

DEAKIN UNIVERSITY STUDENT ASSOCIATION INC

STUDENT COUNCIL MEETING MINUTES

11th MEETING

25 October 2018

11:00AM

Waurin Ponds Campus – Room IB3.006



Student Council Meeting Minutes

Thursday 25 October 2018



Indicates starred item



Indicates document attached



Indicates document absent



DUSA Student Council

Thursday 25 October 2018
Commencing at 11:00AM
Waurin Ponds Campus – Room IB3.006

The meeting notes that it meets on the land of the Wathaurong 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 11:05AM.

Present

Lauren Hustwaite	President and Chair
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

Present for Debate

Alex Zhang Wang	International Officer
Josh Gilligan	Cloud Campus Coordinator
Peg O'Keefe	Warrnambool Campus Coordinator
Tam Hovenga-Wauchope	Burwood Campus Coordinator

By Invitation

Sue Rolland	General Manager
Tania Evans	Retail Manager
Robyn Barnden	Services Manager
Fionna Cooper	Finance Manager
Lee Emberton	Student Engagement Manager

Observers

None

Minute Taker

Annette Allen	Executive Officer
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1.2 Apologies

Jacinta Spithill	Vice-President (<i>on leave</i>)
Abir Mahmud	Geelong Campus Coordinator
Dani Timtschenko	Welfare Officer
Gavin Hodgkinson	Advocacy Manager

1.3 Absent

Vanessa Agar	Queer Officer
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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 27 September 2018
 - 4.2 Actions arising from the Minutes
 - 5.0 Request for Leave of Absence received from Vanessa Agar
 - 7.0 Strategic Matters of Importance
 - 8.0 Regulations and Constitution
 - 8.1 Amendments to Election Regulations
 - 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 2019 Budget
 - 13.2 Change of DUSA Signatories
 - 13.3 To Room It May Concern
 - 13.4 Student Leadership Project
 - 13.5 Minutes of Queer Committee Meeting held 25/07/18
 - 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.

SC01/251018:
The Student Council agrees that all remaining unstarred reports be received without further discussion

Moved:	Lauren Hustwaite	Seconded:	Amogh Chakravarthy
For:	6	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.

SC02/251018:

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

Moved:	Lauren Hustwaite	Seconded:	Jean-Marc Kurban
For:	6	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 27 September 2018.

SC03/251018:

That the Minutes of the Student Council Meeting dated 27 September 2018 be confirmed as a true and accurate record of proceedings.

Moved:	Lauren Hustwaite	Seconded:	Nick O'Neill
For:	6	Against:	0
		Abstain:	0

Carried

4.2 Actions Arising from Minutes

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

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

The Education Officer advised this is continuing. An email was sent out, not many replies received. Still working on this. Will follow up further on this during this week. Item ongoing.

Social Engagement Officer to liaise with Sophie and the Student Engagement Team to see how we can better support Cloud and Warrnambool with events

The Chair provided some background on how this action came about. The Social Engagement Officer advised this is a work in progress. The Student Engagement Manager advised the clubs ability to communicate this event to Warrnambool and Cloud was not as good as it could have been. Item ongoing.

Include insurance compliance items in the agenda for future Student Council Meetings:

- ***Insurance disclosure forms to be completed (Sept Meeting)***
- ***Insurance policies to be in place (January Meeting)***

The Executive Officer confirmed the insurance compliance items have been scheduled to be reported on at the September and January meetings. Strike from action list.

NUS Representative on-campus, Jean-Marc Kurban to raise DUSA's concerns with NUS around the 'No Confidence Vote for the NUS Queer-LGBTQI+ Officers' and request they investigate this matter

The General Secretary advised he had sent an email to NUS and had not received a response from them as yet. Item in progress.



Organise and run a social media 'enrol to vote' campaign for upcoming State elections

The Education Officer advised they did a social media post on Facebook regarding this.
Item completed. Strike from list.

5.0 Requests for Leave of Absence

The Chair advised that a request for leave of absence had been received from Vanessa Agar for the period 5 November to 19 November inclusive, and she would now move a motion to approve this request.

SC04/251018:

That the Student Council approves a leave of absence for Vanessa Agar for the period 5 November to 19 November inclusive

Moved: Lauren Hustwaite

Seconded:

Tegan Whitten

For: 6

Against:

0

Abstain: 0

Carried

6.0 Board Grant Applications

The Chair advised no applications had been received for this meeting.

