DEAKIN UNIVERSITY STUDENT ASSOCIATION INC

STUDENT COUNCIL MEETING MINUTES

3rd MEETING 22 March 2018 11:00AM

Burwood DUSA Building A Meeting Room





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Indicates starred item

Indicates document attached



DUSA Student Council

Thursday 22 March 2018 Commencing at 11:00AM Burwood Campus – Building A Boardroom

The meeting notes that it meets on the land of the Wurundjeri people and we pay our respects to their elders past and present.

Procedural Matters

1.0 Welcome

1.1 The Chair, Lauren Hustwaite formally welcomed all in attendance and declared the meeting open at 11:07AM.

Present

Lauren Hustwaite President and Chair
Jacinta Spithill Vice President
Jean-Marc Kurban General Secretary

Nick O'Neill Assistant General Secretary

Tegan Whitten Education Officer

Amogh Chakravarthy Community Engagement Officer
Alannah Buller Social Engagement Officer

Dani Timtschenko Welfare Officer

Present for Debate

Vanessa Agar Queer Officer
Alex Zhang Wang International Officer

Tam Hovenga-Wauchope Burwood Campus Coordinator Abir Mahmud Geelong Campus Coordinator

By Invitation

Sue Rolland General Manager

Tania Evans Manager – Bookshop & Retail

Robyn Barnden Services Manager Gavin Hodgkinson Advocacy Manager

Lee Emberton Student Engagement Manager

Observers

None

Minute Taker

Annette Allen Executive Officer

1.2 Apologies

Peg O'Keefe Warrnambool Campus Coordinator

1.3 Absent

Josh Gilligan Cloud Campus Coordinator



2.0 Question Time

The Chair advised no questions had been received prior to the meeting, and asked if there were any questions. None were received.

3.0 Starring

- 3.1 The following items were starred for further discussion (including automatic starring as per agenda):
 - 3.2 To consider a recommendation from the Chair that all remaining unstarred reports be received without further discussion.
 - 3.3 To consider a recommendation from the Chair that all remaining unstarred items on the agenda be received and that all recommendations therein be approved without further discussion.
 - 4.1 Minutes of the Student Council meeting dated 22 February 2018
 - 4.2 Actions arising from the Minutes
 - 6.1 Board Grant Application Fair Trade Vision University Scholars Leadership Symposium
 - 7.0 Strategic Matters of Importance
 - 9.0 Policy, Procedures and Systems
 - 9.1 Monthly compliance reporting
 - 10.0 Reports and Operational Matters
 - 10.1 Human Resources
 - 10.2 Finance Report and Profit & Loss
 - 11.0 Minutes of DUSA's Committees Received
 - 12.0 Reports Received
 - 13.0 General / Other Business
 - 13.1 Bookshop Paper
 - 13.2 Project Proposal 2018 DUSA Education & Welfare Survey
 - 13.3 Project Proposal Queer Committee
 - 14.0 Next Meeting
 - 15.0 Meeting Closed

Items Requiring Resolution

3.2 To consider a recommendation from the Chair that all remaining unstarred reports be received without further discussion.

SC01/220318:

The Student Council agrees that all remaining unstarred reports be received without further discussion.

Moved: Lauren Hustwaite Seconded: Jean-Marc Kurban

For: 8 Against: 0 Abstain: 0

Carried

3.3 To consider a recommendation from the Chair that all remaining unstarred items on the agenda be received and that all recommendations therein be approved without further discussion.



SC02/220318:

The Student Council agrees that all remaining unstarred items on the agenda are to be received and that all recommendations therein be approved without further discussion.

Moved: Lauren Hustwaite Seconded: Amogh Chakravarthy

For: 8 Against: 0 Abstain: 0

Carried

4.1 Minutes of the Student Council Meeting

The Chair advised she would move a motion to accept the Minutes of the previous Student Council meeting held on 22 February 2018.

SC03/220318:

That the Minutes of the Student Council Meeting dated 22 February 2018 be confirmed as a true and accurate record of proceedings

Moved: Lauren Hustwaite Seconded: Alannah Buller

For: 7 Against: 0 Abstain: 1*

Carried *Dani Timtschenko

4.2 Actions Arising from Minutes

The Chair referred to the Action Sheet to update the status of action items from previous meetings.

