

DEAKIN UNIVERSITY STUDENT ASSOCIATION INC

# **STUDENT COUNCIL MEETING MINUTES**

8th Meeting (June)

1 July 2021

11:00AM

Via Zoom



**Student Council Meeting Minutes**  
**Thursday 1 July 2021**

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★ Indicates starred item

📁 Indicates document attached

⊗ Indicates document absent



## DUSA Student Council

Thursday 1 July 2021  
Commencing at 11:00AM  
Via Zoom

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.

### Procedural Matters

#### 1.0 Welcome

- 1.1 The Chair, Emily Sagolj formally welcomed all in attendance and declared the meeting open at 11:04AM.

#### Present

Emily Sagolj	President and Chair
Katrina Sullivan	Vice President – Education
Saipraneeth Reddy	Vice President - Welfare
Guleid Abdullahi	General Secretary
Naren Shetty	Assistant General Secretary
Jasmine Qi Xing	Student Council Member
Georgie Brimer	Student Council Member
Brendan Ho Shing Low	Student Council Member
Madhab Kharel	Student Council Member
Ivanka Dishan Su	Student Council Member

#### Present for Debate

None

#### By Invitation

Sue Rolland	General Manager
Fionna Cooper	Finance Manager
Gavin Hodgkinson	Advocacy Manager
Robyn Barnden	Operations Manager
Tania Evans	Retail Manager
Lee Emberton	Student Engagement Manager

#### Observers

None

#### Minute Taker

Annette Allen	Executive Officer
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#### 1.2 Apologies

None

#### 1.3 Absent

None

## 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. None were received.
- 2.3 The Chair asked if there were any conflicts of interest to declare. Guleid Abdullahi and Brendan Ho Shing Low both declared conflicts of interest with the board grant application to be discussed as they are both involved in this club.

## 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 Student Council meeting dated 20 May 2021 and the Extra Meetings held 31 May 2021 and 7 June 2021.
  - 4.2 Actions arising from the Minutes
  - 5.0 Update on DUSA Podcast
  - 6.0 Requests for Leave of Absence
  - 8.0 Board Grant Applications
  - 8.1 Board Grant Application from Deakin eSports
  - 9.0 Strategic Matters of Importance to Members
  - 11.0 Policy, Procedures and Systems
  - 11.1 Monthly compliance reporting
  - 12.0 Reports and Operational Matters
  - 12.1 Human Resources
  - 12.2 Finance Report and Profit & Loss
  - 13.0 Minutes of DUSA's Committees Received
  - 13.2 Burwood Campus Committee Meeting Minutes
  - 13.5 Executive Committee Meeting Minutes
  - 14.0 Reports Received
  - 15.0 General / Other Business
  - 15.1 Hoodies for 2022 Membership Pack
  - 15.2 Electoral Tribunal Candidates
  - 15.3 Disciplinary Committee update
  - 15.4 Burwood Bookshop shelving
  - 16.0 Next Meeting
  - 17.0 Meeting Closed

## Items Requiring Resolution

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



#### **4.2 Actions Arising from Minutes**

The Chair advised there was one ongoing item on the action list.

##### Action Item SCA01/20052021

The Chair advised that this item was now completed and the DUSA Podcast updates have been included as a standard agenda item for Student Council meetings. Strike from action list.

#### **5.0 Endorse all Motions Approved by Circular Resolution**

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

#### **6.0 DUSA Podcast update**

6.1 The Chair advised referred to Georgie Brimer to provide a verbal update.

Georgie advised the first episode had been posted and uploaded to UTube and the audio version to Spotify. This was advertised on DUSAs Instagram and Facebook pages.

The second episode has not yet been posted, however they hope to have this edited by next week. Going forward they would like to establish a better process with the editors to ensure there is a timeline with deadlines for editing and posting. Since the last lockdown they haven't been able to use the film studio, and have been trying to get in touch with Colin regarding using the studio again, however he has been on leave. They have attempted to contact his colleagues but haven't received a response yet. Also, DUSAs Marketing area have suggested that instead of only using DUSAs Facebook and Instagram to advertise, that we create our own Facebook page which she will work on over the next month. The next two episodes may have to be online only using specialised software, due to the current restrictions. However, they still need to determine whether they can use the studio or not. If restrictions stay the same as they are now they are hopeful that the studio will be utilized..

