

DEAKIN UNIVERSITY STUDENT ASSOCIATION INC

STUDENT COUNCIL MEETING MINUTES

12th MEETING

22 November 2018

11:00AM

Via VMP #39382

Waterfront AD1.122; Waurn Ponds JB3.303; Warrnambool D2.30;
Burwood Building A Boardroom



Student Council Meeting Minutes

Thursday 22 November 2018



Indicates starred item



Indicates document attached



Indicates document absent

DUSA Student Council

Thursday 22 November 2018

Commencing at 11:00AM Via VMP #39382

The meeting notes that it meets on the land of the Wathaurong people, the Wurundjeri people and the Gunditjmara 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 11:04AM.

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
Dani Timtschenko	Welfare Officer
Amogh Chakravarthy	Community Engagement Officer
Alannah Buller	Social Engagement Officer <i>(by phone)</i>

Present for Debate

Alex Zhang Wang	International Officer	<i>(by phone from 11:29AM)</i>
Vanessa Agar	Queer Officer	
Josh Gilligan	Cloud Campus Coordinator	<i>(by phone from 11:08AM)</i>
Abir Mahmud	Geelong 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
Gavin Hodgkinson	Advocacy Manager

Observers

Kristen Warren	2019 Student Council Member
Louise Cairney	2019 Student Council Member

Minute Taker

Annette Allen	Executive Officer
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1.2 Apologies

Peg O'Keefe	Warrnambool Campus Coordinator
Tam Hovenga-Wauchope	Burwood Campus Coordinator

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 25 October 2018
- 4.2 Actions arising from the Minutes
- 5.0 Request for Leave of Absence received - Amogh Chakravarthy
- 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 To Room It May Concern
- 13.2 Queer Collaborations 2019
- 13.3 Minutes of Queer Committee Meeting held 01/10/18
- 13.4 Working with Children Checks
- 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.

SC01/221118:

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

Moved:	Lauren Hustwaite	Seconded:	Nick O'Neill
For:	8	Against:	0
		Abstain:	0
Carried			

11:08AM the Cloud Campus Coordinator joined the meeting.

- 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.

SC02/221118:

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:	Amogh Chakravarthy
For:	8	Against:	0
Carried		Abstain:	0

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 25 October 2018, and asked if there were any amendments required.

SC03/221118:

That the Minutes of the Student Council Meeting dated 25 October 2018 be confirmed as a true and accurate record of proceedings.

Moved:	Lauren Hustwaite	Seconded:	Tegan Whitten
For:	8	Against:	0
Carried		Abstain:	0

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 updated this item advising the date had been extended to January. She has sent an email to Sophie in Marketing to get an info-graphic completed before January. Discussion ensued regarding Marketing workload and the best way to proceed with this. The Education Officer confirmed we may need to do a non-bias article for social media in the interim.

Item in progress.

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 Social Engagement Officer updated this item advising she had a meeting with the Student Engagement Manager and Student Engagement team member, Chris Erickson in Geelong yesterday and she read out some notes from this meeting. She advised that the event did not get the traction that had been anticipated, with limited promotional avenues available. She will draft a letter to the Club to encourage them to move forward with this initiative, and advise them that DUSA will provide support. We need to ensure this event has the widest reach possible, and provide the Club with information on which students would be applicable to attend, i.e. Cloud and Warrnambool.



The Student Engagement Manager provided some background information on this initiative and how it came about, and advised he and the Social Engagement Officer should be in a position to provide a further update to Student Council at the December meeting.

Questions and discussion ensued.

Item to remain in progress.

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 updated this item advising he had still not received a response from NUS. He did speak with an NUS Executive a week or so ago and raised the issue with them. He noted however, that the NUS Queer Officer's term finishes in approx. 3 weeks, so it may be too late to do anything officially regarding this.

The Chair advised that it would still be worthwhile forwarding a statement to NUS along the lines that we do not want this to continue to be an ongoing issue, as it has in the past. If we decide to affiliate with NUS next year, we need to re-iterate our feelings in writing.

The Queer Officer advised that candidates for this position are put forward by SALT, and she agreed that there was not much more we could do at this stage.

Strike from action list.

Schedule a 1-11/2 hour time-slot via VMP for Student Engagement Manager to update the Student Council on the Student Leadership Project

The Chair confirmed that this had been done by the Executive officer.

Strike from action list.

5.0 Requests for Leave of Absence

The Chair advised that a request for leave of absence had been received from Amogh Chakravarthy, for the period 3 December to 10 December 2018 inclusive, and she would now move a motion to approve this request.

SC04/221118:

That the Student Council approves a leave of absence for Amogh Chakravarthy for the period 3 December to 10 December 2018 inclusive

Moved:	Lauren Hustwaite	Seconded:	Jean-Marc Kurban	
For:	7	Against:	0	
			Abstain:	1*
Carried				* Amogh Chakravarthy

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 advised that a week or so back there had been a significant outage on Deakin sync, and this had been treated as a critical incident within the University. This had occurred as a result of the provider software being hacked, which then resulted in a denial of service, and had also affected other organisations such as Telstra.

Discussion ensued.

