

DEAKIN UNIVERSITY STUDENT ASSOCIATION INC

# STUDENT COUNCIL MEETING MINUTES

1st Meeting

20 November 2025

10:30AM

Burwood Bldg. A Meeting Room (Lvl. 2)  
and Via Zoom



**Student Council Meeting Minutes**  
**Thursday 20 November 2025**

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# Student Council Meeting Minutes

## Thursday 20 November 2025

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### DUSA Student Council

Thursday 20 November 2025

Commencing at 10:30am

Burwood Campus Bldg. A Meeting Room and Via Zoom

### Procedural Matters

#### 1.0 Welcome

- 1.1 The Chair, Noah Smith welcomed all in attendance and declared the meeting formally open at 10:32am.

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

Noah Smith	President & Chair
Vi Vo	Vice President - Education
Melda Ceylanbas	Vice President - Welfare
Supraja Srinivasan	General Secretary
Kaitlyn Handreck	Assistant General Secretary
Alex Gilders	Student Council Member
Emily Mao	Student Council Member
Abhinav Bhuyan	Student Council Member
Charlotte Cooper	Student Council Member

#### Present for Debate

None

#### By Invitation

Sue Rolland	General Manager
Robyn Barnden	Operations Manager
Gavin Hodgkinson	Advocacy Manager
Gerard Turner	Student Engagement Manager
Fionna Cooper	Finance Manager
Aditi Mishra	Burwood Campus Coordinator
Mikayla Sotiriadis	Geelong Campus Coordinator

#### Observers

Beau Hesse	Burwood Postgraduate Representative
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#### Minute Taker

Annette Allen	Executive Officer
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#### 1.2 Apologies

Vishrut Goswami	Student Council Member
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#### 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. No conflicts were declared.

## **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 meetings held on 27 October 2025.
  - 4.2 Actions arising from the Minutes
  - 5.0 Motions moved by circular resolution
  - 6.0 Leave of Absence requests
  - 7.0 Board Grant Applications
  - 8.0 Strategic Matters of Importance to Members
  - 9.0 Regulations and Constitution
  - 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
    - 11.3 2026 Budget Updated
    - 11.4 Delegations Authority
  - 12.0 Minutes of DUSA's Committees Received
    - 12.5 Minutes of the Executive Committee Meeting
  - 13.0 Reports Received
    - 13.15 Campus Coordinators verbal updates
  - 14.0 General / Other Business
    - 14.1 Motion regarding Governance Training
    - 14.2 SSAF Consultant Brief
  - 15.0 Next Meeting
  - 16.0 Meeting Closed



## 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 spoke regarding the DUSA relocation, advising that he and the General Manager had attended many meetings over the past months. We have now moved to the schematic design stage and approval has gone through for two levels in the design.

The General Manager advised that she has just sent out a meeting invite for Burwood based staff and Burwood Council/Committee to attend the next workshop being held in December.

## 9.0 Regulations and Constitution

The Chair advised there were no items submitted under regulations and constitution.

## 10.0 Policy, Procedure & Systems

### 10.1 *Monthly Compliance Reporting – November*

The Chair advised the status of financial and insurance compliance reporting due for 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 that a couple of items were carried over from the previous month, which were any outstanding franking credits and the BAS for the September quarter. These have both now been lodged and finalized. The PAYG for November has been lodged and will be paid today.

## 11.0 Reports and Operational Matters

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

### 11.1 *Human Resources*

The General Manager advised HR was going well. Intern workshops were held this week in Geelong and Burwood. The Geelong workshop had 35 students register, with only 7 actually attending, and 2 arriving late. Burwood had over 100 students registered with only 30 attending. Interviews for the Content Creators have now been scheduled.

### 11.2 *Finance Report & Profit and Loss*

The Chair referred to the Finance Manager to speak to the Finance Report.

The Finance Manager advised that DUSA operates on a calendar year, so we are currently 10 months into our financial year now. She outlined what cash and investments are currently being held and noted that our P & L reports uploaded to MS Teams excludes clubs.

We saw a deficit for October, with some investment and term deposit income received during the month. At YTD we are just sitting in a deficit position, but this is considerably favourable to budget. Some salaries are overbudget due to unbudgeted positions. A large surplus is showing in the 'new projects' line for the cultural advisor and events position, but this is because it has now been moved to sit under the payroll line. We are expecting to make a deficit for 2025, but this will be less than what was originally budgeted.

