

Minutes of the UniSA Student Association Board Meeting

Monday, 19 June 2023 – 6:00pm

Jeffrey Smart Building JS6-13

(also via Teams)

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

* attendance via Teams

The Chair declared the meeting open at 6:05 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

There were no Leave Requests submitted.

1.3 Conflicts of Interest

There were no Conflicts of Interest reported.

1.4 Previous Meeting Minutes

1.4.1 Confirmation of Previous Meeting Minutes

Motion: That the Minutes of the USASA Board Meeting of 19 June 2023 be accepted as an accurate and true record of proceedings.

Moved: Sam Bhattacharjee **Seconded:** Oliver Shephard-Bayly
All were in favour and the motion was **CARRIED** unanimously.

2. Matters for Decision

2.1 Request for Inclusion:

Granting University Online Students Access to Space Booking Portal

JB raised an issue for discussion at the meeting relating to the unfair exclusion of UniSA online students to access club booking pages and participation in clubs and committee roles. JB highlighted an example of this exclusion when an events coordinator in the Women in STEM Committee was denied access to the booking page incapacitating the committee member from carrying out her duties.

The meeting discussed the situation noting the reason online students may not have access to club resources similar to on-campus counterparts is the method of their course attendance. It was clarified that non-access to online booking space is the only club resources causing this issue – more specifically these students cannot access the Appian forms for space bookings.

The meeting also discussed the possibility of IT adding online students to Appian forms on an individual basis albeit IT's perspective that these students have chosen their form of attendance which carries the stated limitations.

BH commented on the arrangements made for online students to attend the University and utilise on-campus printers and is open to facilitating pathways to allow for such club booking spaces exceptions to the general rule.

The meeting continued to discuss this discrepancy noting the difference in course content for online and on-campus students and the requirement for reduced staff/fees attached to online study. It was noted that the University offers international students services which is regarded as an appropriate measure.

It was suggested that a possible solution is to have a system in place whereby bookings can be made on behalf of the student by the Club team. This can be communicated to online club executives outlining the process for such bookings.

It was recommended that feedback be sought on this proposal.

2.2 External Decision-Making Appointment Policy

OS-B submitted this paper as there was no specific policy on the process for appointing Board Members to external bodies to ensure transparency and accountability. The paper elaborates and defines how each party has achieved a nomination on external bodies and the ensuing responsibilities.

The meeting discussed the process to apply in the event of the President's absence, say on a short term basis, then appointing an alternate is to the President's discretion.

However, in the event the President is incapacitated and unable to carry out his duties, then the decision to appoint an alternate is a matter for the Board to review. Where the President sits on an external decision making body representing USASA, then the President has to attend. In instances where TOR do not apply, a nominee can be appointed. The meeting continued to discuss/clarify the correct process for these appointments.

The Student Voice Project is an example of ensuring that students across the University have the opportunity of sitting on committees and decision making bodies.

It was agreed to change the term in the Policy "USASA representative" to "Representative of USASA" as applicable to the TOR of the external body in question. In any other instance, the normal Student Voice process applies.

Motion: For the Board to approve the External Decision-Making Body Appointment Policy.

Moved: Oliver Shephard-Bayly **Seconded:** Riya Bhaizada

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

2.3 Preclusion Appeals Hearing Nomination Policy

Similarly to the External Decision Making Body Appointment Policy, OS-B presented a further paper to ensure transparency and accountability for the Preclusion Appeals Nomination process and the required limitations on delegated powers. This will formalise the already existing practices into a policy.

Motion: For the Board to approve the Preclusion Appeals Hearing Nomination Policy.

Moved: Oliver Shephard-Bayly **Seconded:** Brendan Ritter

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

2.4 Formal Inquiry Nomination Policy

OS-B briefed the meeting on the absence of a policy on how people are nominated on formal enquiries and what happens if people do not turn up.

The meeting discussed the responsibilities associated with participating in Formal Enquiries and the commitment required of members to follow through by attending the Enquiry. The impact on students by their representative not respecting this commitment was also discussed. A post-Formal Enquiry form has been introduced for members to complete after the Enquiry – this process provides transparency and proof of attendance notwithstanding there could be cases of neglect.

Motion: For the Board to approve the Formal Enquiries Nomination Policy.

