

Minutes of the UniSA Student Association Board Meeting

Monday, 17 July 2023 – 6:00pm

Jeffrey Smart Building JS6-13

(also via Teams)

Present	Isaac Solomon Oliver Shephard-Bayly Samrat Bhattacharjee Rhys Peden * Riya Bhaizada Hayate Yamada Brendan Ritter Kush Modha * Zahra Bayani Alexandra Feilicia Joe * Jackson Polley Jayce Dimitriadis * Kaveeta Magandram	President & Meeting Chair Magill Student Representative Mawson Lakes Student Representative Aboriginal and Torrens Strait Islander Student Representative Postgraduate Student Representative City West Student Representative UniSA Online Student Representative City East Undergraduate Student Representative City East Student Representative International Student Representative Acting General Manager City West Undergraduate Student Representative Finance Advisor
Apologies	Lucy Fawcett Arthur Siow Jeel Bhatt	Magill Undergraduate Student Representative Legal Advisor Mawson Lakes Undergraduate Student Representative
Observers	Cristine Dagnoni Brendan Hughes Richard Irons	Coordinator Governance and Student Leadership Director SEU Registrar and Director SAS
Guest	Paul Williams	Manager, Campus Central
Minute Taker	Fulvia Lorenzon	Agency staff

* attendance via Teams

The Chair declared the meeting open at 6:06 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.

1/7 JS

2.1 NUS Education Conference 2023

The Conference was attended by SB, LF AND OSB.

SB opened his presentation by commenting that the Conference provided a great opportunity to meet with other student and discuss education/standards, how to change the education landscape and, as student leaders, how best to support students.

UniSA was represented at two presentation – the first of which was given by SB and OSB on how to utilise SAFF to better support students in more creative ways. There was good conversation about what other universities/associations do with their funding, how best USASA can run as an organisation and the little extra things that can be done for the students, eg. merchandise (SB provided samples he brought back from the conference).

OSB added that it was interesting to see the different models used by other institutions and what Student Unions are doing for their members in areas such as advocacy (assist with cost of living, etc).

SB also commented on:

- provisions for autonomous spaces (e.g. for women's groups, LGBTQ, etc) that provide overnight accommodation facilities and a safe environment.
- UQ's designed a SASH booklet, similar to UniSA's model, but which is more readily accessible to students (e.g. at campus fairs, orientation, etc).and informs them on the proper reporting procedures in the event of harassment, etc. This is something that could be added to UniSA's current model. For more information on this subject, Board members are encouraged to reach out to LF for greater clarification.
- an initiative being undertaken by some universities is the creation of a food bank/pantry to assist with cost of living and student hunger. Consumables are provided by local business where an item may be nearing its expiry date but is still safe for consumption. This is something for UniSA to consider and use the connections made at the conference to see how other universities manage the program.
- Some institutions like Adelaide University, UQ and RMIT provide sanitary products for women on campus. USASA has these products in its spaces but greater distribution could be organised at more campus spaces by a suitable advertising campaign.

SB noted that he and OSB did not get involved in the more political aspects of the Conference as they did not feel it was an appropriate forum for this type of activity and their focus was on student issues such as hunger, safety, etc.

There was a presentation at the Conference on AI and its effect on education. It is agreed that AI is here to stay and the technology will evolve and therefore we need to harness its potential in ethical and safe ways before it harnesses us.

3. Matters for Decision

3.1 Family and Domestic Violence Leave Policy and Procedure

The University's Family and Domestic Violence Leave Policy and Procedures has been amended to comply with updates to the National Employment Standards re paid leave.

Recommendation: That the Board reviews and approves the proposed changes to the policy and accompanying procedure.

Moved: Oliver Shephard-Bayly

Seconded: Sam Bhattacharjee

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

CD commented on the proposed enhancement to the Candidates briefings – making it a more social event which would include pop-ups, info nights and 'meet your candidate'. Events are being planned for other campuses should the nomination numbers warrant it.

The meeting also discussed the arrangements including security for voting booths.

It was proposed to change the election timeline but under the Constitution it has to be held in the month of October.

The meeting continued to discuss at length the timeline for the election process. SB recommended suitable shaded areas during the course of the election process to shield students from the elements.

Recommendations:

That the Board appoints Debra Arnold as Returning Officer for the 2024 USASA Board election.

That the Board appoints Cristine Dagnoni as Assistant Returning Officer for the 2024 USASA Board election.

That the Board adopts the following timeline for the 2024 Board election:

- Notice of election published by 09:00am on 4 September
- Nominations open at 09:00am on 11 September
- Nominations close at 04:00pm on 22 September
- Voting opens at 09:00am on 16 September
- Voting closes at 04:00pm on 20 October
- Provisional results released at 05:00pm on 20 October
- Board retreat scheduled for 21/22 January 2024.

Moved: Zahra Bayani

Seconded: Kush Modha

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

3.7 Delegation of Board Retreat Leave

Taken as read.

In response to queries from the Board members, CD advised that the Appeals Committee consists of 2 Advisors and the General Manager. This is an independent process and students are not on the committee in order to avoid any conflict of interest between Board appointees.

Recommendation: That the Board delegates decision-making authority to the USASA Appeals Committee for excusing attendance to the 2024 USASA Board Retreat (to be conducted according to the process in Election Regulations and as above).

Moved: Sam Bhattacharjee

Seconded: Alexandra Feilicia Joe

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

4. Matters for Noting

4.1 President's Report

Taken as read – IS spoke to his paper commenting on the major points therein.

After a brief discussion it was elected to amend documentation where applicable from 'CEO' to 'GM' as per the Constitution.

Motion: To amend the Appointment and Specific Responsibilities of the Vice President by inserting the term "General Manager" in lieu of "Chief Executive

Rhys Peden

Quiet month. But has undertaken a side project as a result of a formal enquiry from Clinical & Health Sciences re what does UniSA want from a medical certificate due to new services that have come into existence. These services charge as little as \$20 and the certificate is provided without a proper in person consultation leading to, in some cases, fraud. Undertaking research on this subject to gain an understanding of what employers or other Universities seek from such a medical certificate. RI offered to assist.

In response to an enquiry from KM, it was advised that there is a set of outstanding Finance Committee Minutes – yet to be approved. These minutes will be included in next month's Board papers.

CD also noted a typographical error in the Election Timeline Board paper, specifically the dates for the Board retreat – there are two different set of dates, i.e. 21/22 January in the Recommendations and 23/24 January in the body of the paper. The latter is the correct date..

Motion: To amend the Board Election Timeline 2023 third Recommendation to reflect that the 2024 Board Retreat is scheduled for **23/24 January**.

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

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

5. Any Other Business

5.1 Letter to self – retrospect

CD handed out the letters that members were asked to write to themselves at the Board Retreat this year. Instead of handing them out at the end of the year, the purpose in providing these letters to members is to give them the opportunity to review the goals they set for themselves in January, review their progress and be motivated to continue to pursue goals and dreams.

6. What have you done for your members

Board members provided a brief update on their respective Board Members Report.

7. MEETING CLOSURE

7.1 The next USASA Board Meeting will take place on **Monday, 21 August 2022** at **6:00pm** in JS6-13 City West Campus.

Teams option is available for those who cannot attend in person.

IS declared the meeting closed at **7:55 pm**. An In Camera session followed.

RS RS

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Isaac Solomon



11/9/23