend Income

The association recognises dividends in profit or loss only when the right to receive payment of the dividend is established.

Income from Sale of Goods

Southern Cross Postgraduate Association Inc
ABN 91 233 499 176
Notes to the Financial Statements
For the year ended 31 December 2021

The association publishes and sells books and magazines publications to the general public. Revenue is recognised when control of the products has transferred to the customer. For such transactions, this is when the products are delivered to the customers. Volume discounts could be provided with the sale of these items, depending on the volume of aggregate sales made to eligible customers over every six-month period. Revenue from these sales is based on the price stipulated in the contract, net of the estimated volume discounts. The volume discounts are estimated using historical experience and applying the expected value method. Revenue is then only recognised to the extent that there is a high probability that a significant reversal of revenue will not occur. Where there is expected volume discounts payable to the customers for sales made until the end of the reporting period, a contract liability is recognised.

A receivable will be recognised when the goods are delivered. The association's right to consideration is deemed unconditional at this time as only the passage of time is required before payment of that consideration is due. There is no significant financing component because sales (which include those with volume discounts) are made within a credit term of 30 to 45 days.

Customers have a right to return products within 60 days as stipulated in the current contract terms. At the point of sale, a refund liability is recognised based on an estimate of the products expected to be returned, with a corresponding adjustment to revenue for these products.

Consistent with the recognition of the refund liability, the association further has a right to recover the product when customers exercise their right of return so consequently the company recognises a right to returned goods asset and a corresponding adjustment is made to cost of sales.

Historical experience of product returns is used to estimate of the number of returns on a portfolio level, using the expected value method. It is considered highly probable that significant reversal in the cumulative revenue will not occur given the consistency in the rate of return presented in the historical information.

All revenue is stated net of the amount of goods and services tax (GST).

In the comparative period

Non-reciprocal grant revenue was recognised in profit or loss when the association obtained control of the grant and it was probable that the economic benefits gained from the grant would flow to the entity and the amount of the grant could be measured reliably.

If conditions were attached to the grant which must be satisfied before the association was eligible to receive the contribution, the recognition of the grant as revenue was deferred until those conditions were satisfied.

When grant revenue was received whereby the association incurred an obligation to deliver economic value directly back to the contributor, this was considered a reciprocal transaction and the grant revenue was recognised in the statement of financial position as a liability until the service had been delivered to the contributor; otherwise the grant was recognised as income on receipt.

The association received non-reciprocal contributions of assets from the government and other parties for no or nominal value.

These assets were recognised at fair value on the date of acquisition in the statement of financial position, with a corresponding amount of income recognised in the statement of profit or loss and other comprehensive income.

Donations and bequests were recognised as revenue when received.

Interest revenue was recognised using the effective interest method, which for floating rate financial assets is the rate inherent in the instrument.

Dividend revenue was recognised when the right to receive a dividend had been established.

Rental income from operating leases was recognised on a straight-line basis over the term of the relevant leases.

Revenue from the rendering of a service was recognised upon the delivery of the service to the customer.

Southern Cross Postgraduate Association Inc

ABN 91 233 499 176

Notes to the Financial Statements

For the year ended 31 December 2021

(c) Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with other receivables or payables in the assets and liabilities statement.

(d) Trade and Other Payables

Trade and other payables represent the liability outstanding at the end of the reporting period for goods and services received by the association remain unpaid at the end of the reporting period. The balance is recognised as a current liability with the amounts normally paid within 30 days of recognition of the liability.

Southern Cross Postgraduate Association Inc
ABN 91 233 499 176
Statement by Members of the Committee
For the year ended 31 December 2021

The Committee has determined that the association is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 1 to the financial statements.

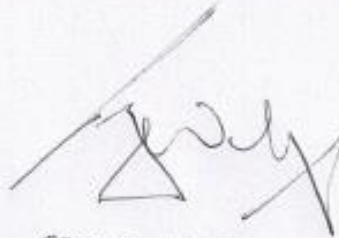
In the opinion of the Committee the Income and Expenditure Statement, Statement of Financial Position, and Notes to the Financial Statements:

1. **Presents fairly the financial position of Southern Cross Postgraduate Association Inc as at 31 December 2021 and its performance for the year ended on that date.**
2. **At the date of this statement, there are reasonable grounds to believe that the association will be able to pay its debts as and when they fall due.**

This statement is made in accordance with a resolution of the Committee and is signed for and on behalf of the Committee by:



SHAE BROWN
PRESIDENT
9 JUNE 2022



CRAIG WILSON
PUBLIC OFFICER
9 JUNE 2022

Southern Cross Postgraduate Association Inc

ABN 91 233 499 176

Independent Auditor's Report to the Members

Report on the Audit of the Financial Report

Opinion

We have audited the financial report of Southern Cross Postgraduate Association Inc (the association), which comprises the Statement by Members of the Committee, the Income and Expenditure Statement, Balance Sheet as at 31 December 2021, a summary of significant accounting policies and the certification by members of the committee on the annual statements giving a true and fair view of the financial position and performance of the association.