Questions and discussion ensued.

#### **7.0 Requests for Leave of Absence**

The Chair advised no requests for leave of absence had been received, and if there were no leave requests to be tabled at this meeting she would move on to the next item.

#### **8.0 Board Grant Applications**

The Chair advised that a board grant application had been received from Deakin Esports Association and asked the Student Engagement Manager if he would like to speak to this item.

Guleid Abdullahi and Brendan Ho Shing Low declared conflicts of interest as they are both associated with this club. The Executive Officer confirmed they could participate in discussions but would not be able to vote on the application.

8.1 The Student Engagement Manager advised that he would take it that the paper had been read by everyone, and noted that it was pleasing to see that the Esports Club have shown a sustained desire over the past few years to become a more cross campus club and are wanting to open up in Geelong. Our current clubs grant process doesn't allow for any further funding for this which is why it has come through as a Board Grant. This Club is intending to deliver some experiences in Geelong across Tri 2. He does have some questions around the planning that has gone into this but will leave it to Council to discuss.

The Chair had some questions around the budget submitted.

The Assistant General Secretary advised the Club is planning to expand to Geelong and Cloud, however the breakdown of costs was not very clear regarding how funds were to be used.

The General Secretary advised the application had been submitted by Ryan who had not run the budget by him before submitting, or advised him that he had submitted the application. It would have possibly been better if he had provided some information that could have been obtained from Sophie on the various funding and reimbursements process that the Club currently undertakes and how this works. For instance 'game currency' is converted to vouchers/gift cards etc.

The General Secretary provided further information on how the games and tournaments work, what the process was, and how they get engagement from students. He noted that the results for Deakin have been very positive compared to other Universities.

The Student Engagement Manager noted that the club don't appear to be charging attendance to their weekly events which was good as it makes it more accessible to students. They have also reduced their membership fees over the last year which was also good as it allows more students to join. However, he did have some questions as to how the Club plans to make funding sustainable going forward, as currently there are only 5 members in Geelong. He also queried how viable events in Geelong would be with only 5 members located there, and how they would support the longevity of a Club in Geelong

Brendan addressed these questions, and advised that there are a number of students interested in joining but due to the current budget we can't offer them much at the moment, however they would be able to offer them more if the grant was approved.

The General Secretary advised that the Club still hasn't fully penetrated Geelong yet. They are advertising all around the Geelong campuses with posters etc. to engage with more students. Geelong seems to want their own independence and have their own Club for various reasons, such as some of the games (i.e. rocket league) can only be played if they come to Burwood which is not viable for Geelong students, so they are trying to develop a hybrid system. There is a team of students based in Geelong who want to operate in parallel with the Burwood Club, but have their own Club based in Geelong. They have the drive and ambition to do this but just need some additional financial support to get this going.

The Student Engagement Manager noted that there is a lack of detail in the application as to why the club wants to do this.

The Finance Manager advised that looking at the clubs finances they have spent around \$1,400 on gift cards and reimbursements so far this year.

Chair advised it would be preferable to have the budget a bit more fleshed out and explain what the prizes were and what the total value of the prizes would be.

The Chair questioned whether this application could be approved via circular resolution once the information has been received.

The Executive Officer confirmed that it can be approved via circular resolution, however Guleid and Brendan would need to abstain from voting and the remaining 8 Council members would need to vote for the motion for it to be passed.

The Chair asked if we could go back to the Club and flesh out a bit more information before approving this, and then we will vote via circular resolution once satisfactory information had been received.

**Action:** Student Engagement Manager to go back to the Club to obtain the further information required.

## 9.0 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 RMIT had recently approved a 10% tuition bursary for international students that are still stuck overseas. She was not sure how this would work when students return to Australia, however it was good to see that RMIT are doing something for international students and we are hopeful that we can obtain something for our international students still located overseas.

Discussion ensued.

The Advocacy Manager advised that he believed there is a bursary available from Deakin for international students of up to 25% however it does exclude some countries. There is also a scholarship provided for some countries as well and he believed that these are not merit based.

