

DEAKIN UNIVERSITY STUDENT ASSOCIATION INC

# STUDENT COUNCIL MEETING MINUTES

8th MEETING

23 August 2018

2:00PM

VMP #39382

Burwood Building A Meeting Room

Waterfront – Room AD5.102

Waurm Ponds – Room JB3.331

Warrnambool – Room D2.30



**Student Council Meeting Minutes**  
**Thursday 23 August 2018**

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Indicates starred item



Indicates document attached



Indicates document absent

## DUSA Student Council

Thursday 23 August 2018  
Commencing at 2:00PM  
Via VMP #39382

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

### Procedural Matters

#### 1.0 Welcome

- 1.1 The Chair, Lauren Hustwaite formally welcomed all in attendance and declared the meeting open at 2:00PM.

#### 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	(phone)
Alannah Buller	Social Engagement Officer	(phone)
Dani Timtschenko	Welfare Officer	

#### Present for Debate

Vanessa Agar	Queer Officer	
Josh Gilligan	Cloud Campus Coordinator	(phone)
Peg O'Keefe	Warrnambool Campus Coordinator	(phone)
Abir Mahmud	Geelong Campus Coordinator	

#### By Invitation

Sue Rolland	General Manager
Tania Evans	Retail Manager
Daniel Waters	Student Engagement
Fionna Cooper	Finance Manager

#### Observers

None

#### Minute Taker

Annette Allen	Executive Officer
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#### 1.2 Apologies

Alex Zhang Wang	International Officer
Tam Hovenga-Wauchope	Burwood Campus Coordinator
Lee Emberton	Student Engagement Manager
Robyn Barnden	Services Manager
Gavin Hodgkinson	Advocacy Manager

#### 1.3 Absent

None

## **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 26 July 2018
  - 4.2 Actions arising from the Minutes
  - 5.0 Request for Leave of Absence received from Tam Hovenga-Wauchope
  - 6.1 Board Grant Application from Deakin Debating Society
  - 6.2 Board Grant Application from Deakin Psychology Students Society
  - 7.0 Strategic Matters of Importance
  - 7.1 Electoral College Elections
  - 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
  - 10.3 Financial Delegations Update
  - 11.0 Minutes of DUSA's Committees Received
  - 12.0 Reports Received
  - 13.0 General / Other Business
  - 13.1 Campus Coordinators Committee
  - 13.2 Starting a Club or Society
  - 13.3 Multi-Uni Queer Ball
  - 13.4 Sanitary Access for All
  - 13.5 DUSA Endorsement Policy – University Council
  - 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.

**SC01/230818:**

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

<b>Moved:</b>	<b>Lauren Hustwaite</b>	<b>Seconded:</b>	<b>Nick O'Neill</b>
<b>For:</b>	<b>8</b>	<b>Against:</b>	<b>0</b>
		<b>Abstain:</b>	<b>0</b>

**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.

**SC02/230818:**

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

<b>Moved:</b>	<b>Lauren Hustwaite</b>	<b>Seconded:</b>	<b>Jean-Marc Kurban</b>
<b>For:</b>	<b>8</b>	<b>Against:</b>	<b>0</b>
		<b>Abstain:</b>	<b>0</b>

**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 26 July 2018, with one minor amendment to the action item regarding the changes to the Higher Education Scheme, where it shows sitting of Parliament in April, this should be replaced with sitting of Parliament in August.

**SC03/230818:**

**That the Minutes of the Student Council Meeting dated 26 July 2018 be confirmed as a true and accurate record of proceedings, with one amendment as noted.**

<b>Moved:</b>	<b>Lauren Hustwaite</b>	<b>Seconded:</b>	<b>Tegan Whitten</b>
<b>For:</b>	<b>8</b>	<b>Against:</b>	<b>0</b>
		<b>Abstain:</b>	<b>0</b>

**Carried**

### 4.2 Actions Arising from Minutes

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

***Vice-President to head up a project to look at campaigning and awareness around the capping to the grants scheme, with assistance from the Education Officer and Welfare Officer***

The Vice President spoke to this item and advised this has now finished, with over 100 letters sent off to Senator Derryn Hinch. The Chair thanked the Vice President and Education Officer for their work on this. Strike from action list.