The NUS affiliation invoice has not been received yet.



11.3 **2026 Budget Updated**

The Chair referred to the General Manager to speak to the amended 2026 budget.

The General Manager advised that she would take the budget papers uploaded in the Teams site as being read and advised that a lot of discussion had taken place regarding the budget over the past couple of weeks, however she was happy to take any further questions today.

The Chair agreed that a lot of conversations have been held and noted that the corporate partnerships position will help us going forward with our corporate partnerships program.

The Chair asked if anyone had any further questions about the budget.

No questions were received.

**SC04/20112025:**

**That the Student Council approves the 2026 amended budget as submitted**

<b>Moved:</b>	<b>Noah Smith</b>	<b>Seconded:</b>	<b>Supraja Srinivasan</b>
<b>For:</b>	<b>9</b>	<b>Against:</b>	<b>0</b>
<b>Carried</b>		<b>Abstain:</b>	<b>0</b>

11.4 **Delegations Authority**

The Chair referred to the Finance Manager to speak to the Signatory Delegations Authority.

The Finance Manager advised this is an administrative motion. The DUSA constitution allows for a delegation of authority, rather than Student Council having to approve all expenditure some of this is delegated to the various department Managers who can sign off on payments for their areas. Anything over \$50,000 requires the General Managers signature as well.

**SC05/20112025:**

**That the Student Council approves the signatory delegations authority as submitted effective 1 November 2025**

<b>Moved:</b>	<b>Noah Smith</b>	<b>Seconded:</b>	<b>Supraja Srinivasan</b>
<b>For:</b>	<b>9</b>	<b>Against:</b>	<b>0</b>
<b>Carried</b>		<b>Abstain:</b>	<b>0</b>

12.0 **Minutes of DUSA Committees**

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

**SC06/20112025:**

**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>Noah Smith</b>	<b>Seconded:</b>	<b>Supraja Srinivasan</b>
<b>For:</b>	<b>9</b>	<b>Against:</b>	<b>0</b>
<b>Carried</b>		<b>Abstain:</b>	<b>0</b>



The General Secretary advised there will be some representatives from Warrnambool attending the Student Engagement session being held in Geelong the first week of December.

## Items for Discussion / Decision

### 14.0 General / Other Business

The Chair advised there was two items submitted under general business and referred to the Executive Officer to speak to the first item.

#### 14.1 Governance Training

The Executive Officer advised that clause 16.2 of DUSAs General Regulations states that all Student Council members must undertake mandatory governance training within two months of being elected to their positions. Clause 16.3 states if any Council members cannot attend the governance training the Student Council must move a motion for those officers to retain their positions on Council under the proviso that they complete online governance training provided by DUSA within 3 months of being elected. Therefore, we need to move this motion at today's meeting.

Charlotte Cooper confirmed that she would abstain from voting.

#### SC08/20112025:

**The Student Council approves for Vishrut Goswami and Charlotte Cooper to retain their positions on the Student Council under the proviso that they complete an online governance training session provided by DUSA within 3 months from the date of being elected**

**Moved: Noah Smith**

**Seconded:**

**Supraja Srinivasan**

**For: 8**

**Against:**

**0**

**Abstain: 1 \*Charlotte**

**Carried**

The Chair advised he would refer to the General Manager to speak to the next item.

#### 14.2 SSAF Consulting Brief

The General Manager spoke to this item advising for information to the new Council, an Ad-hoc Executive meeting had been held on 31st October where the previous President, Paul Ting requested a consulting brief be drafted to go out to consultants regarding SSAF payments. As we are so close to Christmas now this might not be locked in until early in the New Year.

The Chair asked if anyone had any other items they wanted to raise for discussion under general business.

The General Manager noted that the invitations have gone out for the DUSA Christmas Party and urged everyone to please respond ASAP so the organizers know how many people to cater for.

The Student Engagement Manager also asked that everyone please respond to the invitation for the Student Engagement session being held in December and also advise of any dietary restrictions.



## Items for Noting

### 15.0 Next Meeting

The Chair advised that there will be no Student Council meeting held in December due to the short month leading into Christmas, so the next Student Council meeting is scheduled to be held on Thursday 29<sup>th</sup> January 2026 commencing at 10:30am.

### 16.0 Close of Business

There being no further business to discuss, the Chair declared the meeting closed at 10:58AM.



### STUDENT COUNCIL MEETINGS ACTION SHEET

Number	Action	Responsibility	Status