



## Minutes of the USASA Board Meeting

Tuesday 18 February 2020

Jeffery Smart Building JS6-13

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### PRESENT

Board:	Noah Beckmann Lauren Baum Jenny Chen Ned Feary Melinda Ho Rhys Peden Tim Pham Daniel Randell Jaisree Ravichandran Lekshmi Shylaja Joshua Steele Emily Williams	President & Meeting Chair Mount Gambier Campus Representative City East Undergraduate Representative City West Undergraduate Representative International Student Representative Aboriginal Torres Strait Islander Student Representative City East Campus Representative USASA CEO Mawson Lakes Campus Representative – by video link Post Graduate Representative Mawson Lakes Campus Undergraduate Representative Magill Campus Representative
In attendance:	Nick Anderson Bridget Laffy Arthur Siow Sandy Davis	Finance Advisor Student Representative Support Officer Legal Advisor Minute Taker

### APOLOGIES

<b>Absent</b>	Arunika Dutta Linus Johnston	Magill Campus Undergraduate Representative City West Campus Representative
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**Vacant** Whyalla Campus Student Representative

The Chairperson declared the meeting open at 6.12 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** – nil. Linus Johnston's absence due to illness was noted.

**1.3 Conflicts of Interest** – nil.

## 1.4 Previous Minutes

### 1.4.1 Confirmation

Motion: That the minutes of the Board Meeting of 22 January 2020 be accepted as an accurate record of the meeting.

All were in favour and the Motion was carried.

**1.4.2 Action Log** – Bridget Laffey gave an update on the Whyalla election process. The Notice of Meeting was published yesterday. Digital screens, posters and a drop in session with BL next week are being arranged.

## 2. MATTERS FOR DECISION – Nil.

## 3. MATTERS FOR DISCUSSION

### 3.1 2020 Board Charter

All those present digitally signed the Board Charter, as circulated with the meeting papers, and acknowledged acceptance of the highlighted item on page 2 re mobile devices and side conversations.

The Chair observed that some Board reports needed more detail, and that reports should only cover student representative activities. In particular, a distinction should be made between clubs involvement and the Board role, except when acting as a Board member in relation to clubs.

Board members were also encouraged to keep in touch with Bridget Laffey, Noah Beckman and Daniel Randell, in order to enhance their representation. Nick Anderson also encouraged participation and stressed the importance of written and verbal communication, as these are important workplace skills.

Board reports are due with the Board papers, and are best completed at month end.

Motion: That the Board ratify the 2020 Board Charter.

All were in favour and the Motion was carried.

### 3.2 NUS President's Summit Report and Discussion

Noah Beckman's report was taken as read. Campaign information is not yet available, but will be circulated to relevant committees when it is. Noah is keen for USASA to make good use of its investment in the NUS.

**NB**

## 4. MATTERS FOR NOTING

### 4.1 CEO's Report – taken as read, with Daniel Randell adding the following comments.

Prevent, Respect, Respond Conference – There were good learnings, the key one being that Uni SA is moving too slowly on what should be regarded as core business. Other universities have implemented plans and allocated staff and

resources, while Uni SA has held just one meeting in two years. A full report will be provided for the next meeting, and feedback is requested from the Board on how this matter should be progressed.

ALL

USASA office space has been provided in the Student Lounge of the Catherine Helen Spence Building for the marketing, clubs and events teams. The current office will be rebadged as USASA Student Support. This will provide capacity to expand student support services, including language support and enterprise. The assistance of the Director of Facilities Management in achieving this outcome was acknowledged.

Clubs space – West Bar is being considered in early E25 discussions about spaces for clubs on each campus. Mawson Lakes is close to identifying a clubs space.

The Co-op is unlikely to open on campus under the new Booktopia ownership (which covers the marketing list and Australian Geographic shops, but not The Co-op shops).

Melinda Ho indicated interest in a peer language support role.

**4.1.1 2019 Brand Awareness Report** – noted.

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

**4.3 January Financial Statements – unaudited** – Noted.

Nick Anderson advised that the Finance Committee has not provided its usual report, due to Linus Johnstone's illness. The profit variance to budget is a result of timing differences in pay periods and receipt of unbudgeted funding. These are expected to even out by March. Draft, audited financial statements for last year will be presented to the next meeting for approval.

**4.4 Board Members Reports** – Each report was taken as read and the following updates were provided.

Lauren Baum outlined planned activities: a movie night, involvement with the James Morrison Academy and O-week, which Daniel Randell and Noah Beckman are to attend. Eighty new students have registered at Mount Gambier this year.

Jenny Chen plans to fit in some O-week activities around her placement. She will also liaise with Tim Pham on City East activities.

Melinda Ho spoke about her work to refine communications with international students via Facebook. Multiple international student pages are being rationalised. (Tim Pham will liaise about the pages to which he has access.) Melinda and Lekshmi Shylaja are also working on inappropriate tags on Facebook. Inappropriate links for online cheating should be reported to the Academic Integrity Officers.

TP

Melinda is planning sessions on each campus to present resources for international students, and as well as considering the peer language support program and more informal sessions.

The coronavirus situation remains unclear. Daniel Randell will forward the latest Uni SA email advice, which recommends online study or SP3 for the

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approximately 1,000 affected students.

Assisting students in their liaison with International Student Advisors was discussed. It was recommended that Melinda not convey the Advisors' 'advice' to students and instead, that she problems with the Advisors. Noah Beckman will discuss these issues with her out of session.

NB

Rhys Peden has been invited by the PVC:ALS (Aboriginal Leadership & Strategy) to attend governance committees on Commonwealth funding and the university's direction in relation to Aboriginal students. He also attended a National Apology breakfast with the Office of PVC:ALS. A meeting was held last week with Wurringka Student Services and he will circulate an outline of these discussions.

RP

Tim Pham has met with Noah Beckman on plans for City East activations, such as reopening the Brekkie Bar (for 8 am lectures), a Spice Event, an employment / job fair and a cultural day. The possibility of USASA reconnecting with the Council of International Students Australia was raised, and Noah Beckman advised that he would be happy to receive a proposal from them.

Jaisree Ravichandran plans to meet with Josh Steele to plan activations on her return from India.

Lex Shylaja is preparing for O-week and the International Students' Welcome, as well as meetings of the Academic Review, Education and Clubs Committees.

Josh Steele– spoke to his report and noted concern at the predominance of IT students at Academic Review. Noah Beckman will brief him and / or attend his meeting with the Mawson Lakes Facilities Manager.

NB

Emily Williams outlined plans for the DEA Committee, which is to meet next week. A Board presentation on the ALLY program will be sought from Michelle Anderson.

EW

## 5. ANY OTHER BUSINESS

### Board Training

Mental health first aid, first responder and Aboriginal cultural safety training are being organised for Board members. Attendance is highly recommended. Noah Beckman will email date options for the latter, and others will be organised soon.

NB

Suggestions for other training were invited. Training for activations, such as food handling, will be considered.

### O-Week

Bridget Laffey thanked Board members for their commitments to 62 hours of O-week activities.

## 6. MEETING CLOSE

**6.1 Next meeting** – Tuesday 17 March 2020 at 6 pm

**6.2 Meeting Close** – 7.28 pm