

Minutes of the UniSA Student Association Board Meeting

Thursday, 18 January 2022 – 3:30pm

Upper Deck, Adelaide Hills Convention Centre, Hahndorf SA

Present	Isaac Solomon Riya Bhaizada Rhys Peden Hayate Yamada Jayce Dimitriadis Oliver Shephard-Bayly Lucy Fawcett Sam Bhattacharjee Brendan Ritter Daniel Randell	President & Meeting Chair Post Graduate Representative Aboriginal and Torres Strait Islander Student Representative City West Student Representative City West Undergraduate Student Representative Magill Student Representative Magill Undergraduate Student Representative Mawson Lakes Campus Representative UniSA Online Student Representative USASA Chief Executive Officer
Observers	Kaveeta Magandram Arthur Siow Richard Irons Brendan Hughes Cristine Dagnoni	Finance Advisor Legal Advisor Director Student and Academic Services Director Student Engagement Unit Coordinator Governance and Student Leadership
Apologies	Alexandra Feilicia Joe Zahra Bayani Kush Modha Jeel Bhatt Analiese Spalding	International Student Representative City East Student Representative City East Undergraduate Student Representative Mawson Lakes Undergraduate Student Representative Whyalla Student Representative
Minute Taker	Cristine Dagnoni	Coordinator: Governance and Student Leadership

The Chair declared the meeting open at 3:49 pm.

1. MEETING OPENING

1.1 Acknowledgement of Country

The USASA Board acknowledges that it meets on the land of the Kaurna People of the Adelaide Plains and on the lands of others who are attending from locations beyond this country. We recognise and respect their cultural heritage, beliefs and relationship with the land and acknowledge that these are of continuing importance to Aboriginal People living today.

The Chair extended this welcome to include all areas of Australia.

1.2 Leave Requests

AS explained that board members who were not present at the board retreat also received leave by the Appeals Committee to be absent from the meeting.

Analiese Spalding did not submit a leave request from the meeting.

1.3 Conflict of Interest

-RB and IS states their conflict due to the material benefit in voting for their NUS Funding request, they will both abstain from voting on the matter.

-IS also states that the legal advisor has previously advised that sitting on the NUS National Executive does not stop someone from voting, as it is only a perceived conflict, unless they derive from a material benefit.

1.4 Previous Meeting Minutes

1.5.1 Confirmation of Previous Meeting Minutes

Motion: That the Minutes of the USASA Board Meeting of **20 December 2022** be accepted as an accurate and true record of proceedings with the following amendment:

5.1 After the Formal Inquiry Report, the board presented Ryan Colsey with a farewell gift that consisted of a small trophy for his efforts in the role.

Moved: Sam Bhattacharjee

Seconded: Rhys Peden

All were in favour and the motion was **CARRIED** unanimously.

1.5.2 Action Log

There was no action log.

2. MATTERS FOR DECISION

2.1 Establishment of Sub-Committees

Motion: That the USASA Board established the Education Committee. SB believes the 2021 Education Committee did good work in that space and USASA should re-establish the committee as more work needs to be done.

Moved: Sam Bhattacharjee

Seconded: Rhys Peden

All were in favour and the motion was **CARRIED** unanimously.

Motion: That the USASA Board established the Governance Committee.
RP states that Governance is awesome, and we need to it to comply, it's also important for the organisation to work.
AS reassures the need to establish the committee.

Moved: Rhys Peden **Seconded:** Brendan Ritter

All were in favour and the motion was **CARRIED** unanimously.

Motion: That the USASA Board established the Finance Committee.
SB as the Chair of 2022 Finance Committee believes it is his duty to establish the 2023 committee.

Moved: Sam Bhattacharjee **Seconded:** Jayce Dimitriadis

All were in favour and the motion was **CARRIED** unanimously.

Motion: That the USASA Board established the DEA Committee.
HY states there is a lot of opportunity and space to do great work that has not been completed yet and hopes this will be the year.
IS believes DEA is a committee which the people involved make it their own and having passion for the cause is what makes the work get completed.

Moved: Sam Bhattacharjee **Seconded:** Hayate Yamada

All were in favour and the motion was **CARRIED** unanimously.

