DEAKIN UNIVERSITY STUDENT ASSOCIATION INC

STUDENT COUNCIL MEETING MINUTES

10th Meeting

30 September 2025

1:00PM

Waurn Ponds Campus (JB3.302), Burwood Campus Bldg. A Meeting Room and Via Zoom

DUSA Student Council

Tuesday 30 September 2025
Commencing at 1:00pm
Burwood Building A Meeting Room and Via Zoom

Procedural Matters

1.0 Welcome

1.1 The Chair, Paul Ting welcomed all in attendance and declared the meeting formally open at 1:06PM.

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

Paul Ting	President & Chair
Noah Smith	Vice President - Education
Vivian Liu	General Secretary
April Wright	Assistant General Secretary *(joined meeting at 1:09pm)*
Alec Ferguson	Student Council Member
Vi Vo	Student Council Member
Mae Bell	Student Council Member
Melda Ceylanbas	Student Council Member

Present for Debate

None

By Invitation

Sue Rolland	General Manager
Robyn Barnden	Operations Manager
Gavin Hodgkinson	Advocacy Manager
Fionna Cooper	Finance Manager
Harley Efron	Burwood Campus Representative

Observers

None

Minute Taker

Annette Allen	Executive Officer

1.2 Apologies

Gerard Turner	Student Engagement Manager
Esther Fan	Student Councillor
Sharon Jeikishore	Vice President – Welfare
April Wright	Assistant General Secretary
Muskan Goyal	Burwood 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.
Student Councillor Vi Vo declared she is involved in the Volunteering Hub and therefore has a conflict of interest with the board grant application being voted on today.

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 26 August 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
- 7.1 Geelong Christian Union – Board Grant Application
- 7.2 Deakin Volunteering Hub – Board Grant Application
- 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
- 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 Clubs Celebration Evening Project Proposal
- 14.2 Changes to Website
- 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.

SC01/30092025:

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

Moved:	**Paul Ting**			**Seconded:**	**Noah Smith**
For:	**7**	**Against:**	**0**	**Abstain:**	**0**
Carried					

1:09PM The Assistant General Secretary joined the meeting

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.

SC02/30092025:

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:	**Paul Ting**			**Seconded:**	**Noah Smith**
For:	**8**	**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 from the previous meeting, he would move a motion to accept these.

SC03/30092025:

That the Student Council approves the minutes of the previous meeting held on 26 August 2025 as a true and accurate records of proceedings

Moved:	**Paul Ting**			**Seconded:**	**Noah Smith**
For:	**8**	**Against:**	**0**	**Abstain:**	**0**
Carried					

4.2 Actions Arising from Minutes

The Chair advised there were no outstanding action items.

5.0 Endorse all Motions Approved by Circular Resolution

The Chair advised there were no motions moved by circular resolution since the last meeting.

6.0 Leave of Absence

The Chair advised no requests for leave had been received.

7.0 Board Grant Applications

The Chair advised that two board grant applications had been received, the first application from Geelong Christian Union and asked if there were any questions about this.

7.1 <u>Geelong Christian Union – Board Grant Application</u>
The Vice President – Education advised that Holly had noted that this application aligns with the clubs' purposes and goals, however he felt that it seems to be a lot of money to outlay to send just 20 students to have training.

Discussion ensued. Council agreed that this was a significant amount of money for a small number of students and felt there could be other ways that the club could fund this instead of utilizing board grant funds.

The Finance Manager noted that it doesn't appear the club have done any fundraising for this event either.

The Chair confirmed we would not be moving a motion to approve this application.

The Chair referred to the next Board Grant Application received from the Deakin Volunteering Hub.

7.2 <u>Deakin Volunteering Hub – Board Grant Application</u>
Student Councillor Vi Vo spoke to this item advising they have done this before in Trimester 1 and outlined what would be contained in the boxes this time around. Last time they did this they sold more than 400 boxes to students, and this time they plan to have vegan, allergen and halal options as well. The costings have worked out more than originally anticipated, and they are looking at a $500 loss, but they are aiming to sell more than 500 boxes to recoup some costs.