Further discussion ensued.

## 10.0 Regulations and Constitution

The Chair advised there were no items for discussion under regulations and constitution and she would move on to the next item.

## 11.0 Policy, Procedure & Systems

### 11.1 *Monthly Compliance Reporting – June*

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

The Finance Manager advised there was not a lot more to advise. The PAYG for May had been lodged and paid. The 2020 Annual Return has been lodged to ACNC, and while we are also required to report to The Department of Consumer Affairs on our activities, they have an arrangement whereby we only need to submit our Annual Return to one entity, which then satisfies both.

## 12.0 Reports and Operational Matters

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

### 12.1 *Human Resources*

The General Manager spoke to this item and advised we are in the process of recruiting for the Student Engagement team. There are Intern positions for both Burwood and Geelong, plus an Admin position which was previously filled by Alice and will now be made a permanent position. Interviews for the maternity leave position will also be held this Friday.

Lucia is currently stuck in Queensland due to COVID restrictions. She has her laptop with her so she can still work from there which is good. For anything HR related that needs to be done on campus we can call on our consultant Lisa to assist.

Staff performance reviews are underway and almost finished, so that finance can take into consideration any increases early in July.







**SC07/01072021:**

**That the Student Council receives the Minutes of the Executive Committee as submitted and resolutions therein be endorsed as decisions of DUSA**

<b>Moved:</b>	<b>Emily Sagolj</b>	<b>Seconded:</b>	<b>Katrina Sullivan</b>
<b>For:</b>	<b>9</b>	<b>Against:</b>	<b>0</b>
		<b>Abstain:</b>	<b>0</b>

**Carried**

The Vice President – Welfare re-joined the meeting.

#### **14.0 DUSA Reports**

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

##### Student Engagement Manager Report

The Student Engagement Manager apologised for not submitting a written report, noting that he had been tied up with O'Fest preparations. The impact of the snap lockdown came at a tough time for clubs as we were just building momentum for club events to be delivered in May and June, and this meant something like 50 club events had to be cancelled. We are continuing to provide support to clubs and there are currently no campus restrictions so we will be able to return to on-campus events.

We received some positive news in the Inter-varsity sports space, with our University Nationals teams receiving communication regarding a change in sentiment around travel bans. It appears that travelling for sport will be exempted from the current travel restrictions and we are now looking at how to apply for this exemption and what the collective responsibilities will be if teams choose to travel. One of our teams recently got stuck at the NSW/VIC border as they were staying on the NSW side and couldn't leave. So these travel exemptions will be welcomed by the various teams.

The Men's cricket team will be the first of our teams to seek the travel exemption to travel to the Sunshine Coast to play.

Orientation for T2 is well underway, with an on-campus experience going ahead as planned. The DUSA clubs showcase events will be held across each campus during the second week.

The Student Engagement Manager encouraged everyone to please log into DUSA Rosterfy and encourage campus reps to do the same to attend these events. There are some good things happening in T2 and he will provide updates to the group in teams once all the information is available.

The Chair reiterated that we need to remind the Campus Coordinators to get their reps to sign up for events.

The Chair advised she would now move a motion to accept all written and verbal reports.

**SC08/01072021:**

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

<b>Moved:</b>	<b>Emily Sagolj</b>	<b>Seconded:</b>	<b>Naren Shetty</b>
<b>For:</b>	<b>10</b>	<b>Against:</b>	<b>0</b>
		<b>Abstain:</b>	<b>0</b>

**Carried**



## Items for Discussion / Decision

### 15.0 General / Other Business

The Chair advised there were four items submitted for discussion under general business and she referred to the Operations Manager to speak to the first item.

### 15.1 Hoodies for 2022 Membership Pack

The Operations Manager advised she wanted to put forward the idea of re-using our 2018 hoodie design in the 2022 membership pack. This hoodie was the most popular design of all of our hoodies, and the majority of students who purchased it in 2018 would now have moved on. Each year when we keep changing the colour of the hoodie, we have to order a certain amount to cover all sizes and we get left with a lot of stock. It's important to be mindful of the environmental issue of textile waste and if DUSA has the opportunity to put a retro spin on this, as it was a very popular hoodie that we could re-introduce again, then this may enable us to move a lot of stock. We currently have around 2,000 of these hoodies in stock and it would be great to move these, as Finance will reiterate that it is also bad for DUSA's bottom line having so much stock lying around.