Circulate information to Student Council regarding taxation issues discussed at the January Meeting

The Cloud Campus Coordinator was not present at the meeting, therefore the Chair requested this item remain 'In progress'.

All Student Council members must complete the 'consent matters' training module before the March Student Council Meeting

The Chair asked for a show of hands from all Student Council who had completed this training. The show of hands indicated a 100% completion rate. Strike item from action list.

5.0 Requests for Leave of Absence

The Chair advised that two requests for leave of absence had been received and she would now move a motion to approve the first request.

SC04/220318:

The Student Council approves a leave of absence for Abir Mahmud from 26 March to 9 April 2018 inclusive

Moved: Lauren Hustwaite Seconded: Jean-Marc Kurban

For: 8 Against: 0 Abstain: 0

Carried



SC05/220318:

The Student Council approves a leave of absence for Alannah Buller from 25 March to 8 April

inclusive

Moved: Lauren Hustwaite Seconded: Amogh Chakravarthy

For: 7 Against: 0 Abstain: 1*

Carried *Alannah Buller

6.0 Board Grant Applications

The Chair advised that a Board Grant application had been received from Fair Trade Vision and she would ask the General Secretary to speak further to this application.

The General Secretary advised that while this was an interesting application, the purpose that the funds would be used for does not strictly meet the criteria for receiving board grant funding. The club are requesting an amount of \$3,000 be provided to them to enable three of their executive members to attend a conference in Bangkok, and it was his belief that this would really only be of benefit to a few students rather than many. He suggested that the club could seek either a clubs grant, or they could fundraise to raise the money they require for this trip.

The Student Engagement Manager noted that the application does not meet the requirements of clubs grant funding.

The merits of the application were discussed further, with the general consensus from the Council that it would not set a good precedent to provide Board Grant funds for this purpose, as it was not clear in the application as to how attending this conference would benefit the broader student population.

The Chair noted that the consensus was that this does not fit the criteria of a board grant application, however there was potentially some scope to apply for funding from Deakin, Deakin Talent, or the Bendigo Community Bank could also be contacted as another possible source of funding. On this basis the application has been denied and the General Secretary will contact the club and provide feedback regarding other avenues of funding.

<u>Action:</u> The General Secretary to contact the Fair Trade Vision club and advise them their application had been rejected and provide them with information regarding other possible sources of funding to investigate.

7.0 Strategic Matters of Importance to Members

The Chair advised that no items had been received, and asked if anyone had anything they would like to discuss under strategic matters. No items were received

The Chair raised the issue of the capping of the Commonwealth Grants scheme, and further advised that she and the General Manager had discussed this recently with the Vice-Chancellor. It appears that this will not affect current students, however may impact on future students, with some degrees receiving more assistance than others. It will also be dependent on whether we go to a Federal election this year.

The Chair advised that Trimester 1 saw the first increase in offers to commencing students at Warrnambool Campus. Although a modest increase, the numbers had risen from 178 to 181 and this information had been reported in the Warrnambool Standard. There were also approx. 60 students at Warrnambool who were offered scholarships.



The Chair raised the 'Response to Disclosure' training, noting that this ties in with the 'Consent Matters' training to which we now have 100% completion rate from Student Council. Arrangements have been made for Student Council to attend the 'Response to Disclosure' training sessions and we are aiming for 100% completion rate for this by the end of June.

The Chair requested that all Student Council advise her which dates they will attend the training by tomorrow.

The Chair advised that the new residential building at Geelong Waterfront has had a soft opening, as it is still being completed while students are living there. Those students are receiving a discount on their rent to compensate for the building works that are occurring.

The Chair advised she was able to have a tour through the facility, and noted that it is a very good facility.

The Chair advised that the parking issue at Geelong Waterfront is still receiving media attention. A recent news article advised that the Andrew's Government wanted to build a convention centre on the car park site, which is a very contentious issue. The Vice Chancellor recently advised that this was not an option at present as the University are not considering selling this land.

The Chair advised that O'Week has been a very successful week and it was great to see the engagement of staff, Student Council and Representatives all coming together to provide some very well run events. The Chair thanked everyone for their contribution during this period.