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

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

2.5 USASA Board Social Media Expansion

IS spoke to his paper.

IS informed the meeting that USASA currently has an inactive Facebook account – to date it has rarely been used. IS has had discussions with JP re activating the Facebook page as well as creating a USASA Board Instagram account and possibly a TikTok account as well. These accounts would align with the USASA Social Media policy similar to the Facebook account. These accounts would provide an avenue for posting more topical subjects in an advocacy way and highlight the Board's achievements, i.e. HDR student honorarium increase.

The meeting discussed TikTok's suitability and restrictions/security issues and the topics and frequency of postings (possibly on a monthly basis) on Facebook and Instagram to keep the accounts active.

IS noted that these accounts are being managed by the Board and its members. The Student page has been passed from President to President and is not connected to any of the systems which staff have access to and are in line with current media policy. Responsibility for these accounts are similar to the Facebook account. IS and JP have had a conversation re legal position and will be seeking feedback from the Marketing team.

JP suggested starting with Instagram which has a big student following. It is relatively easy to make content on TikTok and share via Instagram.

Motion: That the USASA Board establishes a USASA Board Instagram account and a USASA Board TikTok account in line with the organisation's Media policy.

Mover: Lucy Fawcett

Seconded: Kush Modha

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

2.6 Election Regulations

Taken as read.

CD commented on the request from the Governance Committee to make an amendment to the Election Regulations, viz that the Returning Officer be someone other than a USASA Staff Member. IS clarified that the purpose for the Returning Officer being an independent operative was to ensure regulations are complied with and the election process remains unbiased. There is also allowance in the budget for this individual.

Motion: That the Board adopts the proposed changes to the Election Regulations as outline in the paper.

Moved: Riya Bhaizada

Seconded: Jeel Bhatt

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

3. Matters for Noting

3.1 President's Report

Taken as read – IS spoke to his paper highlighting:

- the organisation's achievements, e.g. ending deadnaming
- correction: Matt Barton is with SASH not ISTS
- DR moving on to Flinders University.

RB was unable to attend meeting with Tanya Kanellos and Esther May and requested a briefing on the meeting. IS responded that the Education Committee met and discussed in particular:

- Teaching and Learning arrangements
- Delivery method for some courses (i.e. lectures)
- Online content and its direction
- Promoting (on UniSA webpage) student leadership and its availability for students to learn about student leaders and roles

Further discussion to take place.

3.2 CEO's Report

Taken as read (prepared by LG)

Brief discussion was held on the following items:

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IS

- Rise in advocacy cases towards the end of the semester
- Financial Wellbeing – students referred to Hardship Fund
- Exploitation of students by online scammers and extortionists. USASA working with Counselling team on this issue.

3.3 Finance Report

Taken as read.

SB reported the recent Finance Committee meeting's review of the USASA financials. Perpetual presented on how managed funds and term deposits operate in terms of the Board's portfolio. Various Board budget items were highlighted at the meeting.

3.4 Board Member Reports

The following members submitted written reports:

Jeel Bhatt	Taken as read
Hayate Yamada	Taken as read
Alexandra Feilicia Joe	Taken as read
Brendan Ritter	Taken as read
Riya Kaur Bhaizada	Taken as read
Sam Bhattacharjee	Taken as read
Lucy Fawcett	Taken as read
Jayce Dimitriadis	Taken as read
Kush Ketan Modra	Taken as read
Zahra Bayani	Taken as read
Oliver Shephard-Bayly	Submitted on line
Rhys Peden	Quiet month; sat on a few Formal Enquiries and did some Aboriginal Governance work.

4. Any Other Business

HY advised Risk Management Plan for Yes campaign tracking well.

IS handed out Voice to Parliament booklet. Also available on line.

5. What have you done for your members

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

6. MEETING CLOSURE

6.1 Farewell: Daniel Randell

The meeting concluded with a farewell to current CEO, Daniel Randell who is taking up a new position with Flinders University.

Motion: To thank Daniel Randell for all his work at USASA and congratulate him on his new role.

Moved: Isaac Solomon **Seconded:** Sam Bhattacharjee

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

6.2 The next USASA Board Meeting will take place on **Monday, 17 July 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 **7:25 pm**

