

DEAKIN UNIVERSITY STUDENT ASSOCIATION INC

STUDENT COUNCIL MEETING MINUTES

7th Meeting

19 May 2022

11:00AM

Burwood Bldg A Meeting Room and Via Zoom



Student Council Meeting Minutes
Thursday 19 May 2022

- ★ Indicates starred item
- 📁 Indicates document attached
- ⊗ Indicates document absent

DUSA Student Council

Thursday 19 May 2022
Commencing at 11:00AM
Burwood Bldg A Meeting Room and Via Zoom

Procedural Matters

1.0 Welcome

- 1.1 The Chair, Guleid Abdullahi formally welcomed all in attendance and declared the meeting open at 11:13AM.

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

Guleid Abdullahi	President and Chair
Liam Cowan	Vice President – Education
Sid Shrestha	Vice President - Welfare
Georgie Brimer	General Secretary
Jonathan De La Pena	Assistant General Secretary
Laura Moorfoot	Student Council Member
Mason Allcorn	Student Council Member
Jasmine Qi Xing	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

None

Minute Taker

Annette Allen	Executive Officer
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1.2 Apologies

Giselle Puno	Student Council Member
Alan Wang	Student Council Member
Lee Emberton	Student Engagement Manager

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 28 April 2022.
 - 4.2 Actions arising from the Minutes
 - 6.0 DUSA Podcast Update
 - 7.0 Request for leave of absence
 - 9.0 Strategic Matters of Importance to Members
 - 11.0 Policy, Procedures and Systems
 - 11.1 Monthly compliance reporting
 - 11.2 Audit completion report
 - 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
 - 13.4 Minutes of Geelong Campus Committee
 - 13.5 Minutes of Executive Committee
 - 14.0 Reports Received
 - 15.0 General / Other Business
 - 15.1 SSAF Marquee
 - 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.

SC01/19052022:

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

Moved: Guleid Abdullahi **Seconded:** Georgie Brimer

For: 8 **Against:** 0 **Abstain:** 0

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.

SC02/19052022:

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: Guleid Abdullahi

Seconded: Sid Shrestha

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 of the previous meeting, he would move a motion to accept these.

SC03/19052022:

That the Minutes of the Student Council Meeting held on 28 April 2022 be accepted as a true and accurate record of proceedings

Moved: Guleid Abdullahi

Seconded: Liam Cowan

For: 8

Against: 0

Abstain: 0

Carried

4.2 Actions Arising from Minutes

The Chair noted that the action item relating to changes to the election regulations was still on hold pending the review of our elections processes by Omega Consulting.

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 he would move on to the next item.

6.0 DUSA Podcast update

- 6.1 The Chair referred to the General Secretary to provide an update on the DUSA podcast.

The General Secretary advised two podcast brainstorming meetings were held by Madeleine. One episode based around exam/study/assignments. The Pride episode has not been filmed yet.

7.0 Requests for Leave of Absence

The Chair advised there had been a late request for leave of absence received from Alan Wang so he would move a motion to approve this.

SC04/19052022:

That the Student Council approves a leave of absence of one day for Alan Wang for Thursday 19th May 2022

Moved: Guleid Abdullahi

Seconded: Mason Allcorn

For: 8

Against: 0

Abstain: 0

Carried

8.0 Board Grant Applications

The Chair advised no board grant applications had been received for this meeting and he 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.

No items were tabled.

10.0 Regulations and Constitution

The Chair advised there were no items received under regulations and constitution and he would move on to the next item. We are waiting on changes to the election regulations to come from Omega Consulting.

11.0 Policy, Procedure & Systems

11.1 *Monthly Compliance Reporting – May*

The Chair advised the status of financial and insurance compliance reporting due in May 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 FBT tax return was lodged. This is for benefits paid to employees over and above their remuneration for things such as motor vehicle expenses and entertainment.

The quarterly BAS has now been paid and the April PAYG was also paid and lodged. The unclaimed monies return was finalized, with any unidentifiable monies going to the State Revenue Department.