The Chair advised that Government funding for Warrnambool Campus had now ceased, which meant that Warrnambool campus was now entirely supported by Deakin, who have confirmed they will support the campus for at least the next couple of years.

Discussion ensued regarding DUSA's ongoing support of Warrnambool campus.

11:29AM The International Officer joined the meeting.

11:32 The Welfare Officer stepped out of the meeting.

Action: DUSA President to circulate information to Student Council regarding the University re-structure and continued support for Warrnambool Campus

The Chair advised there had been some good news at Waurn Ponds, in that traffic lights are to be installed on Pigdons Road, which will greatly benefit the campus as this has been a significant issue for traffic travelling along that road and entering the campus.

8.0 Regulations and Constitution

The Chair advised we had some further amendments to our Election Regulations on the agenda, and she referred to the Assistant General Secretary to speak to this item.

8.1 Proposed amendments to Election Regulations

The Assistant General Secretary spoke to this item advising that 80% of these changes came out of recommendations provided by the 2018 Returning Officer, and further noted that an explanatory document had been provided with the draft amended Election Regulations which explains the reasoning behind the proposed changes.

The Assistant General Secretary asked if there were any questions regarding the changes.

The Assistant General Secretary advised there were also a few additional changes which were not part of the Returning Officer's suggestions, and he provided an explanation regarding these changes.

Change #5 related to rulings by the Returning Officer regarding above and below the line voting, to provide further clarification on this in the regulations.

11:36AM The Welfare Officer returned to the meeting.

Change #8 related to clause 32.7(a) of the Election Regulations and is to provide an extra means to candidates to challenge misapplication of election procedures and regulations by providing an additional option to appeal decisions of the Returning Officer.

The Assistant General Secretary asked if anyone had any comments on the proposed changes.

A suggestion was put forward to remove the word 'desist' and replace this with 'reconsider' which would simplify this clause.

Further discussion ensued.



The Assistant General Secretary agreed to amend the wording to 'reconsider' instead of 'desist'.

It was suggested that tightening the wording in clause 32.7(a) around 'severe disadvantage' may be needed, to include a threshold whereby the Electoral College would convene. Also, to include a separate definition regarding what is meant by 'severe disadvantage', along the lines of *'if this had a material impact on the outcome of the elections'*, rather than just having the words 'severe disadvantage' which is very open to interpretation. The additional wording would require a higher bar to have to prove.

The Assistant General Secretary advised he will include these additional amendments and bring them back to the December Student Council meeting.

Removing clause 32.7 (b) 'penalty imposed was too severe' was also suggested, as this provides too much scope for candidates to appeal and go to Electoral Tribunal.

The Chair advised that it would be beneficial for Student Council to hold further discussions on amendments to the Election Regulations outside of this meeting, and noted that the time to raise and submit questions was as soon as the agenda and papers are received before each meeting.

SC05/221118:

That the Student Council accepts the changes to the Electoral Regulations as submitted, with the proviso that the wording in Clause 32.7(a) be altered from 'desist' to 'reconsider'

Moved: Lauren Hustwaite

Seconded:

Nick O'Neill

For: 8

Against:

0

Abstain: 0

Carried

9.0 Policy, Procedure & Systems

9.1 *Monthly Compliance Reporting – November*

The Chair advised the status of financial compliance reporting due in November 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 recruiting for the Commercial Marketing Coordinator and the Marketing Assistant had commenced, and we had received over 100 applications for the Marketing Assistant role and 10 applications for the Commercial Marketing Coordinator role. So far the quality of applicants has been very good, with still a week to go for the advertisements to run.

Our new recruits are doing very well, with Jaimie and Shona both having commenced in Advocacy and Sharni having commenced at Burwood Front of House.

The office will be winding up towards end of year, and once the Christmas party has happened everything will start to wind-down.

The Bookshop will be finishing up soon, and there is still a bit of work to be done there before they close.

Overall, everything in HR is looking positive.

10.2 **Finance Report & Profit and Loss**

The General Manager spoke to this item and advised we are still in a strong position, and are anticipating a small surplus, however it is difficult to be exact at this point.

The cricket event is being held tomorrow, and this sold out via word of mouth without any advertising. Over 100 students will be attending the event.

Our balance sheet is still strong, and there is nothing of significance to report since last month.

The Chair queried the Finance Report where a deficit was showing.

The Finance Manager provided an explanation, noting that it is almost impossible to quantify at this stage regarding whether this will be a surplus or deficit.

The General Manager noted the report is excluding clubs.

Discussion and questions ensued.

The Finance Manager answered questions regarding the loss showing on page 46 and explained how revenue, expenses, and salary costs affect figures, as well as the timing difference between revenue and expenses. YTD we are approx. \$200,000 ahead.

The Student Engagement Manager provided further information on Clubs and Societies figures.

The Chair raised the Perpetual Investment, noting that we saw the first major downturn here.

The Finance Manager confirmed that our total investment at today was \$982,000, which is in line with what is currently happening on the stock market.

Chair noted that we had had some 'furry' visitors' at the Burwood Bookshop during the refurbishment stage, and as a result some stock had to be written off.

