

## Minutes of the USASA Board Meeting

Tuesday 19 November 2019

Jeffery Smart Building JS6-13

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### PRESENT

Board:	Grace Dixon	President & Meeting Chair
	Nida Baig	Post Graduate Representative
	Bridget Barletta	City West Campus Representative
	Noah Beckmann	Mawson Lakes Campus Representative
	Laurena Byers	Mount Gambier Campus Representative (by telephone)
	Ned Feary	City West Undergraduate Representative
	Harsh Rana	International Students Representative
	Daniel Randell	USASA CEO
	Wenona Reddaway-Worth	Whyalla Campus Student Representative (by telephone)
	Kate Riggall	Magill Campus Co-Representative (from 6.15 pm)
	Puthearothsopor Tan	City East Campus Co-Representative

In attendance:	Richard Irons	Director Student and Academic Services
	Bridget Laffy	Student Representative Support Officer
	Arthur Siow	Legal Advisor
	Sandy Davis	Minute Taker

<b>APOLOGIES</b>	Nick Anderson	Finance Advisor
	Arunika Dutta	Magill Campus Co-Representative
	Julie Ma	City East Campus Co-Representative

<b>Absent</b>	Christine Doolan	Aboriginal Torres Strait Islander Student Representative
	Thanusshan Packiyarajah	Mawson Lakes Undergraduate Representative

The Chairperson declared the meeting open at 6.04 pm.

### 1. MEETING OPENING

#### 1.1 Acknowledgement of Country

The Board of USASA acknowledges that it meets on the land of the Kaurna people of the Adelaide Plains and pays respect to their elders past and present. We recognise and respect their cultural heritage, beliefs and relationship with the land and acknowledge that these are of continuing importance to the Kaurna people living today.

#### 1.2 Leave Requests

1.2.1 Arunika Dutta – leave request accepted.

1.2.2 Julie Ma – leave request accepted.

1.2.3 Nick Anderson had sent an apology.

1.2.4 Kate Riggall had advised that she would arrive late.

1.2.5 Christine Doolan and Thanusshan Packiyarajah were absent without notice.

**1.3 Conflicts of Interest** – nil.

**1.4 Previous Minutes**

**1.4.1 Confirmation**

Motion: That the minutes of the Board Meeting of 15 October 2019 be accepted as an accurate record of the meeting.

All were in favour and the Motion was carried.

**1.4.2 Action Log** – noted, with all items complete.

**2. MATTERS FOR DECISION** – Nil.

**3. MATTERS FOR NOTING**

**3.1 President's Report** – taken as read.

**3.2 CEO's Report** – taken as read.

Daniel Randell added that USASA now has 6,000 club members.

The Grad Australia paperwork has been completed and the web site is being set up.

**3.3 Finance Report** – taken as read.

Daniel Randell reported that the year-end projection is being prepared. Significant positive variances to budget have arisen from investment income, grant funding and good advertising revenue.

The audit process has also commenced.

November and December financials will be presented to the January Board Meeting.

**3.4 Board Members' Reports** – Each report was noted and taken as read.

**3.5 Committee Meeting Minutes**

3.5.1 Diversity, Equity & Access Committee – 7 November Minutes noted.

3.4.2 Education Committee – 1 November Minutes noted.

3.4.3 Governance Committee – 15 October Minutes noted; also that an updated version will be available on Dropbox.

#### 4. ANY OTHER BUSINESS

##### 4.1 Vacant Board positions

Christine Doolan and Thanusshan Packiyarajah have each failed to attend two consecutive Board meetings without being excused by Ordinary Resolution of the Board. In accordance with Clause 5.6 (f) of the Constitution, their respective positions of Aboriginal Torres Strait Islander Student Representative and Mawson Lakes Undergraduate Representative were declared vacant with effect from 19 November 2019.

Grace Dixon will advise them of this. Their honorarium payments will be reduced accordingly, on a pro rata basis. **GD**

##### 4.2 Filling of Casual Vacancies

In accordance with Clauses 5.7.1 and 5.7.2 of the Constitution, the successful candidates from the “last election” will be appointed to the casual vacancies created at 4.1 above, the “last election” being the one held in October 2019 for the 2020 Board.

*K Riggall joined the meeting at 6.15 pm.*

4.2.1 Reece Peden will be appointed Aboriginal Torres Strait Islander Student Representative, with effect from the date of receipt of his Police check; and

4.2.2 Joshua Steele will be appointed Mawson Lakes Undergraduate Representative, with effect from the date of receipt of his Police check.

4.3 **Whyalla by-election** date is yet to be set, but will probably be in the first weeks of semester one 2020.

##### 4.4 Board Member Handover Policy

Board Committee Members were reminded of their handover obligations, as per the handover agenda item for each Committee’s last meeting of the year.

**Committee Members**

Individual Board Members (including those who have been re-elected) were similarly reminded of their obligation to complete a handover document and load it onto Dropbox, before the completion of their terms. **All**

#### 5. MEETING CLOSE

5.1 **Next meeting** – 3 December 2019 at 4.00 pm

5.2 **Meeting Close** – 6.25 pm