The Financial Statements were signed off by the President and General Secretary on 21st April and the audit completion report was uploaded to teams for everyone to see. Did anyone have any questions about this? No questions were received.

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 advising a number of staff were ill at present and there has been a lot of juggling around of staff to meet student needs. Next Thursday and Friday all staff will be attending the staff conference at Waurin Ponds Estate so DUSA will be closed for two days. This was an annual event before COVID and is a great way to get all staff together to help them work as a cohesive group.

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 April was a fairly quiet month due to Easter, however we did see a small surplus mainly because we raised an invoice to Deakin for SSAF. For the four months to April we are sitting with a nice surplus due to the extra SSAF. Sales are struggling a bit, however Corporate Partnerships are doing quite well and are slightly over budget. Salaries are down due to some positions not being filled. Direct expenses are slightly down, and overall we will make a slight deficit this year. The Perpetual Investment shows a loss for April. This type of investment moves in line with world markets and we are comfortable with where this investment is at present.

Some of the budgeted salaries which haven't been filled were for an additional Financial Counsellor in Geelong plus a Research Assistant, and an Intern position in the Corporate Partnerships area. However, due to financial constraints those positions will not be filled at this stage.

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 Geelong Campus Committee and if there were no questions regarding these he would move a motion to accept them.

SC05/19052022:

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

Moved: Guleid Abdullahi

Seconded:

Mason Allcorn

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 he would now move a motion to accept all reports.

SC06/19052022:

That the Student Council receives all reports as submitted

Moved: Guleid Abdullahi

Seconded:

Liam Cowan

For: 8

Against:

0

Abstain:

0

Carried

Items for Discussion / Decision

15.0 General / Other Business

The Chair advised there was one item submitted for discussion under general business and he referred to the Advocacy Manager to speak to this.

15.1 SASS Marquee

The Advocacy Manager advised he was seeking an increase to the capital expense in the advocacy budget for the purchase of a marquee for Burwood campus. The marquee has been designed with a significant amount of branding and will cost a little more than originally expected. \$2,500 was originally budgeted for this, however we are now requesting \$2,866.50.

The Finance Manager suggested this be increased slightly to allow for delivery costs etc.

The Advocacy Manager advised they have re-branded the Advocacy Department marketing material this year to make it more friendly and welcoming in appearance.

The Chair advised he would move a motion to approve this additional capital expenditure.

SC07/19052022:

That the Student Council approves an increase to the Advocacy Department capital expenditure to the amount of \$500.00 for purchase of a marquee to be used by SASS

Moved: Guleid Abdullahi

Seconded:

Sid Shrestha

For: 8

Against: 0

Abstain: 0

Carried

The General Manager advised that the University will be going back to on-campus open days this year and she will need Student Council to assist with this, as the Open Days will be held every Sunday in August across all campuses.

Questions and discussion ensued.

The General Manager further advised the two Geelong campuses are having their open days on the same day, and Burwood and Warrnambool have theirs on different days.

The General Secretary advised most campus committee representatives reviews have been completed, with just a couple for Cloud Campus to be done and all of the Warrnambool Representatives to be completed. The Warrnambool Campus Coordinator will be conducting these shortly.

The General Secretary asked what everyone thought about holding the representatives reviews earlier in the year as a lot of the representatives came to their reviews with ideas that they wanted to implement, so she felt it may be beneficial to hold reviews earlier in the year.

Discussion ensued.

Council felt that the student representatives have the opportunity to raise their ideas for discussion at the monthly Campus Committee meetings, which is preferable to raising ideas during their reviews and did not feel it would be beneficial to hold reviews earlier in the year.

Items for Noting

16.0 Next Meeting

The Chair advised that the next meeting of the Student Council would be held on Thursday 23rd June via zoom and Building A Meeting Room at Burwood.

17.0 Close of Business

There being no further business to discuss, the Chair declared the meeting closed at 11:42AM.