The Chair advised he thought this was a very good initiative.

The Assistant General Secretary advised it would be good to have the various options to cater to more students.

The Chair advised he would move a motion to approve this application

SC04/30092025:

That the Student Council approves the Deakin Volunteering Hub Board Grant Application as submitted

Moved:	**Paul Ting**		**Seconded:**	**Noah Smith**	
For:	**7**	**Against:**	**0**	**Abstain:**	**1** **Vi Vo*

Carried

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 Vice President – Education noted that we have been advised that two Mini Marts will be opened at Waurn Ponds and one at Waterfront this week. Waurn Ponds in buildings NA and JC and Waterfront in building D.

He further advised that the automatic extensions will be voted on at Academic Board tomorrow, and he will try and push to get these brought in a bit earlier.

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 – September***

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

The Finance Manager advised one item had been carried over from last month, the reporting to FBAC, and she and Sue have met with the Deakin CFO.

The PAYG was lodged and paid on 18/9.

Insurance Compliance - Deakin organize all insurance and then add DUSAs name to the various policies (apart from our motor vehicles). They are going to cover our insurances again for next year which is very good for us.

The application for a franking credits refund is to be lodged next month.

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 she would include the office relocation in this item.
There is nothing outstanding in HR at present. We currently have a team in Qld for the University Games.

Our office relocation is progressing now. A workshop was held last Thursday which included staff and some students, and then other meetings are being held with us and stakeholder groups as well. They have advised us that we are looking at two floors in the building now and not just one floor. The Architects want to do another workshop with staff and students soon. It appears we won't be moving until September next year now. We will be sending out a survey this afternoon to staff and students who couldn't make it to the workshop but wanted to have a say.

The General Manager confirmed she would keep the Student Council posted on any developments.

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

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

The Finance Manager advised we are looking at the August results, as September is not quite finished yet. The deficit for August is roughly in line with the budget. Some term deposits matured, and we paid the final amount for the University Games. We are still sitting in surplus for August, but this will turn around to a deficit in September. The Perpetual Investment is going well and saw a good amount of unrealised gains. We should be in a deficit by the end of 2025 but much less than what was originally budgeted.

The NUS affiliation fee is still outstanding as no invoice has been received yet.

11.3 ***2026 Budget***
The Chair referred to the Finance Manager to speak to the 2026 Budget.

The Finance Manager advised a couple of attachments were provided in Teams. She advised that she sits down and speaks with each area of DUSA to get their input before putting together the budget. She also spoke with Noah, Supraja and Annette for input on the organisational governance section of the budget. We are proposing a budget with a deficit of just over $1M for 2026. This is a big departure from previous budgets as we usually aim to break even, but in past years this has also resulted in no additional funding coming from the University. We have large reserves at present which will drop somewhat as part of this proposed budget for 2026.

The General Manager advised that in the past we have always cut our expenses and through our corporate partnerships area obtaining sponsorships we have been able to cut down our expenses considerably. However, this budget proposes a number of new initiatives, including food security etc. There are a number of other programs being proposed, such as increasing marketing resources and having student content creators, plus a number of new things we haven't done before. We need to show the University that we are willing to spend our reserves on student programs so that they might provide additional funding to us in the future.

We also received an email from the Community Legal Service regarding adding an additional day for Migration Program resourcing. We think this is very important to do this so this will also be included.

The Chair noted there were a lot of good initiatives in this proposed budget, and having additional marketing resources will really help.

The Chair queried the strategic advisor position and whether any adjustments had been made in the budget to this position.

The General Manager confirmed she had emailed the incoming President about her thoughts regarding this position.

The Chair advised it is the current Board's position to retain this position and the funding for it in the new budget, and they are very keen to ensure a salary component plus a budget for cultural events is retained.