The General Manager further advised that we would still need to put an order in to top-up the sizes. She further noted that the Vice President - Education had suggested previously that we have a 'choose your favourite hoodie' year, and while this was a great idea it would prove very difficult to have a range of sizes available in every colour and style. The students also currently seem to be looking for larger size hoodies, thanks to the current trend for 'Oodies'. We have to continually guess what sizes are going to be popular each year, and this is almost impossible. We don't want to have a lot of excess stock on hand as this equates to money just sitting there. There is also a huge issue with storage on campus and holding excess stock is exacerbating this. We can put a really good spin on the sustainability aspect to engage with students and promote it as DUSA's most popular hoodie.

The Operations Manager asked how Council feels about this idea.

The Chair noted that sometimes we have to be practical and look at the bigger picture.

Council provided their individual thoughts on re-using this colour and design again.

The Chair advised that it seemed Council were happy to go with this option for 2022 and she would move a motion to approve this.

**SC09/01072021:**

**That the Student Council approves to use the 2018 style hoodie for the 2022 membership pack**

**Moved: Emily Sagolj**

**Seconded: Katrina Sullivan**

**For: 10**

**Against: 0**

**Abstain: 0**

**Carried**

The Chair referred to the Executive Officer to speak to the next item.

### 15.2 Electoral Tribunal Candidates

The Executive Officer advised that she had obtained two quotes from Barristers to act in the capacity of Electoral Tribunal for the 2021 student elections. The first cost was from Clive Madder, who we engaged last year and have also engaged in previous years. The Returning Officer last year advised that Clive had done a very good job and was available when needed and he had also been able to consult with him on other issues that arose during the elections.

The second costing was from Jim McKenna who had provided costings to us on several occasions. We have not engaged Jim before as he is usually on leave for a week to two weeks during the election period, so would not be available. This year he will be unavailable on a Friday and Monday only as he is going away for a long weekend, however if a tribunal hearing was called during this time this could be problematic.

The costings submitted by both Barristers were very similar, so there was no financial benefit in choosing one over the other.

The Chair advised she was personally happy to go with Clive again this year. The costings were similar and Clive did a very good job last year and the Returning Officer had found him to be easy to work with.

The Assistant General Secretary advised that having worked with Clive last year he would be inclined to go with him again this year.

The General Secretary advised he was also happy to go with Clive Madder again this year.

The Chair advised she would now move a motion to approve the Electoral Tribunal for the 2021 elections.

**SC10/01072021:**

**That the Student Council approves to appoint Clive Madder to act as Electoral Tribunal for the 2021 student elections**

<b>Moved:</b>	<b>Emily Sagolj</b>	<b>Seconded:</b>	<b>Saipraneeth Reddy</b>
<b>For:</b>	<b>10</b>	<b>Against:</b>	<b>0</b>
		<b>Abstain:</b>	<b>0</b>

**Carried**

The Chair advised she would refer to the General Manager to speak to the next item, however she would first move the meeting in camera.

**SC011/01072021:**

**That the Student Council meeting moves In Camera at 12:14PM**

<b>Moved:</b>	<b>Emily Sagolj</b>	<b>Seconded:</b>	<b>Katrina Sullivan</b>
<b>For:</b>	<b>10</b>	<b>Against:</b>	<b>0</b>
		<b>Abstain:</b>	<b>0</b>

**Carried**

15.3 ***Disciplinary Committee update***

The General Manager spoke to this item.

**SC012/01072021:**

**That the Student Council meeting moves Out of Camera at 12:22PM**

<b>Moved:</b>	<b>Emily Sagolj</b>	<b>Seconded:</b>	<b>Katrina Sullivan</b>
<b>For:</b>	<b>10</b>	<b>Against:</b>	<b>0</b>
		<b>Abstain:</b>	<b>0</b>

**Carried**