***Social Engagement Officer and Student Engagement Manager to follow up with the Deakin Law Student Society to monitor the progress of their application and how funding is expended***

The Social Engagement Officer spoke to this item advising there were no further updates to report on. The first event was due to be held around 9 July, and she has sent an email to the club but has not received a response to date. Item ongoing

***Social Engagement Officer to circulate information received from the Deakin Law Student Society regarding the use of grants funds***

The Social Engagement Officer spoke to this item advising this is waiting on the first item being updated. Item ongoing.

***Set up a working group regarding 'My Health' records, to initially interrogate the pros and cons list, and invite other Student Council to further discussions.***

The Vice President spoke to this item and advised this has not progressed as yet.

The Queer Officer noted that the Queer Committee were also doing some investigation around this issue focussing on how this will affect the queer community. The Queer Officer advised she would like to be included in this working group.

Discussion ensued.

The Warrnambool Campus Coordinator advised that we need to work collaboratively when doing the groundwork.

The Chair advised she would like to see a working group meeting set up for next week, and requested the Executive Officer schedule this in the calendars.

The Education Officer advised that she would also like to be included in this group, noting that we needed to look at the pros and cons first before proceeding any further, as they have not been articulated well in the media.

The Chair asked the Education Officer if she would take the lead role on this project. The Education Officer agreed she would do this.

<p><b>Action:</b> Executive Officer to look at calendars for all members of the My Health records Working Group and schedule the first meeting for next week</p>
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***General Secretary and Assistant General Secretary to work with the General Manager to establish regulations around the adequacy of insurance coverage and annual reporting to Student Council, and report back to Student Council once this has been finalised***

The Chair asked whether there had been any progress on this.

The General Secretary advised this had not been progressed as yet.

The Cloud Campus Coordinator noted that the intent for this action was to build something into our regulations, which also included an annual indicator to Student Council and could be part of our compliance program.

The General Manager advised that she had spoken with the Universities Lawyers to review our insurance annually.

The Chair requested this be reported back to the next Executive Committee Meeting.

Item ongoing.





6.2 Deakin Psychology Students Society – Board Grant Application

The Chair spoke to the application and asked if there were any conflicts of interest. No conflicts of interest were declared.

The Chair opened this item up for discussion.

The General Secretary noted that when these applications were discussed at the Executive Committee Meeting, a decision was made at that time to be consistent with our approvals of these applications. Therefore, as we have approved the first application we also need to be consistent and approve this application.

The Vice President provided information on a previous board grant application which had been similar in nature, however had been denied. After further consideration of both of these applications, she felt satisfied that there were some significant differences between these two applications from the previous application that had been unsuccessful. One of the main points of difference was that the previous application had only provided for their Executive to attend the conference. Whereas these two clubs had used a better model for selection of attendees at their conferences, and there would also be benefits to more student members of each club.

Further discussion ensued on the selection criteria used by the two clubs, with all in agreement that both of these clubs had a more robust selection process.

**SC06/230818:**

**That the Student Council approves a Board Grant Application to the amount of \$2,775 to the Deakin Psychology Students Society**

**Moved: Lauren Hustwaite**

**Seconded:**

**Jacinta Spithill**

**For: 7**

**Against:**

**1**

**Abstain: 0**

**Carried**

**7.0 Strategic Matters of Importance to Members**

7.1 The Chair advised there was one item for discussion and decision regarding the Electoral College Elections being held on 3<sup>rd</sup> October. The Student Council will need to decide at this meeting whether the Electoral College Elections for 2018 will be held on-line or via attendance, and noted that either option is allowable within our election regulations. The Chair further referred to the paper provided by the Returning Officer which outlined her views on electronic voting vs attendance voting.

The Chair requested the Executive Officer provide some background information on this issue.

The Executive officer advised that this had been discussed at the previous Executive Committee and some concerns had been raised regarding electronic voting, which was why we had approached the Returning Officer to write a paper outlining her views. The Executive Officer outlined some of the pitfalls experienced in previous years with holding the Electoral College Elections by attendance.

The Chair opened up this item for discussion.

The Chair noted that the consensus in the room appeared to be to hold the Electoral College Elections by attendance voting and she would now move a motion to approve this.

**SC07/230818:**

**That the Student Council approves the 2018 Electoral College Elections to be held on 3<sup>rd</sup> October by attendance voting at the Werribee Learning Centre**

**Moved: Lauren Hustwaite**

**Seconded:**

**Jacinta Spithill**

**For: 7**

**Against:**

**0**

**Abstain: 1**

**Carried**

The Chair asked if anyone had any other items for discussion under strategic matters of importance to members. No items were received.

The Chair advised that interviews for the new Vice Chancellor had now been completed. An announcement should be made in the very near future. There had been a great field of candidates, and it was really good to have been part of this process.

The Chair advised that Deakin had received accreditation last week which further reflected the quality and standards that the University are upholding as an educational institution. The Chair spoke to the rankings statistics, noting that Deakin is ranked number 10 in Australia and number 3 in Victoria.

The Chair spoke to the recent movement on the Federal level, noting that this is still in contention and we will be watching this closely.

The Chair advised that the Open Days had now been held in Warrnambool and Geelong, and thanked everyone who had attended these and helped out. The last Open Day will be held this Sunday at Burwood Campus.

## **8.0 Regulations and Constitution**

- 8.1 Amendments to General Regulations regarding honorarium payments during transition period  
The Chair advised this item had been included on the agenda, however it had since been withdrawn and will be re-submitted for next month's meeting.

## **9.0 Policy, Procedure & Systems**

### **9.1 *Monthly Compliance Reporting – August***

The Chair advised the status of financial compliance reporting due in August 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 that 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 that there had been a couple of changes recently. The Waurnd Ponds Bookshop Supervisor had resigned and left within a week. We are not replacing this position, due to the changes occurring in the Bookshop space and the move to the warehouse.

One voluntary redundancy had been offered to the finance team, and this had been taken up by Lerna Demircan. This will be a reduction in staffing, with other members of the finance team taking on additional tasks. Lerna will finish with us tomorrow and a morning tea is being held to farewell her.



10.2 **Finance Report & Profit and Loss**

The General Manager spoke to this item and advised the budget was looking very good. Not as many students as we anticipated attended the University Games, so some costs were saved here. Our SSAF funding needs to be ramped up in terms of spending and she will discuss this further with the Student Engagement Manager when he returns from leave.

We have another event scheduled to be held soon at Burwood on the Corporate Partnerships front, and it will be interesting to see how this goes.

Memberships are doing very well, with an additional 289 DUELI students being signed up last week. We currently have 10,865 members and hope to improve this further in the coming months.

The Bookshops are doing well. We recently trialled sending a text message to members advising of discounts early in the trimester, and this seemed to have worked well.

The Finance Manager advised that the Perpetual Investment was doing well. Currently around \$19,000 in dividends and distributions received. It is down a little since the end of July, however it is the nature of this type of investment to see fluctuations. Overall it is doing very well.

The General Manager advised that she is confident that we will meet the end of the year with a small surplus, and we will continue to build on our corporate partnerships next year.

The Chair noted that membership sales figures were up by around \$30,000 from last year, which can be directly attributed to the \$5 increase in the gold membership price.

The General Manager provided some further statistics on memberships, and noted the figures were looking very strong.

The Finance Manager provided some clarification on the availability of liquid funds, compared to the funds invested with Perpetual.

10.3 **Financial Delegations Update**

The Finance Manager spoke to this item, noting that the Constitution provides for the Student Council to delegate its financial authority. This update proposes to remove vending from the list as we no longer have a vending area. We are also changing how the secondary signatory works, with 'any other manager' as a secondary signatory when the primary signatory is not available, instead of specifying a particular manager as signatory.

The Chair advised she would now move a motion to approve the updated financial delegations.

**SC08/230818:**

**That the Student Council approves the updated Financial Delegations as submitted**

**Moved:** Lauren Hustwaite

**Seconded:** Jean-Marc Kurban

**For:** 7

**Against:** 0

**Abstain:** 1\*

**Carried**

\* Community Engagement Officer dropped off-line

### 11.0 *Minutes of DUSA Committees*

The Chair advised the Minutes of DUSA's Committees received this month were from the Executive Committee for its meetings held on 16 and 30 July, and the Burwood Campus Committee for its meeting held 18 June 2018, and she would now move a motion to endorse the minutes of these committees. No minutes had been received from the Student Rights Committee this month as their last meeting did not reach Quorum.

3:20PM The Welfare Officer left the room.

#### SC09/230818:

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

**Moved:** Lauren Hustwaite

**Seconded:** Nick O'Neill

**For:** 6

**Against:**

**0**

**Abstain:** 2 \*

**Carried**

\*Welfare Officer out of the room and Community Engagement Officer dropped off-line

3:25PM The Welfare Officer returned to the room.

### 12.0 **DUSA Reports**

The Chair referred to the reports received and asked if any Student Council or Managers would like to speak further to their reports. The Chair noted that the Geelong Campus Coordinator had submitted his reports just prior to the meeting, however these will be held over and included in the agenda and papers for the September meeting.