7.0 Strategic Matters of Importance to Members

7.1 The Chair advised no items had been received and asked whether anyone had anything they would like to raise under strategic matters.

The Chair noted that on a federal politics level, the Wentworth by-election had been lost by the Liberal Party, which puts the Government in a minority governing position. The impact of this could be significant on the University sector at future elections.

The Chair advised she and the Advocacy Manager attended a workshop for the respectful behaviour model. This will be a compulsory model for all students and will replace the current respect matters model. The respectful behaviour model is currently in development and DUSA have been included in consultations during the development stage.

Further discussion ensued regarding encouraging students to enrol to vote and running campaigns around this.

8.0 Regulations and Constitution

The Chair advised we had some proposed amendments to our Election Regulations on the agenda and referred to the Assistant General Secretary to speak to these.

8.1 Proposed amendments to Election Regulations

The Assistant General Secretary spoke to this item and advised the majority of these changes are to clarify the regulations and tidy them up with the deletion of doubled-up clauses etc.

The Assistant General Secretary referred to clause 35.1 and noted that this was left over from the term changes and did not reflect the new term of office dates. The next significant change was to clause 39.5(a) where amendments to reflect an equal amount of co-options to vacancies needed to be included. The co-option clauses have been edited quite significantly, particularly in reference to the International Officer and Queer Officer positions, where much of the wording for these positions was not appropriate as it referenced student representatives and campus committee meetings, which was not necessarily correct. The wording around these two positions has been amended to be more accurate.

Questions ensued regarding the scoring system for co-option and how this could be perceived as bias, and whether this could be resolved with in camera sessions.

Discussion ensued with a suggestion that a policy around how scoring would work may be required.

The Assistant General Secretary advised that further amendments will be coming shortly and we may need to include further revisions to clause 39.5(a) at that time.

The Chair advised we will accept the current amendments and review clause 39.5 further when the next round of changes comes through at the November meeting.

SC05/251018:

That the Student Council approves the proposed changes to the Elections Regulations as submitted

Moved:	Lauren Hustwaite	Seconded:	Jean-Marc Kurban
For:	6	Against:	0
		Abstain:	0

Carried

9.0 Policy, Procedure & Systems

9.1 *Monthly Compliance Reporting – October*

The Chair advised the status of financial compliance reporting and insurance compliance reporting due in October 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 then Finance.

10.1 *Human Resources*

The General Manager spoke to this item and advised that we are in the process of recruiting for two positions, a Financial Counsellor and Advocacy role.

11:41AM The Social Engagement Officer declared a conflict of interest and left the room.

The General Manager advised they received some strong candidates for the Financial Counsellor position and have a preferred candidate for this position, which will be a 3 day per week role. This position will provide counselling to students to get them into a better financial position and will be on a referral basis. We have secured additional SSAF funding to cover this.

The other role in Advocacy is to replace Jess Salomone's current role for six months, as Jess is moving into an Advocacy position for a six month trial period.

The Chair thanked the Burwood Campus Coordinator and the Queer Officer for sitting in on the interviews for these positions.

The General Manager advised we have received a resignation from our Burwood Front of House member, Tamara Brown. Tam has resigned to take up a senior bookkeeping position with an Accounting Firm. Tam has been with us for three years and while we are sad to lose her, it is a great step forward for her.

Recruitment has commenced to fill her position, and we will initially look through past applications received for this role, and only go out to the market if we need to.



Tam has also kindly agreed to come back during O'Week to assist us during our busy period.

11:45AM The Social Engagement Officer returned to the room.

10.2 **Finance Report & Profit and Loss**

The General Manager spoke to this item and advised we are ahead of budget at this point. We are planning a few things toward the end of year.

Bookshops are currently not doing well. There has been a lot of additional strain on the Geelong bookshop staff as they transition into the warehouse, while still running the campus bookshops.

The Student Engagement Manager has some plans for Trimester 3. We are looking at an event which will be predominantly for International Students, and could also drive additional memberships. Dan from the Student Engagement Team is currently scoping this event which will involve taking students to the cricket and a tour of the MCG.

Next year we are looking at holding two DUSA balls, one in Geelong and the other in Burwood. We will most likely get an agency in to assist us with holding these events.

The Advocacy area is currently under budget, however we allocate a lot of overhead costs to this area as Front of House staff do a lot of work with appointments for Advocacy.

