

## Minutes of the USASA Board Meeting

Tuesday 22 May 2018

6.00pm Hawke Building H6-10

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Present:	Jordan Mumford:	President and Meeting Chair
	Board Members:	Kate Riggall Abid Billah Qihua Zheng Natansh Modi Sneha Manimurugan Grace Dixon Ryan Colsey Kemal Brkic (via teleconference) Pamela Spek Bridget Barletta Timothy Pham Georgina Gogel
		Daniel Randell, General Manager
Advisors:		Arthur Siow, Legal Advisor Nick Anderson, Finance Advisor
UniSA Observer:		Allan Tabor, Director Student and Academic Services
Minute Secretary:		Chula Murray
Apologies:		Surabhi Shubhraj Bridget Laffy, Student Representative Support Officer

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The President declared the meeting open at 6.00pm.

### 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 Guest Speaker: Jordon O'Reilly, National Welfare Officer (NUS)**

Mr O'Reilly provided the Board with an update on current NUS activities:

Founded in the late 1980s, NUS is the peak representative body for post-secondary students, rights for students in higher education, and currently works off affiliate association with university student bodies. NUS encourages members to be more aware and to engage in the politics that affects their lives.

Currently, NUS is lobbying to universities regarding sexual assault and sexual harassment, supporting a nation-wide report into these matters.

NUS also lobbied the Federal Government to delay imposing a bill that would put a lifetime limit on the amount of university fees that can be deferred via HECS, as well as lower the repayment threshold.

NUS has also started a campaign in response to the 2018 Federal Budget, to increase spending on higher education.

With regards to welfare, NUS has initiated a campaign to raise the rate of Newstart allowances, made a submission to the NSW Government regarding access to fresh food, conducted an audit into mental health services on campus and initiated the NUS student finances survey.

Mr O'Reilly recommended that the USASA Board contact NUS via the Facebook page or the website should they have any further questions.

## **1.3 Apologies**

The Chair advised that he had received an apology from Bridget Laffy.

The Chair noted the apologies of:

### **1.3.1 Surabhi Shubhraj**

Motion: That the Board accept the leave request of Surabhi Shubhraj

Moved: Jordan Mumford

Seconded: Pamela Spek

All were in favour and the motion was carried.

## **1.4 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.'

## **1.5 Previous Minutes**

### **1.5.1 Confirmation – 17 April Minutes**

Daniel Randell requested a change in the minutes for Item 3.1:

*Motion: That the Board **approves** affiliation with UATSIS and delegate the Finance Committee to find the affiliation amount that the Board deems appropriate for financial affiliation.*

Motion: That the minutes of the April 2018 Board meeting conducted on 17 April 2018 were accepted as an accurate record of the meeting.

Moved: Jordan Mumford

Seconded: Kate Riggall

All were in favour and the Motion was carried.

## **1.5.2 Matters Arising / Action Log**

### **1.2 Guest Speaker**

Complete

### **2.1 Magill Toasties Activation**

Complete

### **5 Any Other Business**

Removed

### **2.3 Women's Committee TOR**

Complete

### **2.4 Welfare Committee TOR**

Complete

### **2.6 Finance Committee TOR**

Complete

### **2.7 Education Committee TOR**

Complete

### **3.1 UATSIS**

Complete

### **4.5.5 Women's Committee Minutes**

Corrected

## **2. Matters for Decision**

### **2.1 Consent Matters Feedback**

Jordan Mumford spoke to this item.

The Board noted that Daniel has co-ordinated USASA staff members who have undergone training. Feedback highlighted four key areas to be addressed prior to USASA endorsement:

1. The platform needs to be mobile friendly
2. There cannot be any ambiguity around answers
3. Student support needs to direct people to the right place
4. The Infographic AHRC.3729 needs to be updated

The Board noted that Daniel will communicate to the University the Board's collective feedback.

Motion: That the Board supports the Consent Matters module pending the recommended changes

Moved: Jordan Mumford

Seconded: Abid Billah

The Motion was carried.

## **2.2 2019 Budget Approval Process**

Daniel Randell spoke to this item.

The Board noted that this was a straightforward procedural matter.

Recommendation: That the Board notes the timeline for preparation and approval of the 2018 Budget.  
That the Board delegate final approval of the Budget to the Finance Committee at the July meeting.

Motion: That the above recommendations be accepted.

All were in favour and the Motion was carried.

## **2.3 Diversity and Equity Committee**

Kate Riggall spoke to this item.

The Board noted the proposal to broaden the scope of the Women's Committee to address concerns and issues that other groups face, and to ensure access. Groups could include ATSI, female, LGBTI, abilities/disabilities officer, non-english or minority backgrounds, rural and international groups. It would be known as the Diversity, Equity and Access Committee.