In our opinion, the accompanying financial report presents fairly, in all material respects, the financial position of the association as at 31 December 2021 and [of] its financial performance for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements and the requirements of the Associations Incorporation Act 2009.

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Report section of our report. We are independent of the association in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 Code of Ethics for Professional Accountants (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our ethical responsibilities in accordance with the Code.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Emphasis of Matter – Basis of Accounting

We draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared to assist the association to meet the requirements of Associations Incorporation Act 2009. As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

Responsibilities of the Committee for the Financial Report

The committee is responsible for the preparation and fair presentation of the financial report in accordance with the financial reporting requirements of the Associations Incorporation Act 2009 and for such internal control as the committee determines is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the committee is responsible for assessing the association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the committee either intends to liquidate the association or to cease operations, or has no realistic alternative but to do so.

Southern Cross Postgraduate Association Inc

ABN 91 233 499 176

Independent Auditor's Report to the Members

Auditor's Responsibilities for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the committee.
- Conclude on the appropriateness of the committee's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the committee regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Signed on : 8/6/2022



Barry Hockey, FIPA, Tax Agent
Barry Hockey Accountants
2/29 Orlando Street Coffs Harbour NSW 2450



Shae Brown
President

Currently I am undertaking a Doctorate of Philosophy course part-time. My Masters Degree in Education was undertaken here at Southern... [Read More](#)



Jane Mosco
Vice President (acting)

I am currently a PhD candidate with the Centre for Children and Young People in the School of Arts and... [Read More](#)



Hannah McGuigan
Treasurer

I am in my final year of my PhD in sports psychology. Specifically I'm looking at how to manage and... [Read More](#)



Gurmeet Matharu
Secretary

I completed a Bachelors of Commerce in 2002, a Masters of Commerce in 2005 and a Post Graduate Diploma in... [Read More](#)



Thilinka Wijesinghe
Ordinary Member

Thilinka Wijesinghe is a primary and secondary school teacher, and current Ph.D candidate. Thili is an active member of the... [Read More](#)



Megan Lee
Ordinary Member

Megan has a Bachelor in Psychological Science (Honours) and is currently in her third PhD year in the Faculty of... [Read More](#)



Emanuel Cartacai
Ordinary Member

Emanuel is a Business and Information Technology (IT) Leader with 17 years of experience delivering holistic business-critical solutions to private... [Read More](#)

COFFS HARBOUR CAMPUS



Lesley Bennett

Postgraduate Association Officer
Office Hours: Mon & Tues 9am – 5pm
(Currently Working from Home)
M.G.26 Coffs Harbour Education Campus
Hogbin Drive, Coffs Harbour NSW 2450
Tel: (02) 6659 3800
Email: admin@scpa.net.au

LISMORE CAMPUS



Craig Wilson

Postgraduate Association & Helpline Officer
Shop IIC Goodman Plaza, Lismore Campus
Office Hours: Mon, Tues, Thurs 10am – 3pm
Tel: 0401 108 056 | 1300 654 830
Email: helpline@scpa.net.au

GOLD COAST CAMPUS



Jodie Jarratt

Postgraduate Association Officer
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Email: skills@scpa.net.au

DIGITAL MARKETING & ONLINE



Katie Hotko

SOUTHERN CROSS POSTGRADUATE ASSOCIATION INC.
MEMBERSHIP APPLICATION FORM



Membership is free to all postgraduate and honours students who are currently enrolled at Southern Cross University.

The SCPA constitution is available on request and also is available for viewing and downloading from the SCPA website www.scpa.net.au

APPLICANT INFORMATION		
Last Name:	First:	Date
Street Address		
City	State	Post Code
Phone No.	E-mail Address (SCU address only)	
Student No.	School	
Are you currently enrolled in a postgraduate or honours course of study at Southern Cross University? YES <input type="checkbox"/> NO <input type="checkbox"/>		
Name of Degree		
PhD (Research) <input type="checkbox"/> , PhD (Professional) <input type="checkbox"/> , Masters (Research) <input type="checkbox"/> , Masters (Course work) <input type="checkbox"/>		
Graduate Diploma <input type="checkbox"/> , Graduate Certificate <input type="checkbox"/> , Honours <input type="checkbox"/>		
Type of enrolment: Full-time <input type="checkbox"/> , part-time <input type="checkbox"/>		
Distance <input type="checkbox"/> or On campus <input type="checkbox"/>		
Campus most visited/associated with: Coffs Harbour <input type="checkbox"/> , Lismore <input type="checkbox"/> , Gold Coast <input type="checkbox"/> , Hotel School <input type="checkbox"/> , Overseas <input type="checkbox"/> , Other		
Closest main city:		

I hereby affirm and declare that I am currently enrolled in a postgraduate and/or honours course of study at Southern Cross University and that the above information is correct. I hereby apply for membership of SCPA Inc. and I agree to abide by the rules of the association.

Signature of applicant: _____ Date: _____

COMMITTEE NOMINATION AND APPROVAL (OFFICE USE ONLY)

Confirmed by SCPA Inc Committee: YES NO

Date:

Member #1

Member #2

REGISTER OF MEMBERS PROCESSING

Added to Register of Members: YES Date: