

DEAKIN UNIVERSITY STUDENT ASSOCIATION INC

STUDENT COUNCIL MEETING MINUTES

2nd Meeting

25 January 2023

1:30PM

Burwood Building A Meeting Room and Via Zoom



Student Council Meeting Minutes
Wednesday 25 January 2023

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DUSA Student Council

Wednesday 25 January 2023

Commencing at 1:30PM

Burwood Building A Meeting Room and Via Zoom

Procedural Matters

1.0 Welcome

- 1.1 The Chair, Georgie Brimer formally welcomed all in attendance and declared the meeting open at 1:33PM.

As we gather for this meeting physically dispersed and virtually constructed, let us take a moment to reflect on the meaning of place and in doing so recognise the various traditional lands on which we do our business today.

We acknowledge the Elders past, present and emerging of all the lands we work and live on, and their Ancestral Spirits, with gratitude and respect.

Present

Georgie Brimer	President and Chair
Guleid Abdullahi	Vice President – Education
Simar Bedi	Vice President - Welfare
Jonathan De La Pena	General Secretary
Spencer Perry	Assistant General Secretary (joined meeting at 1:58PM)
Max McGahan	Student Council Member
Jerry Cui	Student Council Member
Jorja Sharp	Student Council Member
Ally Petherick	Student Council Member

Present for Debate

None

By Invitation

Sue Rolland	General Manager
Lee Emberton	Student Engagement Manager (joined meeting at 1:39PM)
Robyn Barnden	Operations Manager
Fionna Cooper	Finance Manager

Observers

Paul Ting	Burwood Campus Coordinator
Gurrattan Gaahlay	Warrnambool Campus Coordinator

Minute Taker

Annette Allen	Executive Officer
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1.2 Apologies

Prabhmah Singh	Student Council Member (on leave)
Gavin Hodgkinson	Advocacy Manager (on leave)

1.3 Absent

None

1:35PM The Chair welcomed Professor Lisa Hanna, Dean of Students to the meeting.

Professor Hanna spoke to Student Council thanking them for inviting her to join the meeting today, and advised she is always happy to have open dialogue with the students and to be able to work with the Student Council in a collaborative way.

Prof. Hanna showed some slides on what areas of responsibility sit with her as Dean of Students and what areas of the University she and her team are involved in.

The Student Engagement Manager joined the meeting at 1:39PM.

Professor Hanna advised that she has been Dean of Students since 2019 and was previously with the Faculty of Health and she has recently been engaged for another 5 years as Dean of Students. Prof. Hanna further noted that as part of her role she holds the University to account regarding policy and procedures and she initiates and leads changes that need to happen on behalf of students.

The teams that sit under the Dean of Students Office are:

- Students as partners team
- Student academic and peer support services
- Student academic progress & integrity
- Student complaints, conduct and appeals

Prof. Hanna advised she works very closely with DUSA's Advocacy Manager, Gavin Hodgkinson and his team to ensure all processes are in place for students involved in academic integrity charges so that they get the best possible hearing and outcome.

Prof. Hanna outlined the mechanism by which students can raise grievances, and advised that her office then investigates issues brought to them by students, so it is important that the Dean of Students office remains independent and are not part of a Faculty. Her office is also responsible for the code of conduct.

Prof. Hanna suggested reinstating the monthly or six weekly brief meetings with DUSA's Vice President Education and Vice President Welfare so we are on top of issues as they happen.

The Chair agreed this would be a good idea and thanked Professor Hanna for attending the meeting today.

2.0 Question Time

- 2.1 The Chair advised no questions had been received prior to the meeting.
- 2.2 The Chair asked if anyone had any questions. No questions were received.
- 2.3 The Chair asked if there were any conflicts of interest to declare. 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 Accept the minutes of the previous Student Council meeting held on 24 November 2022.
 - 4.2 Actions arising from the Minutes
 - 6.0 Request for leave of absence

- 6.1 Leave request from Jorja Sharp
- 6.2 Leave request from Prabhmann Singh
- 8.0 Strategic Matters of Importance to Members
- 9.0 Regulations & Constitution
- 9.1 Proposed changes to General Regulations
- 10.0 Policy, Procedures and Systems
- 10.1 Monthly compliance reporting
- 11.0 Reports and Operational Matters
- 11.1 Human Resources
- 11.2 Finance Report and Profit & Loss
- 12.0 Minutes of DUSA's Committees Received
- 12.5 Minutes of Executive Committee
- 12.7 First Nations Committee Minutes
- 13.0 Reports Received
- 13.15 Campus Coordinators Updates
- 14.0 General / Other Business
- 14.1 Out of budget expense
- 14.2 Draft project proposal – Deakin Performing Arts Open Space Project
- 14.3 Project proposal – Midsumma March 2023
- 15.0 Next Meeting
- 16.0 Meeting Closed

Items Requiring Resolution

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

SC01/25012023:

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

Moved: Georgie Brimer

Seconded: Simar Bedi

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.

SC02/25012023:

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: Georgie Brimer

Seconded: Max McGahan

For: 7

Against: 0

Abstain: 1

Carried

4.1 Minutes of the Student Council Meeting

The Chair advised that if there were no questions regarding the minutes of the previous meeting, she would move a motion to accept these.

1:58PM The Assistant General Secretary joined the meeting.

SC03/25012023:

That the Student Council approves the minutes of the previous meeting held on 24 November 2022 as a true and accurate record of proceedings

Moved: Georgie Brimer

Seconded:

Ally Petherick

For: 9

Against:

0

Abstain:

0

Carried

4.2 Actions Arising from Minutes

The Chair advised there were no action items on the list and she would move on to the next item.

5.0 Endorse all Motions Approved by Circular Resolution

The Chair advised there had been no motions moved by circular resolution since the last meeting so she would move on to the next item.

6.0 Leave of Absence

6.1 The Chair advised there were two requests for leave of absence received and she would move two motions to approve these. The first request was from Jorja Sharp.

SC04/25012023:

That the Student Council approves a leave of absence of 4 days for Jorja Sharp commencing on 21 February 2023 to 24 February 2023 inclusive

Moved: Georgie Brimer

Seconded:

Spencer Perry

For: 8

Against:

0

Abstain:

1 *Jorja

Carried

SC05/25012023:

That the Student Council approves a leave of absence of 20 days for Prabhmann Singh commencing on 3 January 2023 until 31 January 2023 inclusive

Moved: Georgie Brimer

Seconded:

Spencer Perry

For: 9

Against:

0

Abstain:

0

Carried

7.0 Board Grant Applications

The Chair advised no board grant applications had been received and she would move on to the next item.

8.0 Strategic Matters of Importance to Members

The Chair advised no items had been received under strategic matters and asked if anyone had any items they would like to raise for discussion.

The Chair advised that she and the General Manager had met with the Vice Chancellor and had asked him about the name change of cloud campus to online learning as she had some questions around this. He advised it was really just a name change, so the group of degrees that were considered cloud degrees will now be called online degrees. The website however will still be called cloud Deakin.

Previously there had been restrictions on the number of cloud units students could do, onshore students could do no more than 30% of their units online. However, this was scrapped during COVID and has not yet been reinstated.

The Chair advised that the first Education Committee meeting was held recently, with a few items being raised by the student representatives. One issue was Deakin's PhD scholarships not providing sufficient funds to students. With the rise in the cost of living the scholarship funds are now not sufficient and students find they still need to find part time work. She has asked them to put together some testimonies as to how this is affecting them so we can provide these to the University.

9.0 Regulations and Constitution

The Chair advised there was one item submitted under regulations and constitution which was the proposed changes to the general regulations.

The General Secretary spoke to this item noting that an additional clause had been added. The Executive Officer confirmed this extra clause was now included in the draft general regulations in MS Teams so everyone could see the changes.

The Chair outlined the changes to the clauses and advised she would now move a motion to approve these.

SC06/25012023:

That the Student Council approves the amendments to the General Regulations as submitted and as outlined at this meeting.

Moved: Georgie Brimer

Seconded: Max McGahan

For: 9

Against: 0

Abstain: 0

Carried

10.0 Policy, Procedure & Systems

10.1 *Monthly Compliance Reporting – January*

The Chair advised the status of financial and insurance compliance reporting due in January had been provided in the agenda and asked the Finance Manager if she would like to speak further to this.

The Finance Manager advised all compliance submissions and payments for the month have been completed and all insurance policies are also in place through the University.

11.0 Reports and Operational Matters

The Chair referred to the General Manager to speak to human resources.

11.1 **Human Resources**

The General Manager spoke to this item and advised almost everyone is now back from leave and we are ramping up for O'Fest.
No recruitment at present.
One maternity leave position coming up in May.

The Chair advised the finance report and profit and loss reports had been provided with the agenda and asked the Finance Manager if she would like to speak further to these.

11.2 **Finance Report & Profit and Loss**

The Finance Manager advised the reports provided in Teams were for November. The December end of year reports are not quite finalized yet.

The Finance Manager provided a verbal update for December, noting that the forecast loss for the year is slightly better than we had expected.

Bookshop staff redundancies were paid, and we transferred some stock from the bookshop to Front of House to sell, such as lab coats. Everything else was returned to suppliers. Some stock was written off. We are still waiting on refunds from three suppliers who we returned stock to, and we have also sold the Bookshop Manager's car.

We also had some investment losses in 2022.

It will take another week or so to finalize the end of year results and the Auditors will be here in March.

The General Manager advised some left over books were donated to Residential and some in Geelong were donated to a charity. Some equipment from the bookshop has also been sold on eBay.

Discussion ensued.

12.0 **Minutes of DUSA Committees**

The Chair advised the Minutes of DUSA's Committees received this month were from the Executive Committee, the Geelong Campus Committee and the First Nations Committee and if there were no questions regarding these minutes she would move a motion to accept them.

The General Manager commended the First Nations Committee on the work they have done. It took almost three years to get this committee up and running, so it is monumental that they are now meeting regularly and they should be commended on the work they are doing and the actions they are taking.

SC07/25012023:

That the Student Council receives the Minutes of the Executive Committee, the Geelong Campus Committee and the First Nations Committee as submitted and resolutions therein be endorsed as decisions of DUSA

Moved: Georgie Brimer

Seconded:

Ally Petherick

For: 9

Against:

0

Abstain:

0

Carried

SC08/25012023:

That the Student Council commends the great work being done by the First Nations Committee and acknowledges the 26th January as being a day of sorrow for the first nations communities of Australia

Moved: Georgie Brimer

Seconded:

Spencer Perry

For: 8

Against:

0

Abstain:

1

Carried

13.0 DUSA Reports

The Chair referred to the reports received and asked if there were any questions regarding these, or if anyone would like to speak further to their reports.

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

SC09/25012023:

That the Student Council receives all reports as submitted

Moved: Georgie Brimer

Seconded:

Ally Petherick

For: 9

Against: 0

Abstain: 0

Carried

13.15 Campus Coordinator Reports

The Chair advised that a new standing item had been added to the agenda, which was the Campus Coordinators Reports and this would be a continuing item in the agenda for each Student Council Meeting.

The Chair referred to the Campus Coordinators to provide their reports.

Paul Ting, Burwood Campus Coordinator

Paul asked what the process was for having the Burwood campus minutes included in the Student Council meeting agenda. The Executive Officer advised he just needs to send the minutes to her once they have been endorsed by their own Committee.

Paul advised:

- Chill out trolley will be running soon, roster has been released. Chill out trolley will be on Tuesday at 5pm in the Library. The only issue we have to iron out is our budget being cut by 2/3 meaning we won't be able to offer the same amount of food to meet the long line.
- E Clarke, the Burwood Queer Rep has been working on Midsumma March. We commended her for her effort. The event is on 5th Feb in collaboration with the Geelong and Burwood Queer Clubs and Geelong Queer Rep Mikayla. The event is for all to attend. This event is separate to the Deakin University grouping that is also going to Midsumma. There might be opportunities to collaborate in the future with Deakin.
- Ruben Rendon, the Burwood Postgrad Rep has been working on gathering data about the lack of information provided to postgrad students. This topic touched on international students as well with Jerry and Simar contributing to the section. What may come out of this work is a pamphlet from DUSA for Postgrad Students; a welcome card 'how to survive in Australia'.
- Claire Carlson, the Library Coordinator had been invited to attend their campus meetings and she will also attend the Geelong campus meetings which will support campus committee and library partnerships.
- Attending Clubs Awards working group meetings. Paul encourages everyone to come along to these meetings. They are looking at what type of awards to present and he is hoping this will become something bigger such as having an end of year clubs awards night.

Discussion and questions ensued regarding having the library open 24/7.

The Chair confirmed that the Vice Chancellor was not overly enthusiastic about this idea. When Claire Carlson attended the Burwood campus meeting she explained that it is also a staffing issue, and an OH&S issue, and they are also not seeing sufficient numbers of students using the library to warrant having it open 24/7.

The General Manager noted that they will be opening the library 24/7 during peak times of the year.

The Chair agreed advising that post-COVID we do not know yet how many students will be on campus.

Student Councillor, Jerry noted that he thought the booklet for new international students is a really good idea, especially including simple things like how to get a mobile phone etc.

The General Manager advised it might be a good idea to work with Deakin International to find out what they currently do for international students before they depart for Australia and what information they provide to them so we are not doubling up. Discussion ensued.

Sunny Singh, Geelong Campus Coordinator

The Chair advised Sunny could not be present today but has sent some notes.

The Geelong Campus Committee held their January meeting and also invited Erin from Student Engagement and Claire from the Library. Erin discussed O'Fest and how the representatives could best participate and get involved.

Claire discussed how the committee can be part of addressing various issues.

They have some project ideas coming up but no proposals are ready yet.

Kayla Stuchbree, Cloud Campus Coordinator

The Chair advised Kayla was away at present. The Cloud committee haven't held their meeting this year yet. The Representatives are looking at whether there are any projects they want to do. The first meeting for the year will be held this Friday.

Gurrattan Gaahlay, Warrnambool Campus Coordinator

Gurrattan advised their meeting was held last week. It was just an introduction to everyone and what events will be happening in Warrnambool etc. Nothing out of the ordinary to report on as yet.

The Chair noted that the first Warrnambool committee meeting went very well.

The Student Engagement Manager agreed it was good and noted how difficult it has been in the past getting meetings happening, and this had been a very productive meeting.

The Chair thanked the Campus Coordinators for their reports.

Items for Discussion / Decision

14.0 General / Other Business

The Chair advised there were three items received under general business and referred to the General Manager to speak to the first item.

14.1 Out of budget expense

The General Manager advised some things change during the year after the budget has been completed. We have had a need to use a contractor regarding a HR issue as we did not have the internal capacity to deal with this, so there will be an out of budget expense which should be no more than \$1,000. There are times when she has to use her discretion and have out of budget expenses.

SC10/25012023:

That the Student Council acknowledges that the General Manager needs to use her discretion at times for out of budget expenditure and will endeavour to meet the overall annual budget

Moved: Georgie Brimer

Seconded:

Ally Petherick

For: 9

Against:

0

Abstain:

0

Carried

The Chair read out some comments regarding the library provided by the General Secretary.

14.2 **Project Proposal – DRAFT Deakin Performing Arts Open Space Project**

The Chair advised a draft project proposal had been submitted for discussion by Student Councillor, Max McGahan and she referred to Max to speak to this proposal.

Max advised he would also like to expand on this to include poetry, and other performing arts as well as music etc. Anyone at any time could come in to watch and those wanting to perform could go through a booking procedure. This project would require lobbying the University to find a suitable room to use

Max outlined what assistance he deems would be required by staff, Student Council and representatives and asked the General Manager whether the first stage would be to lobby the University for a suitable space.

The General Manager advised that we would need to go through IPG – infrastructure and property group. We are currently working with them on some other items. We need to note that IPG staff have been cut by 25% so they are really stretched at the moment. They are working with us regarding the eSports room and downstairs in building H, both of which are still under discussion, so we will include this space in our discussions with them as well. Any refurbishments would need to be done through IPG as well. We would need a brief that we can present to them with as much data as you can include. The General Manager advised she would provide a brief template for Max to complete.

The Vice President – Education suggested the Phoenix room or similar. Discussion ensued.

The Student Engagement Manager provided his thoughts on what data is required before Deakin would consider providing a space and how they should proceed with the initial steps, being mindful not to step on work already being done across the University.

The Vice President - Education advised that clearly the clubs do have an appetite for this and the motivation to do something like this and we should be able to convey this to the university and have them provide a suitable space. So, if something can't be booked we keep asking them why and lobbying the university for this space.

The Student Engagement Manager noted that there are mechanisms within the university systems to obtain spaces, but this does take time. Specialized spaces are predominantly reserved for teaching and learning and there are limitations in terms of following procedures to book spaces.

The Chair noted that based on discussions today, Max should feel free to reach out to the various stakeholders to see what would be involved in obtaining a space and then come back to us and we can determine where to go from there.

14.3 **Project Proposal – Midsumma March 2023**

The Chair spoke to this project proposal advising this has come through the Burwood Campus Committee via the Burwood Queer Representative with involvement from the Geelong Queer Representative as well. We would like to have a section at the Midsumma March for DUSA. There are currently various groups that participate, and DUSA would have their own section to march. Deakin also have their section where students and staff can march and we could possibly have discussions about combining with them for next year.

The Chair thanked everyone for their input into this discussion. In terms of this specific project proposal, she would like to support it as it is important to the Queer Representatives and thanked Paul for doing a lot of work on getting the budget down. We do understand the financial situation we are in but feel this is an important project to support.

Paul Ting thanked the General Manager for her input.



SC11/25012023:

That the Student Council approves the Midsumma March 2023 project proposal as submitted

Moved: Georgie Brimer

Seconded:

Spencer Perry

For: 9

Against:

0

Abstain: 0

Carried

The General Manager advised Deakin College has asked us to man a stall at their orientations being held at Burwood on 20th Feb and Geelong on 21st Feb, so she needs some Council and Representatives to attend these days which will only be for a duration of 1.5 hours.

Also, Deakin Residential has asked us to come to their 'check-in days', which are 9am to 4pm on a Saturday and she will need some Student Council and student representatives to come to this as well to help out. The date will be Saturday the 11th Feb. You will just need to talk about DUSA and have some merchandise there. Carly will set up a Rostify for Student Council and representatives to register their attendance.

Student Councillor, Jerry Cui advised he would be interested in attending both events.

Items for Noting

15.0 Next Meeting

The Chair advised that the next meeting was scheduled for Thursday 23rd February at Waurn Ponds Campus. If anyone wants to obtain accommodation in Geelong you can do this.

17.0 Close of Business

There being no further business to discuss, the Chair declared the meeting closed at 3:39PM.