The Retail Manager confirmed that we had to write off some books as well as food items.

The General Manager advised some good news was that we were now sitting at just over 11,200 members as of today. The cricket event had also boosted our membership numbers, which was a great result.

The Chair spoke to the membership figures and the growth seen in this area, and thanked the Team for their work in getting the membership figures to where they are.

11.0 **Minutes of DUSA Committees**

The Chair advised the Minutes of DUSA's Committees received this month were from the Student Rights Committee for its meeting held on 12 November, and the Executive Committee for its meetings held on 22 October and 2 November. Also included were notes from an Executive meeting held on 9 October which had not reached quorum, and therefore the notes were included for information only.

The Chair advised she would now move a motion to endorse these meeting minutes.

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

SC07/221118:

That the Student Council receive all presented and written reports

Moved: Lauren Hustwaite

Seconded:

Jacinta Spithill

For: 8

Against:

0

Abstain:

0

Carried

Items for Discussion / Decision

13.0 General / Other Business

The Chair advised there were two items for discussion under General Business and she would refer to the Queer Officer to speak to both of these items.

13.1 To Room it May Concern

The Queer Officer spoke to this item and advised the Advisory Group has a project and facilities team, who look at queer rooms, bathrooms etc. The team leader had met recently with one of the University's Facilities Managers. Apparently, a Deakin staff member was recently quoted as saying *'if you want sanitary bins in bathrooms you just need to submit a work request'*.

The Queer Officer noted that this is an extension of the project proposal submitted to the September meeting, and we are keen to take them up on this offer to see if it is as easy as that to have them installed.

12:25 The Student Engagement Manager returned to the meeting.

The Queer Officer asked if there were any questions on the proposal.

The Chair requested the Queer Officer clarify whether she was seeking Student Council approval to proceed with requesting sanitary bins.

It was noted that the Facilities Manager at Waterfront Campus had advised last year that there was not sufficient space there to include a Queer Room.

The General Manager advised she would be going to Warrnambool next week and can raise this issue with the Warrnambool Campus Manager regarding getting a Queer Room at that campus.

The General Manager confirmed there was now a Queer Room at Waurm Ponds which was installed as part of the new refurbishment, however the room needed some love and attention to make it more hospitable.

The Queer Officer advised she will alter the proposal to note that the work request should not be submitted for Warrnambool until the General Manager had spoken with the Warrnambool Campus Manager next week to obtain his thoughts on the best way to proceed with this request.

The Queer Officer advised she will liaise with the Executive Officer to submit the work requests for this project.



The General Manager noted that we have a very good relationship with Warrnambool Residential, which will assist us with running the event there.

Further discussion ensued regarding other accommodation in the area and whether this would be in competition with the accommodation provided at Residential. It was noted that alternative accommodation in the area is much more expensive, and is not within walking distance of the campus.

A suggestion was put forward that DUSA also consider sponsoring some students to attend the conference.

Action: The Queer Officer and Student Engagement Manager to report back with further information on organisation of the Queer Collaborations Conference to the December Student Council Meeting.

SC09/221118:
That the Student Council approves the Queer Collaborations 2019 proposal as submitted

Moved:	Lauren Hustwaite	Seconded:	Jean-Marc Kurban
For:	8	Against:	0
		Abstain:	0

Carried

13.3 Minutes of the Queer Committee Meeting held 01/10/2018
The Chair advised these minutes had been provided for information only, and no decisions were required.

13.4 Working with Children Checks
The Chair spoke to this item and advised that while Deakin and DUSA staff are now required to have working with children checks, we don't have anything in place for Student Council, and it would be beneficial to have a clause around this included in the Regulations specifically for Student Council.

The Chair further noted that there are some under 18 year olds at the University, which is why it has become a requirement for staff to have these checks.

The Chair advised she had also had discussions with the General Manager to look at a Policy for Sports and Student Leaders to also have working with children checks done.

Questions were raised regarding whether we have any data around the numbers of 17 year old students attending clubs events etc.

The Student Engagement Manager provided some information around this, including what type of data we have available.

Discussion ensued.

Action: Executive Officer to schedule a time for Student Council to discuss further the working with children checks

The Chair acknowledged that the DUSA team had received a Vice Chancellors award for our outstanding contribution regarding the Contract Cheating Campaign, and it had been great to see this recognized by the Deakin community. We had also received an award last year.

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



SC10/221118

That the Student Council meeting move In Camera at 1:18PM

Moved:	Lauren Hustwaite	Seconded:	Tegan Whitten
For:	8	Against:	0
		Abstain:	0

Carried

SC11/221118:

That the Student Council meeting move Out of Camera at 1:26PM

Moved:	Lauren Hustwaite	Seconded:	Jacinta Spithill
For:	8	Against:	0
		Abstain:	0

Carried

Items for Noting

14.0 Next Meeting

The Chair advised that the final meeting of the DUSA Student Council for 2018 was scheduled for Wednesday 19th December at Waterfront Campus. The Chair noted that this meeting will commence at 10:30am with a visit from the Vice Chancellor.

15.0 Close of Business

There being no further business, the Chair declared the meeting closed at 1:27PM.