

DEAKIN UNIVERSITY STUDENT ASSOCIATION INC

STUDENT COUNCIL MEETING MINUTES

1st Meeting

24 November 2022

10:00AM

Burwood Corporate Centre and Via Zoom



Student Council Meeting Minutes
Thursday 24 November 2022

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DUSA Student Council

Thursday 24 November 2022

Commencing at 10:00AM

Burwood Corporate Centre 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 10:19AM.

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
Simar Bedi	Vice President - Welfare
Jonathan De La Pena	General Secretary (<i>joined mtg at 10:54am</i>)
Spencer Perry	Assistant General Secretary
Max McGahan	Student Council Member
Jerry Cui	Student Council Member
Prabhmah Singh	Student Council Member (<i>joined mtg at 10:35am</i>)
Jorja Sharp	Student Council Member
Ally Petherick	Student Council Member

Present for Debate

None

By Invitation

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

Observers

Paul Ting	Burwood Campus Coordinator (<i>joined mtg at 10:47am</i>)
Sarbjeet (Sunny) Singh	Geelong Campus Coordinator (<i>joined mtg at 10:47am</i>)

Minute Taker

Annette Allen	Executive Officer
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1.2 Apologies

Lee Emberton	Student Engagement Manager
Guleid Abdullahi	Vice President - Education

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 27 October 2022.
 - 4.2 Actions arising from the Minutes
 - 6.0 DUSA Podcast Update
 - 7.0 Request for leave of absence
 - 7.1 Leave request from Jonathan De La Pena
 - 7.2 Leave request from Gurrattan Gaahlay
 - 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
 - 13.5 Minutes of Executive Committee
 - 13.7 First Nations Committee Minutes
 - 14.0 Reports Received
 - 15.0 General / Other Business
 - 15.1 Endorsement of 2023 Budget
 - 15.2 Signatories recommendation
 - 15.3 Approve delegated authorities
 - 15.4 Student to sit on Community Bank Board
 - 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.

SC01/24112022:

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

Moved: Georgie Brimer

Seconded: Jerry Cui

For: 6

Against: 0

Abstain: 1

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.

SC02/24112022:

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: Simar Bedi

For: 7

Against: 0

Abstain: 0

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.

SC03/24112022:

That the Student Council approves the minutes of the previous meeting held on 27 October 2022 as a true and accurate record of proceedings

Moved: Georgie Brimer

Seconded: Spencer Perry

For: 7

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 DUSA Podcast update

6.1 The Chair spoke regarding the DUSA podcast.

The Chair advised for the new Councillors present that this was a standing item on the agenda, however she will take this item off the agenda for further meetings as she will not have the time this year to dedicate to it. She has been reaching out to see if anyone else can take over the project, so if anyone is interested please let her know.

7.0 Requests for Leave of Absence

The Chair advised a request for leave had been received from the General Secretary and she would move a motion to approve this. She further advised that a second request for leave was received from the Warrnambool Campus Coordinator and she would move a motion to also approve this.

SC04/24112022:

That the Student Council approves a leave of absence for Jonathan De La Pena commencing on 16 November 2022 to 26 November 2022 inclusive

Moved: Georgie Brimer

Seconded:

Spencer Perry

For: 7

Against:

0

Abstain:

0

Carried

SC05/24112022:

That the Student Council approves a leave of absence of three weeks for Gurrattan Gaahlay commencing on 23 November 2022 until 14 December 2022 inclusive

Moved: Georgie Brimer

Seconded:

Spencer Perry

For: 7

Against:

0

Abstain:

0

Carried

8.0 Board Grant Applications

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

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 noted that the Vice President – Education had attended the last Academic Board meeting and had advised there was not a lot to report from this meeting, however there would be more to report from the January meeting.

Meeting with Deakin Vice Chancellor

The Chair advised she and the General Manager had met last week with the Vice Chancellor. They had a discussion on contract cheating as there has been a lot of historical cases coming up from years ago that are now being brought up with students.