Motion: That the USASA Board established the Clubs Committee.
RB states due to the high volume of clubs in USASA there needs to be a Committee to address so many of the issues.
HY asked to discuss how many times the clubs committee should meet.
IS states that those are outlined in the TOR and this will be discussed at the next Clubs Committee meeting. It is also up to the committees how often they want to meet.

Moved: Riya Bhaizada **Seconded:** Rhys Peden

All were in favour and the motion was **CARRIED** unanimously.

Motion: That the USASA Board established the Reconciliation Committee.
RP states how USASA committed to a Reconciliation Strategy last year, this year the committee will review and measure the objectives to those.
SB confirms his presence in last years committee and how important it is to hold ourselves accountable and reiterates the need of a committee for that.

Moved: Oliver Shephard-Bayly **Seconded:** Sam Bhattacharjee

All were in favour and the motion was **CARRIED** unanimously.

2.2 Appointment of Sub-Committees

Motion: That the USASA Board appoint a Convener for the Education Committee.
RB nominated.
IS states no one not present expressed interest in nominating.

Moved: Sam Bhattacharjee **Seconded:** Oliver Shephard-Bayly

All were in favour of RB to convene the committee and the motion was **CARRIED** unanimously.

Motion: That the USASA Board appoint a Convener for the Governance Committee.
RP nominated
HY nominated
It was decided we run an election after finalising all other committees.

Motion: That the USASA Board appoint a Convener for the Finance Committee.
JD nominated
IS states no one not present expressed interest in nominating.

Moved: Sam Bhattacharjee **Seconded:** Brendan Ritter

All were in favour of JD to convene the committee and the motion was **CARRIED** unanimously.

Motion: That the USASA Board appoint a Convener for the DEA Committee.
LF nominated
IS states no one not present expressed interest in nominating.

Moved: Oliver Shephard-Bayly **Seconded:** Rhys Peden

All were in favour of LF to convene the committee and the motion was **CARRIED** unanimously.

Motion: That the USASA Board appoint a Convener for the Clubs Committee.
IS nominated AJ on her behalf as she was not present
IS states no one else not present expressed interest in nominating.

Moved: Lucy Fawcett **Seconded:** Oliver Shephard-Bayly

All were in favour of AJ to convene the committee and the motion was **CARRIED** unanimously.

Motion: That the USASA Board appoint a Convener for the Reconciliation Committee.
RP stated he believes he should not be the Reconciliation Committee Convener.
HY withdraws his Governance Committee Convener nomination and nominates for Convener of the Reconciliation Committee.
IS states no one not present expressed interest in nominating.

Moved: Rhys Peden **Seconded:** Brendan Ritter

All were in favour of HY to convene the committee and the motion was **CARRIED** unanimously.

Motion: That the USASA Board appoint a Convener for the Governance Committee.
RP who had already nominated
OSB also nominates
RP and SB suggest the election be held by show of hands for transparency.

Motion: For the USASA Board to choose the form of the election, and that it will be by show of hands.

Moved: Sam Bhattacharjee **Seconded:** Brendan Ritter

All were in favour and the motion was **CARRIED** unanimously.

Motion: For the USASA Board to appoint Cristine Dagnoni as Returning Officer.

Moved: Lucy Fawcett **Seconded:** Riya Bhaizada

All were in favour and the motion was **CARRIED** unanimously.

Votes: Rhys: 2 Oliver: 5 Abstention: 2

Oliver Shephard-Bayly is officially declared Convener of the Governance Committee

Motion: To accept the Returning Officers report.

Moved: Sam Bhattacharjee **Seconded:** Brendan Ritter

All were in favour and the motion was **CARRIED** unanimously.

Motion: For the USASA Board to appoint members to its newly formed committees.

Education committee members:

Zahra Bayani
Kush Modha
Sam Bhattacharjee
Rhys Peden

Governance committee members:

Sam Bhattacharjee
Hayate Yamada
Rhys Peden
Jayce Dimitriadis

Finance Committee members:

Kush Modha
Oliver Shephard-Bayly

DEA Committee members:

Alexandra Feilicia Joe
Zahra Bayani
Jeel Bhatt

Clubs Committee members:
Kush Modha
Jeel Bayani
Riya Bhaizada
Lucy Fawcett

Reconciliation Committee members:
Rhys Peden
Sam Bhattacharjee

Moved: Brendan Ritter **Seconded:** Sam Bhattacharjee

All were in favour and the motion was **CARRIED** unanimously.