The Finance Manager noted that investments have done poorly in July, and as at today our Perpetual Investment is less than the initial \$1M investment, so it will temporarily show a loss until this picks up again. We need to keep in mind that this is a long term investment and we need to ride out the ups and downs with this type of investment.

Questions and discussion ensued on membership figures.

The General Manager advised there will be a big influx of DUELI students coming on the 8th November and this could see us go over 11,000 members.

The General Manager outlined some of the difficulties experienced engaging with IKE, however advised that Georgia in Advocacy has made some great in-roads in this area.

The Chair outlined some of the ideas as to how we want to embrace and engage with IKE and further our relationships in this area.

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 10th and 24th September and she would now move a motion to endorse these minutes.

SC06/251018:

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

Moved:	Lauren Hustwaite	Seconded:	Amogh Chakravarthy
For:	6	Against:	0
		Abstain:	0
Carried			

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 requested the General Manager provide an update on the current status of Corporate Partnerships.

The General Manager advised we are still building this up and provided an outline of where we are currently at with this area.

The General Manager answered questions regarding the status of the new website and advised this is almost finalised. She further noted that this should be up by the end of this year, initially to sort out any bugs and test some areas, and then do a launch next year.

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

SC07/251018:

That the Student Council receive all presented and written reports.

Moved:	Lauren Hustwaite	Seconded:	Amogh Chakravarthy
For:	6	Against:	0
		Abstain:	0
Carried			

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 Manager to speak to the first item.

13.1 2019 Budget

The General Manager spoke to this item referring to the draft paper she had circulated, noting that this is the draft budget prior to submission to FBAC at their November meeting. The budget will be updated with the October figures before we take it to FBAC.

The current budget looks like we will make a surplus, where we originally thought we would make a loss. Next year the budget shows an expected loss.

The General Manager outlined further areas of the budget such as corporate partnerships, and the bookshop noting that these figures are estimates and at this stage we don't really know what will happen in these areas.

The Finance Manager agreed that we are predicting what may happen in these areas, but at this stage we don't really know and elaborated further on some of the line items in the budget.

The General Manager advised discussions will be occurring next week regarding the possibility of a stationery vending machine.

Our messaging will be to try and get all Deakin students who need to purchase books to get them from DUSA, as funds go back into services for students.

Questions and discussion ensued.

The Chair thanked the General Manager and Finance Manager for their work on the budget.



SC08/251018:
That the Student Council approves the 2019 Budget as submitted with the provision that the 2019 incoming Student Council will endorse this again in January

Moved:	Lauren Hustwaite	Seconded:	Amogh Chakravarthy
For:	6	Against:	0
		Abstain:	0

Carried

13.2 Change of DUSA Signatories

The Finance Manager spoke to this item and advised that as the President and General Secretary are the signatories for DUSA, and because we have a new General Secretary and President next year, we need to add Amogh Chakravarthy as a signatory.

SC09/251018:
That the Student Council approves the change to DUSA Signatories as submitted

Moved:	Lauren Hustwaite	Seconded:	Jean-Marc Kurban
For:	6	Against:	0
		Abstain:	0

Carried

13.3 To Room It May Concern

The Chair advised that as the Queer Officer was not present at the meeting, it may be best to hold this item over for discussion at the next meeting. The Chair noted that there are two parts to this proposal, the Waterfront Queer Room and access to sanitary bins.

13.4 Student Leadership Project

The Student Engagement Manager spoke to this item providing an update on the Leadership Project. He referred to a paper that he had provided to the Executive Officer just prior to the meeting, however as there were no presentation facilities in the room he may need to discuss this with Student Council via a separate VMP meeting.

Action: Executive Officer to schedule a 1 – 1 ½ hour time-slot for the Student Engagement Manager to update the Student Council via VMP meeting on the Student Leadership Project

13.5 Minutes of Queer Committee Meeting held 25/07/2018

The Chair advised that these minutes had been circulated for information and reference only, and no action was required.

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

SC10/251018:
That the Student Council meeting move In Camera at 12:50PM

Moved:	Lauren Hustwaite	Seconded:	Jean-Marc Kurban
For:	6	Against:	0
		Abstain:	0

Carried

1:13PM The Social Engagement Officer left the meeting.



SC11/251018:

That the Student Council meeting move Out of Camera at 1:20PM

Moved: Lauren Hustwaite

Seconded:

Nick O'Neill

For: 5

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 22nd November by VMP.

15.0 Close of Business

There being no further business, the Chair declared the meeting closed at 1:20PM.