

Minutes of the USASA Board Meeting

Monday 10 July 2017

6.00pm Jeffrey Smart Building JS6013

Present:	Kayla Dickeson:	President and Meeting Chair
	Board Members:	Monamee Ishika, City West Rep Ryan Kennealy, City West Rep Louise Kyriaki, Post Grad Rep Jordan Mumford, Mawson Lakes Rep Natansh Modi, City East Rep Ryan Colsey, Magill Rep Jordan-Leigh Graeber, Luke Le, Mawson Lakes Jivan Jothi, Mawson Lakes [via Skype] Daniel Randell, General Manager Bridget Laffy, Student Representative Support Officer
	Apologies:	Han Nguyen, City East Rep Julie Baum, Mount Gambier Rep Kemal Brkic, Whyalla Rep
	Advisors:	Nick Anderson, Finance Advisor Arthur Siow, UniSA
	Observers:	Allan Tabor, Director Student and Academic Services
	Minute Secretary:	Suzanne Heaton

The President declared the meeting open at 6.05pm.

1. Meeting Opening

1.1 Acknowledgement of Country

The Board of USASA respects the Kurna and Barngarla Peoples' spiritual relationship with their country and that today we meet on the land of the Kurna people and recognise the Kurna people as the custodians on the land where we meet. We recognise and respect their cultural heritage, beliefs and relationship with the land and acknowledge that they are of continuing importance to these people living today.

1.2 Apologies

The Chair noted the apologies of:

- Han Nguyen, City East Rep
- Julie Baum, Mount Gambier Rep
- Kemal Brkic, Whyalla Rep
- Jordan-Leigh Graeber, ATSI Rep

1.2.1 Julie Baum

Julie Baum's request for leave from the Board for the July 2017 Board meeting due to a family holiday in Whyalla from 5 – 13 July 2017 was noted.

Motion: That the Board accept the apology of Julie Baum at the July 2017 Board meeting.

Moved: Kayla Dickeson Seconded: Jordan Mumford

All were in favour and the Motion was carried.

1.3 Conflicts of Interest

The Chair stated:

'that all Members and officers in attendance declare that they have read and considered all papers within this agenda that require decision making and have no known conflict of interest or potential conflict of interest with respect to those matters.'

1.4 Previous Minutes

1.4.1 Confirmation – 5 June 2017 Minutes

Under 3.5.5 Governance Committee should be amended to read

Ryan Kennealy advised this may have been due to the restructure of the Terms of Reference and the structure of the meeting schedule.

Arthur Siow to be listed as an apology.

Motion: Following the amendments referred to above the Minutes of the Board Meeting dated June 2017 be accepted as a true and correct record of the meeting.

Moved: Kayla Dickeson Seconded: Ryan Colsey

All were in favour and the Motion was carried.

1.4.2 Matters Arising from Action Log

1.4.2.1 Catch ups

Ryan Colsey advised plans for second semester and was looking at doing the same as in previous semester. He would spend an

hour behind the counter each week, with Wednesday being the preferred day due to “O” week.

Louise Kyriaki suggested Ryan liaise with Marketing to assist with a poster being displayed to show when he is there.

Jordan Mumford advised he had discussed how to change student catch ups and possibility of dipping into campus activity budget to entice students (as previously discussed in February 2017).

Natansh Modi will be doing the same as last month.

Monamee and Ryan planned a BBQ for the month of May 2017 which did not eventuate due to exams and now planned to hold in August 2017.

Ryan Kennealy advised he was also acting as Academic Integrity Ambassador during ‘O’Week

Louise Kyriaki reminded Board members to be clear about functions which fall under each of their roles as Board members when reporting.

Motion: To continue monthly catch ups

Moved: Kayla Dickeson Seconded: Jordan Mumford

All were in favour and the motion was carried.

1.4.2.1 Students for Academic Review

Bridget Laffy advised this is still in progress and will be completed in the next few weeks.

1.4.2.2 UniSA Online

Kayla Dickeson advised the Student Engagement Unit had contributed further to the submission and this would be distributed in due course.

1.4.2.3 Any other business

It was agreed all members were happy with the food provided at Board meetings and this matter is now complete.

1.4.2.4 Education Conference

Kayla Dickeson and Nantansh Modi attending the Conference and will provide a report at the next Board meeting.

1.4.2.5 USASA Submission into Senate Budget Inquiry

Kayla Dickeson advised this Inquiry is now available on line and is included in her Board report, online and a link will be included on FB.

1.4.2.6 Budget Processes

The Budget processes are being discussed at the Finance Committee and require approval.

Motion: That the Action Log be accepted.

