

DEAKIN UNIVERSITY STUDENT ASSOCIATION INC

STUDENT COUNCIL MEETING MINUTES

1st Meeting

30 November 2023

10:30AM

Burwood Building A Meeting Room (Lvl 2) and Via Zoom



Student Council Meeting Minutes
Thursday 30 November 2023

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DUSA Student Council

Thursday 30 November 2023

Commencing at 10:30am

Burwood Building A Meeting Room (Lvl 2) and Via Zoom

Procedural Matters

1.0 Welcome

- 1.1 The Chair, Simar Bedi welcomed all in attendance and declared the meeting formally open at 10:34AM.

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

Simar Bedi	President and Chair
Kate McCorquodale	Vice President - Welfare
Jerry Cui	General Secretary
Sunny Sarbjeet Singh	Assistant General Secretary
Prabhmah Singh	Student Council Member
Noah Smith	Student Council Member
Vivian Weiqi Liu	Student Council Member
Sharon Jeikishore	Student Council Member
Bayden McKell	Student Council Member

Present for Debate

None

By Invitation

Sue Rolland	General Manager
Gavin Hodgkinson	Advocacy Manager
Fionna Cooper	Finance Manager
Robyn Barnden	Operations Manager
Paul Majumdar	Burwood Campus Coordinator
Aastha Sukhija	Geelong Campus Coordinator
Lisa Hanna	Deakin Dean of Students

Observers

None

Minute Taker

Annette Allen	Executive Officer
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1.2 Apologies

Lee Emberton	Student Engagement Manager
Paul Ting	Vice President – Education
Nic Domanski	Warrnambool Campus Coordinator

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. 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 31 October 2023.
 - 4.2 Actions arising from the Minutes
 - 5.0 Motions moved by circular resolution
 - 6.0 Leave of Absence requests
 - 8.0 Strategic Matters of Importance to Members
 - 9.0 Regulations and 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
 - 12.2 Minutes of Burwood Campus Committee meetings
 - 12.5 Minutes of Executive Committee meetings
 - 13.0 Reports Received
 - 13.15 Campus Coordinators Updates
 - 14.0 General / Other Business
 - 14.1 2024 Budget paper
 - 14.2 Delegated Authority
 - 14.3 Community Bank Board
 - 14.4 DUSA Resourcing 2024
 - 15.0 Next Meeting
 - 16.0 Meeting Closed

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

Carried**Carried****Carried****Carried**

6.0 Leave of Absence

The Chair advised no requests for leave of absence had been received and he would move on to the next item.

7.0 Board Grant Applications

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

8.0 Strategic Matters of Importance to Members

The Chair advised no items had been received and asked if anyone had anything to raise under strategic matters.

The Chair advised he has had one meeting with the Dean of Students Office, however Lisa was unavailable. They discussed various groups being on campus illegally and the many complaints received from students regarding this, and the team advised they are looking into this.

DUSA reviewed the student complaints procedure recently and our feedback is being incorporated into the new process.

He had attended the Geelong and Burwood campuses first campus committee meetings. Library staff have advised that they will have IT staff available in the library in T1 and T2. This will be on a trial pilot program to determine how this will work.

Council and campus representatives will have DUSA branded T-shirts to wear during events and Council will also be getting varsity jackets and everyone needs to ensure that they wear these when on campus and during events.

The campus committee meetings were great, and everyone was very enthusiastic. It is important to note that if you have any projects in mind to start working on these early and bring the proposals to Council in January/February so that projects can be started earlier in the year.

9.0 Regulations and Constitution

The Chair advised there was one item under regulations and constitution and referred to the Executive Officer to speak to this.

The Executive Officer advised the changes to the General Regulations were to alter the membership prices effective 1 January 2024 to bring the gold member price down to \$45 and the bronze down to \$10. The other change is to link honorarium payments to CPI again, which will be discussed more fully later in the agenda.

SC05/30112023:

That the Student Council approves the amendments to the General Regulations as submitted.