The Advocacy Manager advised that late last month they were notified that 108 students would have their results withheld in Trimester 2 for alleged contract cheating spanning back to 2016, and many have multiple units on hold now based on these allegations. Deakin have started using new software to identify patterns in submitted assessments and those patterns often lead to contract cheating service providers. A lot of students they are supporting were due to graduate at the end of T2, so the timing is incredibly bad. They have already attended a number of hearings regarding this and students with multiple allegations have been permanently excluded from the University and most of these were due to graduate. Back in 2016 policies were very different and students did not even know what contract cheating was. Students didn't understand there would be significant consequences for engaging in this behaviour. To date all students who have attended hearings for these allegations have been excluded.

Job ready graduate program

The Chair advised that the new rule brought in for new students if they fail 50% of their units will result in them losing their HECS. The Vice Chancellor thinks this will probably be taken out. They will be doing a trial in Trimester 1 for students who have enrolled and if they haven't logged in or responded to any emails, they will automatically be un-enrolled. There would then be a one-week period where they could contact the University to be re-enrolled.

The Advocacy Manager advised they have only supported two students with a low completion rate that are affected by this so far. Advocacy had not been included in correspondence and information around this, and they will continue to develop relationships to hopefully improve this system. Students with low completion rates are also being forced to go on an intermission.

10:35am Student Councillor, Prabhmann Singh joined the meeting.

Getting students onto campus next year

The Chair advised seminars will be returning to on-campus. For lectures it will be up to the unit chair. There is an expectation that at least 50% of on-campus units will be in person. We asked the Vice Chancellor about facilities such as the library being open 24/7 and he advised they were looking into this.

10.0 Regulations and Constitution

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

11.0 Policy, Procedure & Systems

11.1 *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 this area of the agenda is to provide an update on legislative requirements. For this month the November BAS was lodged and the Instalment Activity Statement for October was also lodged.

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 there was not a great deal to report. We are now coming to the closure of the bookshop at the end of this month which is significant and will affect all staff, not just the bookshop staff.

The General Manager noted that today is Tania's last meeting and she thanked her for her 20 plus years of service to DUSA. A couple of morning teas are being held in the next couple of weeks to say goodbye to the bookshop staff. They are great staff and have done a really good job, and they all wanted to stay to the end and wind-up the bookshop professionally.

Sophie Green has returned back from maternity leave. Rob Gee will be leaving us in the first week of December and he has done a great job in Sophie's absence, and we wish him all the best.

We have a few staff that are ill with COVID but all other staff are doing well.

The Christmas party is coming up in December and Council have been invited to attend this.

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.

12.2 **Finance Report & Profit and Loss**

The Finance Manager advised we are in a strong position at the end of October in terms of our balance sheet. As DUSA has no borrowings, we are in a positive cash flow position.

Our financial year is a calendar year, and we are showing a deficit for the 10 months to the end of October. The Corporate Partnerships area is doing well. There were some expenses and salaries budgeted that were not utilized. There is some stock to be written off in the bookshop and redundancies to be paid for bookshop staff. We received Job keeper payments during the last two years this will be used to pay redundancies.

Questions ensued.

10:47am Burwood Campus Coordinator, Paul Ting joined the meeting.

10:47am Geelong Campus Coordinator, Sarbjeet Singh joined the meeting.

13.0 **Minutes of DUSA Committees**

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

The Chair asked if any staff had attended the First Nations Committee meeting.

The General Manager provided some background on how the committee came about and advised that Georgia from Advocacy is the only staff member who attends. It is a self-determining committee, and the list of items they have come up with are very good and we should make every attempt to support them in their endeavours. It has been a very long road to get this up and running and Georgia has done a great job persevering with this.

SC06/24112022:

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

Moved: Georgie Brimer

Seconded: Simar Bedi

For: 8

Against: 0

Abstain: 0

Carried

14.0 **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. The Executive Officer thanked the new Student Council members who submitted reports.