Moved: Kayla Dickeson Seconded: Louise Kyriaki

All were in favour and the Motion was carried.

1.5 Items for Starring

3.4 Board Members Reports

Item 3.4 Board Member Reports was added to the starred items.

Motion: That the unstarred items be noted en bloc.

Moved: Kayla Dickeson Seconded: Monamee Ishika

All were in favour and the Motion was carried.

2.1 Leave Request

Julie Baum has requested leave in person from Board meeting during August, September and October 2017.

It was agreed by the Board that this be withdrawn as it was not treated as leave as Julie will be attending via Skype.

2.2 Student Vacancies

Kayla Dickeson welcomed Luke Le and Jivan Jothi, both Mawson Lakes representatives to the Board and thanked him for joining.

Kayla Dickeson advised the USASA Board are required to fill two vacancies: (1) 1 x Academic Board vacancy, and (2) 1 x Events and Marketing Committee Convener.

Kayla Dickeson explained that currently USASA has four out of five student representatives on Academic Board. Furthermore, the Events and Marketing Committee currently has no convener. The Events and Marketing committee oversees student events and the accompanied marketing for USASA.

Jordan-Leigh, Aboriginal and Torrens Strait Representative would like to become a member of the Academic Board and Kayla Dickeson requested if anyone else from this Board would like to nominate for the Board. Ryan Colsey advised he would like to nominate himself and it was taken to a vote by the Board members. Bridget Laffy undertook the vote and confirmed:

Motion: That Ryan Colsey be elected to the Academic Board.

Jordan-Leigh 2 votes

Ryan Colsey 6 votes

Moved: That Ryan Colsey be a representative of the Academic Board.

Further discussion was held regarding the Events and Marketing Committee and if any Board members would like to take on the role of Convenor. No nominations

were received and it was decided that Natansh undertake the role of Convenor in the interim.

Jivan Jothi further nominated to be on the Governance and Finance Committees.

Motion: That Jivan Jothi be selected on the Board of the Finance Committee

Moved: Kayla Dickeson Seconded: Jordan Mumford

All being in favour the motion was carried.

2.3 Election Timeline

The USASA Constitution requires that an election for the following year's Board will occur annually, with voting commencing in October. In order to satisfy these requirements, the Board must appoint a Returning Officer and determine the timeline for the election period. When working back from October to determine the rest of the election dates, considerations needs to be given to when the appropriate times for nominations, campaigning, and voting will be in the context of academic calendars, USASA event calendars, and public holidays.

It is recommended that Deb Arnold is appointed as Returning Officer and that Bridget Laffy is appointed as Assistant Returning Officer for this election. This combination was successful for the Magill Bi-Election held in April and both candidates possess the technical skills and eligibility requirements as set out in 3.3 Election Regs.

Recommendation

- That the Board appoints Deb Arnold as Returning Officer for the 2017 USASA Board Election.
- That the Board appoints Bridget Laffy as Assistant Returning Officer for the 2017 USASA Board Election.
- That the Board approves the following timeline:
 - Notice of election given at 9am 11th September
 - Nominations open at 9am 11th September
 - Nominations close at 4pm 22nd September
 - Voting opens at 9am 23rd October
 - Voting closes at 4pm 27th October
 - Provisional results released at 4 30pm 27th October

Motion: That the above Recommendations are approved

Moved: Kayla Dickeson Seconded: Jordan Mumford

All being in favour the motion was carried

2.4 Clubs Sponsorship Policy

Deferred.

3.5.3 Finance Committee 24 May

Noted

3.5.4 Finance Committee 25 May

Noted

3.5.5 Welfare Committee

Noted

3.5.6 Women's Committee

Noted

4. Any other Business

4.1 SSAF Submission

Kayla Dickeson advised the Submission was due on 5 August 2017 prior to the next Board meeting. As such, it was agreed that the Submission be referred to the Executive Committee.

Motion: That the SSAF Submission be referred to the Executive Committee.

Moved: Kayla Dickeson Seconded: Natansh Modi

All were in favour and the Motion was carried.

4.2 October 2017 Board Meeting

Motion: That the Board meeting to be held on 2 October 2017 be moved to 9 October 2017 due to the public holiday.

Moved: Louise Kyriaki Seconded: Kayla Dickeson

All in favour and the Motion was carried.

4.3 August 2017 Board Meeting

Natansh Modi advised he may be absent for the August 2017 Board meeting

Noted.

5. Meeting Closure

5.1 Next Meeting

The Chair advised that the next meeting would be held on Monday 7 August 2017.

5.2 Meeting Closed

The Chair declared the meeting closed at 7.22pm.