Moved: Simar Bedi

Seconded:

Sharon Jeikishore

For: 9

Against:

0

Abstain:

0

Carried

10.0 Policy, Procedure & Systems

10.1 *Monthly Compliance Reporting – November*

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



The Finance Manager advised the BAS for September had been lodged in October and this has now been paid as it was due in November. The PAYG has also been lodged and paid, and all insurance certificates of currency have been received. Deakin organizes this through their insurance policies and include DUSA.

Coming in 2024 any incorporated entity needs to self-certify for income tax purposes and they will need to log on to the ATO website and complete some documentation which will enable them to be income tax exempt. For some of our incorporated clubs this will be the first time they have had to do this. We have sent information out to them about this.

11.0 Reports and Operational Matters

The Chair asked the General Manager to provide an update on HR.

11.1 Human Resources

The General Manager advised we are currently recruiting for an IT database position which Jeanette has held for the last 22 years. She will be talking to two candidates on Monday. This time the role will be based at Burwood because we couldn't get suitable candidates based in Geelong.

We are also recruiting for an Advocate position in Geelong.

11.2 Finance Report & Profit and Loss

The Chair referred to the Finance Manager to speak to this item.

The Finance Manager advised we are in a strong position with good cash reserves and investments. We had a deficit in October with payments that went through, such as NUS affiliation, DUSA crew T-Shirts, additional uniforms for Uni Nationals and some scholarships costs. We also had a paper loss from our Perpetual Investment which added to the deficit. However, this is not of concern as the longer-term trend for this investment is that it has been going up. We are still in a healthy surplus at present. Memberships are a bit down, but sponsorships are doing well. Salaries are down due to a couple of vacated positions that have not yet been filled. Expenses are basically in line with budget. There were more grants than expected, and postage is down as we had budgeted for this but are negotiating with the University to pay for this.

We should have a good surplus by the end of the year. Any expenditure or invoices for 2023 need to be sent in as soon as possible to be processed.

12.0 Minutes of DUSA Committees

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

SC06/30112023:

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

Moved:	Simar Bedi	Seconded:	Sharon Jeikishore
For:	9	Against:	0
Abstain:	0		
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 that the Vice-President Education had attended the TEQSA conference, where 135 students had attended. They had discussed AI and how this will be incorporated into education. The Student Complaints body being established was also discussed, plus the 50% rule.

The Chair advised he would now move a motion to accept all reports submitted or speak further to their reports.

SC07/30112023:

That the Student Council receives all reports as submitted

Moved: Simar Bedi

Seconded:

Bayden McKell

For: 9

Against:

0

Abstain:

0

Carried

13.15 Campus Coordinator Reports

The Chair referred to the Campus Coordinators to provide a brief verbal report.

Paul Majumdar, Burwood Campus Coordinator

Paul advised that November had started off well, with handovers taking place and he was able to catch up in person with all of his Reps. They held a brief induction session, and they are all very enthusiastic. The first Burwood Campus Committee meeting was held and two representatives from the Library had attended this. Two of our campus representatives are already working closely with Deakin Talent, and all representatives want the clubs awards night to be even bigger next year. The representatives across all three campus committees will be involved in organizing the clubs awards night for next year.

The Burwood and Geelong Queer Reps have come up with some great ideas for things they can do for the Midsumma Festival.

The Chill out trolleys will be running in T3, and he and the Reps had attended the Food Bank which went really well. Thanks to the DUSA volunteers who have been a great help.

He has also met with Shel and Lee about upcoming events and is looking forward to working with everyone.

The Chair advised that Student Council are more than happy to provide assistance to the committees when needed.

Aastha Sukhija, Geelong Campus Coordinator

The first month was great and she had a catch up with all of her campus representatives to find out their plans and what they would like to work on. The Events & Activities Rep is working on the clubs celebration evening with Paulasta and is very excited about this.

We are also doing the chill out trolley and will be working with Paulasta to coordinate these across the campuses.