The Vice-President noted that the capping of the grants scheme will potentially affect a lot of people. Some post-graduate degrees will cost well over \$100,000 with medical degrees just over \$40,000 and we need to look at this issue as a matter of urgency.

The Chair further outlined some of the changes to the grants scheme, some of which have been approved, and some have not.

The Education Officer advised that this is also tied into providing awareness to students regarding the State Elections and how this will impact on students, and she and the Welfare Officer will work collaboratively with the Vice-President on an awareness campaign.

<u>Action:</u> The Vice-President to head-up a project which will look at campaigning and awareness around the capping to the grants scheme, with assistance from the Education Officer and the Welfare Officer.

8.0 Regulations and Constitution

The Chair advised there were no items for discussion under regulations and constitution.

9.0 Policy, Procedure & Systems

9.1 *Monthly Compliance Reporting – March*

The Chair advised the status of financial compliance reporting due in March had been provided in the Agenda, and unless there were any questions regarding this she would move on to the next item.



10.0 Reports and Operational Matters

The Chair advised she would refer to the General Manager to provide an update on Human Resources and Finance.

10.1 Human Resources

The General Manager spoke to this item and advised we recently received a resignation in the Advocacy area. Candidates are currently being interviewed for another Advocacy position, and there may be some that can fill this gap as well. In the interim, the Advocacy Team are managing well considering they are in their peak period.

We also have a staff member based in Geelong who will be doing a 4 month placement, and we will fill this gap with a temporary agency person.

The Enterprise Agreement was approved and is still in Fair Work at present, which historically can take some time to go through.

10.2 Finance Report & Profit and Loss

The General Manager spoke to this item and advised that February had been a good month for the bookshops, however March sales in the bookshop are not looking as good as we had hoped for. We made a surplus in February, which was unusual. Accounts are in the process of rephasing the budget which should be ready at April month end.

11.0 Minutes of DUSA Committees

The Chair advised the Minutes of DUSAs Committees received this month were from the Cloud Campus Committee for their meeting held 25 February, the Warrnambool Campus Committee for their meeting held 15 February, the Executive Committee for their meetings held 12 February and 27 February, and the Student Rights Committee for their meeting held 5 February 2018, and unless there were any questions or amendments she would move a motion to accept these minutes.

The Chair stressed the importance of submitting their Committee minutes, even if they haven't reached quorum.

SC06/220318:

That the Student Council receives the Minutes of DUSA's Committees and resolutions therein be endorsed as decisions of DUSA.

Moved: Lauren Hustwaite Seconded: Tegan Whitten

For: 8 Against: 0 Abstain: 0

Carried

12.0 DUSA Reports

The Chair referred to the reports received and asked if any of the Managers or Student Council would like to speak further to their reports.

The Burwood Campus Coordinator advised that she had been unwell recently and had not been able to submit a written report.

She has had further discussions regarding safe spaces on campus.

O'Week at Burwood had gone really well, with most student representatives being very engaged.

The event activation days were starting to receive some good engagement and she has been getting great feedback from the student representatives on this.



The Geelong Campus Coordinator apologised that he had been unable to submit his written report as he had also been unwell and had also had to postpone a recent Campus Committee Meeting due to illness.

He is currently working on a few ideas at the moment.

O'Week at Geelong saw the student representatives being very involved and they really enjoyed the participation.

The Chair noted that both office bearers will submit two reports for next month's meeting.

The Student Engagement Manager advised he had been extremely busy with O'Week events and apologised for not submitting a written report.

The Student Engagement Manager provided a summary of activities during the past month and some activities that are coming up.

Team Captains have been selected after a stringent process.

Trials are commencing across all campuses.

Indigenous Games / IKE are holding training sessions in Geelong.

There is more involvement from clubs with social sport on campus.

Campus Committees and staff are doing well with the recent change management and event activation days.

SHAG week is coming up, outlined various activities around this campaign.

Pride Week – The Queer Officer has driven much of this and it has been great to work with her in this space.

'Postcards' are being created to get students to move towards our on-line resources.

O'Week – outlined statistics from O'Week events. There had been a few incidents, however these were well reported this year.