SC07/24112022:

That the Student Council receives all reports as submitted

Moved: Georgie Brimer

Seconded: Simar Bedi

For: 8

Against: 0

Abstain: 0

Carried

Items for Discussion / Decision

15.0 General / Other Business

The Chair advised there were a number of items submitted under general business and referred to the Finance Manager to speak to these items

15.1 Endorsement of 2023 Budget

The Finance Manager advised this budget was submitted to the previous Student Council who approved it and then we usually re-submit it to the incoming Council for ratification. There have been some cuts to the budget based on our reduced funding.

The General Manager outlined what some of the budget cuts were.

The Finance Manager noted that there has also been cuts to staff bonuses and honorariums paid to council as well.

SC08/24112022:

That the Student Council endorses the 2023 Budget as submitted

Moved: Georgie Brimer

Seconded:

Jerry Cui

For: 8

Against:

0

Abstain:

0

Carried

15.2 Signatory Recommendations

The Finance Manager advised that as the bookshop is closing at the end of this month and Tania is currently a signatory on most of our banking, she has submitted a series of recommendations to take Tania off our accounts as a signatory and continue with Sue as a signatory plus add other managers as signatories. All of our bank accounts require two authorizations to withdraw or to place funds on deposit.

SC09/24112022:

That the Student Council approves the five signatory recommendations as outlined in the paper submitted

Moved: Georgie Brimer

Seconded:

Ally Petherick

For: 8

Against:

0

Abstain:

0

Carried

15.3 Signatory Delegations

The Finance Manager advised the previous item is about who can transact on our accounts and this item is about the levels of financial delegations for each area. The Managers of each area are responsible for expenditure in their area.

10:54am The General Secretary joined the meeting.

SC10/24112022:

That the Student Council approves the signatory delegations as submitted effective 1 November 2022

Moved: Georgie Brimer

Seconded:

Jerry Cui

For: 8

Against:

0

Abstain:

0

Carried

15.4 **Student to sit on Community Bank Board**

The Chair advised that the Community Bank Board approves funding grants to the community and the Student Council has a position on this board. She has sat on the board for the past two years and is recommending that the General Secretary takes this over.

SC11/24112022:

That the Student Council approves Jonathan De La Pena to sit on the Community Bank Board

Moved: Georgie Brimer

Seconded:

Spencer Perry

For: 8

Against:

0

Abstain: 1

Carried

Reports by Campus Coordinators

The Chair advised that she has asked for an additional standing item to be added to the agenda for future meetings where the Campus Coordinators will provide an update on their campus activities at each meeting. The Chair referred to the Burwood Campus Coordinator to provide the first update.

Burwood Campus Coordinator, Paul Ting advised that November has started off a bit slow for his campus and he has mainly been working on getting representatives ready for their first meeting to be held next Monday. There are a number of projects in the pipeline that the representatives are eager to start working on, such as clubs awards night, queer room and women's room.

Geelong Campus Coordinator, Sunny Singh advised that it has also started off slowly for the Geelong Campus with their first meeting to be held on Friday of next week. He has spent time talking with his representatives explaining their responsibilities. He hasn't had any response from one of his representatives which is a bit concerning and will reach out to the General Secretary to assist him with this.

The Chair advised that the Cloud Campus Coordinator, Kayla Stuchbree had advised that they hope to hold their first campus meeting at the end of November and will be voting in a new accessibility representative at that meeting as this position is currently vacant. They will also go through any potential projects at their first meeting.

The Chair further noted that as the Warrnambool Campus Coordinator had been called to go on placement urgently and has requested three weeks leave of absence, this would be why he has not provided an update or called a meeting yet.

Tania Evans, the Bookshop Manager advised she would like to thank everyone, both staff, managers and present and past Student Councils and wished everyone the best of luck and hopes everything goes well for DUSA in the future.

The Chair advised she would like to thank Tania Evans for all of her hard work over the years and to please pass on her sincere thanks to the bookshop staff who have done an amazing job.

Items for Noting

16.0 Next Meeting

The Chair advised that due to the office closure for Christmas and the short working month in December, there would be no Student Council meeting held in December. The next Student Council meeting will be held in January 2023 on Wednesday the 25th.

17.0 Close of Business

There being no further business to discuss, the Chair declared the meeting closed at 11:05AM.