Concerns were raised about the potential size of the Committee, and the potential overlap with other Committees. Whilst it is desirable to ensure that diversity is met, it is not necessary to keep the structure rigid. In this way, the Board discussed keeping the Committee size to seven members, with each member being able to speak to issues that they identify with without members being typecast into one particular role. Board members could nominate to the committee as well as act as nominees for the group. It was further agreed that the convenor, in consultation with the board, would ensure diversity and invite interest from different groups. Each member can be a nominee of a particular group but not the group's single representative.

The Board agreed that this Committee would serve as an advisory committee and not an SRC. It was agreed that this Committee should seek to reach recommendations by consensus; only voting when absolutely necessary.

Board members who expressed interest in being involved included Jordan Mumford, Natansh Modi, Pamela Spek, Georgina Gogel.

Action item: Kate Riggall and Arthur Siow to finalise TOR, that will be sent to the Governance Committee and the Board for approval.

Motion: Amending and changing the name of committee to become the Diversity, Equity and Access Committee.

Moved: Kate Riggall

Seconded: Georgina Gogel

Motion: That the Board accepts Kate Riggall as convenor.

Moved: Kate Riggall

Seconded: Natansh Modi

All were in favour and the Motions were carried.

#### **2.4 Women's Committee Convenor**

See Item 2.3

#### **2.5 Mt Gambier Movie Night**

Georgina Gogel spoke to this item.

The Board noted that Wayne's World 1 & 2 were currently being advertised, with funding requested for food, drink and a prize for best dressed. At present, 15 people have expressed interest in attending with more movie nights being advertised.

Motion: The Board approves expenditure of up to \$440 for Wayne's World movie night

Moved: Georgina Gogel

Seconded: Pamela Spek

The Motion was carried.

#### **2.6 USASA Response to Hazing**

Jordan Mumford spoke to this item.

The Board noted that this was not a criticism of any groups, but that students needed to be proactive and state that this behaviour will not be tolerated.

It was discussed that the language surrounding hazing needs to be clearly defined, as it is a spectrum. The Board noted that "hazing" in the Red Zone Report defined

behaviours that are potentially dangerous and may cause trauma (physical or mental).

Arthur Siow recommended that the Board read the entire report before making any recommendation. The report is journalistic but not analytical, therefore the Board must be cautious when making recommendations when a consultation process with victims, police and law-makers has not been conducted. Issues of proof must be addressed before any recommendation to criminalise an offence. Arthur's recommendation that more work needs to be undertaken to look at background and counterargument, with more of a focus on shining a light on these behaviours. He also stated that without a proper legal definition of what hazing is, this leaves open loopholes for perpetrators to escape charge. There are current legal frameworks surrounding consent, with mechanisms in place to support those who have been assaulted, intimidated or coerced without introducing a new criminal charge for hazing. Furthermore, there are provisions in both Common Law and Criminal Law to pursue charges in these areas.

Clarification was sought surrounding governance risks in supporting clubs/groups that commit these offences. It was confirmed that there is significant risk to the group responsible for oversight over these clubs.

Motion: The Board commends End Rape on Campus Australia for exposing the deplorable actions of those involved in harmful hazing in university colleges. The Board condemns any perpetrators of such hazing and expresses its support for the survivors.

Motion: A statement to be added to the USASA website to state that as a group of student leaders, the Board condemns these behaviours and supports victims of hazing, bullying, intimidation and/or harassment. Resources to be made available, as well as links to university counsellors.

Moved: Jordan Mumford

All were in favour and the Motions were carried.

## **2.7 CISA Affiliation**

Jordan Mumford spoke to this item.

The Board noted that USASA has been a financial affiliate of the Council of International Students Australia. In 2017 the previous International Student Representative made a submission to the USASA Board stating that racist and sexist comments were witnessed at the CISA conference.

The Board agreed that the 2018 CISA affiliation needs to be reviewed. Abid notified the Board that CISA taken USASA's complaints into consideration and were taking steps to prevent this from happening again.

Timothy Pham stated that he has been a previous Vice President of CISA and has attended several conferences. He noted that it is a very diverse group but is growing rapidly and is starting to get political. CISA now represents around 750,000 international students. It was noted that the University of Adelaide is not an affiliate, only UniSA and Flinders University.

The Board noted that there has been very little communication from CISA with regard to local benefits. The Board would like to know: what are the issues that international students face and how CISA are addressing them, in a defined manner. Finally, it was noted that CISA affiliation was not budgeted for in 2018.

Action Item: Abid Billah and Jordan Mumford co-sign a letter to CISA stating that USASA will not be renewing due to lack of engagement.

Recommendation: A letter to be sent to CISA as above, with an approach to Flinders University to do the same.

Motion: That the Board declines to associate with CISA any further.

Moved: Jordan Mumford

All were in favour and the Motion was carried.