2.3 Academic Board Appointments

Motion: That the USASA Board appoint student representatives to Academic Board.

IS states the importance that USASA is engaged.

Nominations:

Sam Bhattacharjee
Oliver Shephard-Bayly
Rhys Peden
Hayate Yamada
Riya Bhaizada
Isaac Solomon
Rhys withdraws his nomination

Moved: Rhys Peden **Seconded:** Brendan Ritter

All were in favour and the motion was **CARRIED** unanimously.

2.4 SAPAG Appointments

Motion: That the USASA Board appoint student representatives to SAPAG.

Nominations:

Sam Bhattacharjee
Rhys Peden

Motion: For the USASA Board to form the election
IS suggests it be by show of hands.

Moved: Rhys Peden **Seconded:** Oliver Shephard-Bayly

All were in favour and the motion was **CARRIED** unanimously.

Motion: For the USASA Board to appoint Cristine Dagnoni as Returning Officer.

Moved: Sam Bhattacharjee **Seconded:** Hayate Yamada

All were in favour and the motion was **CARRIED** unanimously.

Votes: Sam: 6 Rhys: 1 Abstention: 2

Sam Bhattacharjee is officially declared USASA student representative in SAPAG

Moved: Rhys Peden **Seconded:** Sam Bhattacharjee

All were in favour and the motion was **CARRIED** unanimously.

2.5 AEOC Appointments

Motion: That the USASA Board appoint representatives to AEOC.
Nominations:
Rhys Peden

Moved: Sam Bhattacharjee **Seconded:** Hayate Yamada

All were in favour and the motion was **CARRIED** unanimously.

- BH questions if there are two student representatives that sit on AEOC.
- IS states that the president is ex-officio.
- BH states that the president is not ex-officio but appointed to the role.
- IS nominates to be a student representative in AEOC

Motion: That the USASA Board appoint another representative to AEOC.
Nominations:
Isaac Solomon

Moved: Sam Bhattacharjee **Seconded:** Rhys Peden

All were in favour and the motion was **CARRIED** unanimously

2.6 By-election timeline

Motion: That the USASA Board approve the By-election timeline for Mt. Gambier.
KM asks to correct the first line of the paper from Whyalla to Mt. Gambier.
AS asks to change on the first paragraph, from section 5.7.1 to 5.7.2
HY asks CD if there are prospects of gaining a new representative
CD is hopeful
AS mentions even if there were no prospects, we need to promote the elections and run a by-election

Moved: Sam Bhattacharjee **Seconded:** Riya Bhaizada

All were in favour and the motion was **CARRIED** unanimously

Motion: That the USASA Board appoint Debra Arnold as Returning Officer and Cristine Dagnoni as Assistant Returning Officer for the 2023 Mt. Gambier Student Representative By-Election.

Moved: Brendan Ritter **Seconded:** Hayate Yamada

All were in favour and the motion was **CARRIED** unanimously

2.7 NUS President's Summit

Motion: The board approves up to \$1,056.50 for Isaac Solomon and Riya Bhaizada to attend the National Union of Students President's Summit at Melbourne University.

- IS take as read. Purpose is to network and gain training on leadership across institutions. Inspire new ideas and bring back information from what is happening elsewhere. President's summit is the first NUS event, and we don't attend them all.
- RP questions the cost breakdown.
- SB notifies there are no dates on the paper.
- IS states there was an oversight, the event was the 31st to 2nd of January, however it has been changed to the 1st to 3rd of February – the tickets were released only last week, it will be hosted at the Melbourne University.
- HY requests a presentation at the following board meeting.
- IS agrees on presenting a PPT presentation
- AS states there always should some form of report to show the value of the experience where the board has provided funding
- SB questions the budget, if there is \$1,000.00 allocated, where would the remainder \$56.56 come from?
- IS explain he attended last year and the cost was low, with costs going up, especially the flights, this is something he is offsetting by driving.
- IS states there is a change to the budget, there was a later version of the paper that was not submitted, the new budget is:
Accommodation: \$400.00
Flights: \$155.00
Transit: \$50.00
Parking: \$60.00
Isaac's ticket will be covered by NUS
Petrol for car: \$211.50
Total to \$1,060.00
Although it is still over the \$1,000.00 limit, there is a travel budget for the president which is \$2,000.00
- KM puts forward a recommendation to round up for a cap buffer when budgeting.
- DR confirms the \$1,000.00 limit for Presidents Summit and the \$2,000.00 of the presidents travel budget.
- AS asks if there is still budget
- DR confirms there is still budget for both.