Involvement from Campus Committees and the Student Council in debriefs after O'Week is currently occurring.

O'Camp was held in February and a great speech had been delivered by the DUSA President. Students attending the camp learnt a lot about DUSA.

Currently looking at more student leadership to replace some of the staff leadership at that camp.

An eNewsletter went out to all Club Executives, and this will create some sharing amongst the clubs and will also inform them as to who the Student Council are, and get their buy-in into the themed weeks.

Showed a promotional video – DUSA urban spread and TAC, Deakin juggernauts and DES – Party to end Trimester 1 exams. This is a 600 ticket event being held in Geelong, with some tickets also available for Warrnambool students. This will be the only DUSA sanctioned party event. Pre-sale tickets will be offered to DUSA members and no other parties will be approved during the two week exam period.

The Chair advised she would now move a motion to accept all reports submitted.

SC07/220318:

That the Student Council receive all presented and written reports.

Moved: Lauren Hustwaite Seconded: Nick O'Neill

For: 8 Against: 0 Abstain: 0

Carried



Items for Discussion

13.0 General / Other Business

The Chair advised there were three items for discussion under General Business. The Chair advised she would move in camera to discuss the first item.

SC08/220318:

That the Student Council move In Camera at 12:00noon

Moved: Lauren Hustwaite Seconded: Tegan Whitten

For: 8 Against: 0 Abstain: 0

Carried

13.1 **Bookshop Paper**

The General Manager spoke to this item.

SC09/220318:

That the Student Council move Out of camera at 12:36PM

Moved: Lauren Hustwaite Seconded: Nick O'Neill

For: 8 Against: 0 Abstain: 0

Carried

SC10/220318:

That the Student Council endorses Option 4 as outlined in the Bookshop Paper, with the proviso that the peppercorn lease and other expected provisions outlined in the paper are forthcoming.

Moved: Lauren Hustwaite Seconded: Amogh Chakravarthy

For: 8 Against: 0 Abstain: 0

Carried

13.2 Project Proposal – 2018 DUSA Education & Welfare Survey

The Education Officer spoke to this item advising that she will design the survey and questions and would appreciate assistance with this from other Student Council members. The survey will then be delivered by utilising Student Representatives and Student Council who will use iPads to approach students on campus and ask them to participate in the survey. She would like to have this project completed by 30 April.

The Community Engagement Officer and the Queer Officer offered to assist the Education Officer to design the survey questions.

The Education Officer advised that there was currently no budget for this project, however it was noted that we currently have a subscription to Survey Monkey which can be utilised for this survey. The Education Officer advised that she would also like to include the cost of two \$50 Coles or Woolworths vouchers as an incentive for students to participate in the survey.



The Chair advised she would move a motion to approve this project proposal.

SC11/220318:

That the Student Council accepts and approves the Education and Welfare project proposal as submitted, with the addition of the cost of two \$50 Coles or Woolworths vouchers

Moved: Lauren Hustwaite Seconded: Jacinta Spithill

For: 8 Against: 0 Abstain: 0

Carried

13.3 Project Proposal – Queer Committee

The Queer Officer spoke to this item and advised the idea was to have an informal style of 'Queer Committee' which would operate in an advisory capacity.

The Queer Officer further outlined some changes since writing the proposal. After having discussions recently with Equity and Diversity, they have asked her to act as Co-Chair of their Committee. The information gathered from this role can be relayed to inform the Student Rights Committee. This project will support her focus groups and empower her role as Queer Officer.

The Burwood Campus Coordinator noted that the project template being used was out of date as it referred to points from the previous strategic plan, and the WIGs from the current strategic plan would need to be incorporated into this.

The Chair advised she would now move a motion to approve this project proposal.

SC12/220318:

That the Student Council accepts and approves the Queer Committee project proposal as submitted

Moved: Lauren Hustwaite Seconded: Dani Timtschenko

For: 8 Against: 0 Abstain: 0

Carried

Items for Noting

14.0 Next Meeting

The Chair advised the next meeting of the DUSA Student Council was scheduled for Thursday 19th April via VMP.

15.0 Close of Business

There being no further business, the Chair declared the meeting closed at 12:47PM.