## **2.8 USASA City to Bay Team**

The Board noted that the City to Bay can be done in a group. There is an out of pocket registration cost but the team can individually fundraise for a particular charity. There is also the potential to have t-shirts made up to provide extra fundraising opportunities. Daniel has discussed sponsorship with the Director of Communications which warmly received. Both staff and students are keen on participating. It is cost neutral to Board.

Motion: That the Board delegates choice of charity to the Welfare Committee.

Moved: Grace Dixon

Seconded: Jordan Mumford

The Motion was carried.

## **2.9 Finance Policy**

Daniel Randell spoke to this item.

The Board noted that the only change to the policy was a Capitalisation, which was approved.

Additionally, Section 10 of the Finance Policy now needs updating to include the Manager of Events and Clubs.

The Board noted that the process for events and activations. Daniel stated that he has approval of up to \$5000 for activations. Where there is no risk, he is able to automatically sign. If there is risk, this can be sent to the events team or be sent to the Board. It was noted that this still requires the same level of detail in budgeting, and that any activations can just be included in the Board report.

Motion: That the Board approves the amendments to the Finance Policy.

Moved: Jordan Mumford

Seconded: Ryan Colsey

The Motion was carried.

Daniel stated that they had a presentation from Perpetual, the fund manager. A question was made on interest made on investments, whether it was more

beneficial taking it out and putting it into the bank or reinvesting? The recommendation made was to endorse reinvest.

Recommendation: To endorse reinvestment of interest made on investments.

Moved: Jordan Mumford

Seconded: Kate Riggall

The Motion was carried.

### **3. Matters for Discussion**

#### **3.1 Sub-Committee Meetings**

Taken as read.

The Board noted that it is not necessary for all sub-committees to have a meeting every month, with the exception of Finance and Governance. This might give representatives time to do other things. It was also noted that if representatives cannot attend the meetings and have nothing valuable to add, then they should step down.

The Board agreed that meetings still should be scheduled for every month but the necessity of meeting be addressed on a case-by-case basis. TORs may need to be updated to reflect this.

### **4. Matters for Noting**

#### **4.1 Presidents Report**

The Presidents Report was noted and taken as read.

The Board noted that there has been a huge renewed focus on USASA clubs, following the strategic plan from 2017.

This time last year there were 86 clubs, 1939 members

Now there are 92 clubs, 3264 members; an increase of 1300 members

1 in 5 students involved in a USASA club. When students are involved in social activities are more likely to be retained – building communities and networks.

#### **4.2 General Manager's Report**

The General Manager's Report was noted and taken as read.

An error was identified to be checked: "interstate" vs "international" applicants.

#### **4.3 Finance Report**

The Finance Report was noted and taken as read.

#### **4.4 Board Members' Reports**

The Board Members' Reports were noted and taken as read.

Moved: Jordan Mumford

Seconded: Bridget Barletta

The Motion was carried.

#### **4.5 Committee Meeting Minutes**

##### **4.5.1 Clubs Committee**

The Clubs Committee minutes were noted and taken as read.

##### **4.5.2 Education Committee**

The Education Committee minutes were noted and taken as read.

##### **4.5.3 Finance Committee**

The Governance Committee minutes were noted and taken as read.

##### **4.5.4 Welfare Committee – 6 April**

The Welfare Committee minutes were noted and taken as read.

Moved: Jordan Mumford

Seconded: Kate Riggall

The Motion was carried.

##### **4.5.5 Welfare Committee – 11 May**

The Welfare Committee minutes were noted and taken as read.

#### **4.6 Board Activations Budgets**

The Board noted that a total combined income of \$10,000 was available, with the Activation budget there to be used.

Moved: Jordan Mumford

Seconded: Pamela Spek

The Motion was carried.

#### **4.7 Perpetual Fund Update**

The Board noted the presentation today from the fund manager Perpetual. Finances are tracking just above the term deposit rate at the moment. Expected changes in interest rate in the coming months will have a positive impact on the funds.

Moved: Jordan Mumford

Seconded: Abid Billah

The Motion was carried.

#### **4.8 USASA Risk Register Summary**

The Board noted that this was a summary from the Governance Committee, and only for noting.

Moved: Jordan Mumford

Seconded: Ryan Colsey

The Motion was carried.

#### **5. Any Other Business**

The Board noted the upcoming Sea & Vines wine tour event. \$60 ticket includes entry to a couple of wineries, transport, branded wine glass and lanyard, brekkie roll and coffee, and this is on sale to all students.

##### **Yarrow Place training**

Whilst the University is setting up an internal sexual assault response, it is offering Yarrow Place training for first aid response, training people in how to support victims in the first instance. It is anticipated to be one day training, with a Doodle poll to determine an appropriate date. Daniel to send an EoI via email.

**In camera session – 20:26 – 20:31**

#### **6. Meeting Closure**

6.1 Next Meeting: 6pm, 19 June 2018 Jeffery Smart Building JS6013

6.2 Meeting Closed at 8:32pm