The Finance Manager confirmed that this is in the budget but is not shown as a stand-alone item as it is a staffing position and sits under Student Engagement.

SC05/30092025:

That the Student Council approves the 2026 Budget as submitted including retaining the cultural position and budget for cultural events as discussed

Moved:	**Paul Ting**		**Seconded:**	**Mae Bell**	
For:	**8**	**Against:**	**0**	**Abstain:**	**0**

Carried

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.

SC06/30092025:					
That the Student Council receives the Minutes of the Executive Committee as submitted and resolutions therein be endorsed as decisions of DUSA					
Moved:	**Paul Ting**		**Seconded:**	**Noah Smith**	
For:	**8**	**Against:**	**0**	**Abstain:**	**0**
Carried					

13.0 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.

No questions or further reports were submitted.

The Chair advised he would move a motion to accept all reports received.

SC07/30092025:					
That the Student Council receives all reports as submitted					
Moved:	**Paul Ting**		**Seconded:**	**Noah Smith**	
For:	**8**	**Against:**	**0**	**Abstain:**	**0**
Carried					

1:40pm The Assistant General Secretary left the meeting.

13.15 Campus Coordinator Reports

The Chair referred to the Campus Coordinators to provide brief verbal reports.

<u>Muskan Goyal, Burwood Campus Coordinator</u>
Muskan was not present.

The Clubs Celebration Evening organisation is progressing well.

<u>Yiwei Cheng, Geelong Campus Coordinator</u>
Yiwei was not present.

<u>Caleb Smith, Warrnambool Campus Coordinator</u>
Caleb was not present.

Items for Discussion / Decision

14.0 General / Other Business

The Chair advised there was one item submitted under general business, which was the Clubs Celebration Evening Project Proposal

14.1 <u>Clubs Celebration Evening Project Proposal</u>

Burwood Campus Representative, Harley Efeon spoke to this item advising this had been approved by the Campus Committee meeting and they are now fairly organised to run this event.

The budget is not entirely finalized as yet but would be fairly close to what is shown. He further outlined what items are being expended and what is being covered by Red Bull sponsorship.

Student Councilor, Melda Ceylanbas noted that the coordination is all finalized, and everything is now organized, and staff members have selected which clubs will receive the various awards.

The Finance Manager questioned whether there is an invoice for the venue and food component yet?

Melda confirmed there was, and she would send this through shortly.

The Chair confirmed the current budget amount was $7,700 which would come out of the three Campus Committee budgets.

The Chair advised he would now move a motion to approve this proposal.

SC08/30092025:

That the Student Council approves the Clubs Celebration Evening Project Proposal as submitted

Moved:	**Paul Ting**		**Seconded:**	**Noah Smith**	
For:	**7**	**Against:**	**0**	**Abstain:**	**0**
Carried					

The Chair referred to the General Manager to speak to the next item.

14.2 Website changes

The General Manager spoke to this item advising this has been discussed throughout the year. The cost was prohibitive at the beginning so she went back to the providers to see if they could do better and they have come back with a lower price. She would now like to get this approved so we can get going on it.

SC009/30092025:

That the Student Council approves the proposal as submitted for the changes to the website including the amended budget

Moved:	**Paul Ting**		**Seconded:**	**Noah Smith**	
For:	**7**	**Against:**	**0**	**Abstain:**	**0**
Carried					

Items for Noting

15.0 Next Meeting

The Chair advised that the next Student Council meeting was scheduled to be held at the Burwood Corporate Centre on Wednesday 29th October 2025. He further noted that this is the final meeting for the current Council and is the handover meeting, and the incoming Council will also be invited to attend.

The Chair requested the Executive Officer look into whether the meeting date could be moved to either the 27th or 28th October instead.

16.0 Close of Business

There being no further business to discuss, the Chair declared the meeting closed at 1:53PM.