The Chair further noted that although the Community Engagement Officer had submitted his report this month, there was still an outstanding report from last month which needed to be submitted to the September meeting.

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

#### SC10/230818:

**That the Student Council receive all presented and written reports.**

**Moved:** Lauren Hustwaite

**Seconded:** Tegan Whitten

**For:** 7

**Against:**

**0**

**Abstain:** 1 \*

**Carried**

\* Community Engagement Officer dropped off-line

## **Items for Discussion / Decision**

### 13.0 **General / Other Business**

The Chair advised there were several items for discussion under General Business and she would refer to the General Secretary to speak to the first item.



13.1 Campus Coordinators Committee

The General Secretary spoke to this item and noted that he had hoped to have the Burwood Campus Coordinator and the Warrnambool Campus Coordinator present for this discussion, however two of the Campus Coordinators were still present at the meeting.

The General Secretary advised that this proposal hoped to assist Campus Coordinators to provide the Executive with a better understanding of issues at the campus level, and also provide an opportunity for Campus Coordinators to meet regularly to discuss the similar issues being faced at each campus and provide each other with support, while also opening an avenue to seek support from the President and General Secretary when required.

The Chair asked for the two Campus Coordinators at the meeting to provide their thoughts on this.

The Geelong Campus Coordinator outlined his thoughts on the proposal, advising that he did not want this to be a reporting back to Executive model, but rather an opportunity to discuss issues being experienced at each campus and gaining assistance when needed. However overall, this would add value to each of the Campus Coordinators and their committees. An informal meeting had been held recently with three of the Campus Coordinators, and there were definitely benefits that came out of this discussion. He would like to see this Committee have a great deal of flexibility.

The Cloud Campus Coordinator advised that he feels this has been under discussion for some time and we are now at a point where we can proceed with this.

The Chair advised that she appreciated the concerns raised around reporting back, but encourages the Campus Coordinators to view this as an opportunity to foster a rapport with the Executive Committee and obtain guidance and assistance from them.

<b>SC11/230818:</b>			
<b>That the Student Council approves the Campus Coordinators Committee proposal as submitted</b>			
<b>Moved:</b>	<b>Lauren Hustwaite</b>	<b>Seconded:</b>	<b>Jean-Marc Kurban</b>
<b>For:</b>	<b>7</b>	<b>Against:</b>	<b>0</b>
			<b>Abstain: 1 *</b>
<b>Carried</b>			<small>* Community Engagement Officer dropped off-line</small>

13.2 Starting a Club or Society

The Social Engagement Officer spoke to this item and advised this document had been sent to her from the Student Engagement Team regarding starting a club or society, and further outlined the reasons behind this. The intention was to be able to provide more information, while clarifying the level of support we can offer clubs, and also provide a template and process to ensure clubs are created with long term sustainability in mind. The application process has been simplified by breaking it down into two parts. We are looking at starting this in Trimester 1 next year. The Student Engagement officer confirmed that he was happy with this proposal.

<b>SC12/230818:</b>			
<b>That the Student Council approves the Starting a Club or Society proposal as submitted</b>			
<b>Moved:</b>	<b>Lauren Hustwaite</b>	<b>Seconded:</b>	<b>Alannah Buller</b>
<b>For:</b>	<b>8</b>	<b>Against:</b>	<b>0</b>
			<b>Abstain: 0</b>
<b>Carried</b>			

13.3 Multi-Uni Queer Ball

The Queer Officer spoke to this item and advised there had been some small changes over the past week to the proposal. Rubix Warehouse had dropped out, however Swinburne are contributing money and have paid the deposit for the venue.

The Chair asked for clarification of the amount that needed approval today. The Queer Officer confirmed that this was up to \$1,000. Discussion ensued.

**SC013/230818:**

**That the Student Council approves up to \$1,000 for the Multi-Uni Queer Ball proposal, subject to the provision of budget receipts and a report from the Queer Officer on the event**

<b>Moved:</b>	<b>Lauren Hustwaite</b>	<b>Seconded:</b>	<b>Jacinta Spithill</b>
<b>For:</b>	<b>8</b>	<b>Against:</b>	<b>0</b>
		<b>Abstain:</b>	<b>0</b>

**Carried**

13.4 Sanitary Access for All

The Queer Officer spoke to this item and advised this proposal will not cost DUSA any money. The plan was to request the University provide these facilities, as this is a human rights issue. There is currently zero sanitary bins in Men's bathrooms, which means trans-gender students on campus who may choose to use the Men's bathrooms have no facilities available to them to dispose of sanitary waste. There are only a few facilities available on each campus in gender-neutral bathrooms, and it is not always convenient to have to find these locations in between classes.