Moved: Oliver Shephard-Bayly **Seconded:** Sam Bhattacharjee

All were in favour and the motion was **CARRIED** unanimously

2.8 Governance Committee Recommendations

Motion: That the USASA Board approves and adopts the changes to the Board Code of Conduct and Media Policy.
-RP this is an amalgamation the previous social media policy, the amendments made are to include the references.
-HY we spoke in depth about the changes
-SB reassures this was the process taken

Moved: Rhys Peden **Seconded:** Hayate Yamada

All were in favour and the motion was **CARRIED** unanimously.

3. MATTERS FOR NOTING

3.1 President's Report

Taken as read.

SB asks if this is a report for December

IS states this is both a December and January report

RB asks for more elaboration on the recruitment being done

IS explains that as part of his role he will sit on the interview panel, being involved with the Volunteering role, the Events Officer and New Marketing Officer will happen soon; DR will update on the specifics.

HY asks about the Club House, was there a decision made on creating a committee to discuss the matter?

IS states the matter needs to be discussed.

3.2 CEO's Report

Taken as read.

Update:

- Recruitment: Events Officer finalised this week and an offer will be made to a candidate the next day – good news soon; Volunteering Coordinator will hold interviews with 3 candidates in the upcoming fortnight; Student Rep Support Officer role interviews coming up next Tuesday; SRSO has had 102 applications in 8 days with good quality outcome. VC with 30 applications in a week.
- The Marketing Officer has resigned to travel overseas with family, the other candidate previously interviewed for the role will be contacted – with a good graphic design background – the person interviewed for this week is the opposite, and Jackson has graphic design experience so the gaps can be filled.
- HY asks about Orientation and Campus Fair.
- DR states the events teamwork in partnership with the student life team – in a support capacity. Campus Fair is week 3-4 of SP5. The Orientation Welcome Party and UniVibe are exciting new projects to be a part of this year.
- RP questions if the hiring of new SRSO will change the relationships between the reps and Cristine.
- DR states it will not.
- HY questions the auditing process

IS 9/11

- DR explains the annual audit gets appointed by the Board at the AGM – Picture Partners – there is a process of checking our systems and robust questionnaires of fraud, online banking and different activities.
- KM adds it is to make sure the financial statements are in accordance with the accounting standards and constitution
- DR states the process is underway.
- HY asks if we get recommendations
- DR states hopefully not, we want an unqualified report
- KM explains we work together with them on an ongoing basis during the year to make sure the numbers are correctly reported. Therefore, ideally the recommendations are more for systems and processes improvements, as any other reporting issues would have been clarified during the year.

3.3 Board Members Reports

The following members submitted written reports:

Sam Bhattacharjee

Taken as read.

Hayate Yamada

Happy to have been meeting and connecting with students.

Finance Reports

Taken as read.

- OS-B questions the decrease in revenue.
- DR COVID hangover, difficult seeing increase but gradually improving
- HY UniSA project income
- DR explains when USASA receives a grant to run a project, that grant is a liability until we spend the money, if there is X amount to run a project until we run the project, recognising as income – we do that quarterly.

3.4 Committee Minutes.

4.5.2. Finance Committee – 15 December

Noted.

3.5.1 Governance Committee – 20 December

Noted.

5. OTHER BUSINESS

HY initiates a discussion about next board meeting.
IS states his and ZB unavailability for the historical Tuesdays.
LF states her unavailability for the Tuesday.
RP requests an out of session doodle poll

6 MEETING CLOSURE

6.1 The meeting concluded at **5.09 pm**.

⌘

24/5/23

A handwritten signature in black ink, appearing to be 'Isaac Solomon', written over a horizontal line.

Isaac Solomon