Nic Domanski, Warrnambool Campus Coordinator

The Chair advised he had received a report from Nic who advised that everything was under control. He will be meeting with Lee regarding events next year, and all campus representatives understand their roles and expectations. They are all looking forward to the mystery bus.

14.0 General / Other Business

14.4 DUSA Resourcing

The Chair noted that they had discussed this in the pre-meeting and it is very important to have this additional support in the welfare area due to the increased need in this area.

Moved: Simar Bedi **Seconded: Prabhmann Singh**

Carried

14.1 2024 Budget

The Chair advised previously honorariums were linked to CPI and this was taken out during COVID to ease the budget, but we can reinstate this now.

1. Increases to honorariums and superannuation as discussed under item 9.1;
2. Increases to Payroll costs as discussed under item 14.4.

Moved: Simar Bedi **Seconded:** Kate McCorquodale

For: 9 Against: 0 Abstain: 0

Carried

14.2 Delegated Authority

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SC10/30112023:

That the Student Council approves the delegation of authority as per the delegations document submitted, effective 1 November 2023

Moved:	Simar Bedi	Seconded:	Vivian Weiqi Liu
For:	9	Against:	0
		Abstain:	0

Carried

14.3 Community Bank Board

The Finance Manager advised the Community Bank is a joint effort between Bendigo Bank and Deakin University and DUSA is fortunate to have two positions on the Board, one is herself and the other is a student position which the General Secretary usually takes up.

The Community Bank provides a lot of grants during the year to various applicants and all grants have to benefit the Deakin population in some way.

The General Secretary advised that the Community Bank provide a lot of support to clubs, and other student initiatives and he sees this as an important advocate role for him to support student bodies to receive funding, so if anyone has any grants that they are applying for please let him know and he is happy to have a discussion with them and provide his support.

SC11/30112023:

That the Student Council approves Jerry Cui as the nominated DUSA Student Representative on the Deakin University Community Bank Advisory Board

Moved:	Simar Bedi	Seconded:	Sharon Jeikishore
For:	8	Against:	0
		Abstain:	1

Carried

Items for Noting

15.0 Next Meeting

The Chair advised that due to the shorter working month in December there would be no Student Council meeting, and the next meeting would be scheduled in January.

The General Manager advised we are currently going through the Head Agreement with the University, which is our 3-year over-arching agreement. Funds that support Student Council honorariums are included in this agreement, unfortunately we were unable to get this indexed. We have negotiated to get a clause inserted for the University to pay for our postage.

From the head agreement they then work out service level agreements which will take a while longer. We are trying to get the reporting level scaled down a bit as this is a bit excessive.

The Strategic Plan is due for re-development next year, and we normally hire an external facilitator to run this however this can be quite costly, so this time we have asked a Deakin Facilitator to do this for us. A session with staff will be included in the staff conference being held in May, and there will also be a Student Council session held prior to that.

The Chair advised that the Dean of Students, Professor Lisa Hanna had joined the meeting and he welcomed Prof. Hanna.

Deakin Dean of Students, Prof. Lisa Hanna

Professor Hanna joined the meeting at 11:15am to speak to the 2023/24 Student Council.

Prof. Hanna advised she wanted to say hello to the new council and welcome everyone. She advised she would like to provide an overview as to what the Dean of Students Office does and then will take questions at the end. Engaging with students and hearing the student voice is very important for her role and she is always happy to meet with students about any issues and encourages anyone to give her a call at any time as she wants to hear student perspectives on improving the student experience at Deakin.

Prof Hanna showed a presentation to Council and provided some background on her role.

The Chair thanked Professor Hanna for attending the meeting, noting that he had met Lisa's team recently who are great, and he is looking forward to meeting with Lisa and her team in the coming year.

The Chair advised Council to feel free to reach out to Lisa's team if they have any issues throughout the year.

Questions ensued.

17.0 Close of Business

There being no further business to discuss, the Chair declared the meeting closed at 11:41AM.