The Queer Officer further advised that this will be raised at a meeting on September 6<sup>th</sup> with Equity and Diversity.

The Chair asked for everyone's thoughts on this.

The General Manager advised that we recently had to raise a request with Facilities as there was only one sanitary bin provided in the bathroom in building H. She noted this was an issue that could also be raised at the Chief Operating Officer's portfolio meeting.

**SC014/230818:**

**That the Student Council approves the Sanitary Access for All proposal as submitted**

<b>Moved:</b>	<b>Lauren Hustwaite</b>	<b>Seconded:</b>	<b>Dani Timtschenko</b>
<b>For:</b>	<b>8</b>	<b>Against:</b>	<b>0</b>
		<b>Abstain:</b>	<b>0</b>

**Carried**

The Chair advised she would now move the meeting In Camera.

**SC15/230818:**

**That the Student Council meeting move In Camera at 3:52PM**

<b>Moved:</b>	<b>Lauren Hustwaite</b>	<b>Seconded:</b>	<b>Tegan Whitten</b>
<b>For:</b>	<b>7</b>	<b>Against:</b>	<b>0</b>
		<b>Abstain:</b>	<b>1 *</b>

**Carried**

\* Community Engagement Officer dropped off-line



**SC16/230818:**

**That the Student Council meeting move Out of camera at 4:04PM**

<b>Moved:</b>	<b>Lauren Hustwaite</b>	<b>Seconded:</b>	<b>Nick O'Neill</b>
<b>For:</b>	<b>8</b>	<b>Against:</b>	<b>0</b>
		<b>Abstain:</b>	<b>0</b>

**Carried**

13.5 University Council - DUSA Endorsement Policy

The Chair spoke to this item noting that the Endorsement Policy had only been circulated today, and was therefore not in the Agenda. The nomination period for University Council was coming up and historically we use our endorsement policy to nominate a DUSA endorsed candidate for University Council.

The Vice President advised the meeting that it was her intention to nominate for University Council.

The General Secretary advised the meeting that it was his intention to nominate for University Council.

The Chair discussed the options regarding an email motion by circular resolution to endorse a candidate, vs voting to endorse a candidate at this meeting.

Discussion ensued regarding whether an absolute majority was required if voted on today.

The Cloud Campus Coordinator outlined why there was a different level of support provided in the endorsement policy relating to endorsing a candidate vs endorsing expenditure, as endorsing expenditure required an absolute majority.

The Chair advised that there will be three abstentions to voting at this meeting, the two candidates and herself, which would mean we would require four voting members to vote in favour of endorsing a candidate for this to be carried.

The Chair advised we would move two separate motions, one for each candidate.

The Vice President spoke to her reasons for nominating to sit on University Council.

The General Secretary spoke to his reasons for nominating to sit on University Council.

4:23PM The Vice President and the General Secretary left the room.

**SC17/230818:**

**That the Student Council approves Jacinta Spithill as the DUSA endorsed candidate for University Council**

<b>Moved:</b>	<b>Lauren Hustwaite</b>	<b>Seconded:</b>	<b>Dani Timtschenko</b>
<b>For:</b>	<b>2</b>	<b>Against:</b>	<b>3</b>
		<b>Abstain:</b>	<b>3</b>

**Motion Failed**



**SC18/230818:**

**That the Student Council approves Jean-Marc Kurban as the DUSA endorsed candidate for University Council**

**Moved: Lauren Hustwaite**

**Seconded:**

**Nick O'Neill**

**For: 3**

**Against:**

**2**

**Abstain: 3**

**Motion Failed**

The Chair advised that moving forward she was not happy that we do not have a DUSA endorsed candidate, and would like to provide everyone with a little more time to consider this and have further conversations so that we can come back to this with a circular resolution via email. The Chair stressed that this is a time sensitive issue as both candidates need to nominate tomorrow.

4:28PM The Vice President and General Secretary returned to the meeting.

## **Items for Noting**

### **14.0 Next Meeting**

The Chair advised the next meeting of the DUSA Student Council was scheduled for Thursday 27th September by attendance at Burwood Campus.

### **15.0 Close of Business**

There being no further business, the Chair declared the meeting closed at 4:30PM.