

FUSA Student Council Meeting Agenda

Meeting: Monday 21st January 4pm

1.Open & Welcome

2.Apologies

Jacinta Haseldine
Chris Sellwood
Sam Greer
Gabriel Evangelisa
Jayson Bailey
Jake Lane

3.Welcome Guests

4.Accept minutes from previous meeting

5.Reports

- 5.1 President's Report
- 5.2 General Secretary's Report
- 5.3 Welfare Officer's Report
- 5.4 MSE Report
- 5.5 Any other reports

6.Matters Carried Forward

7.General Matters for Discussion

- 7.1 Syria University Bombing- Kingsley
- 7.2 Work-group feedback
 - 7.2.1 O-Week
 - 7.2.2 Quiz Night
 - 7.2.3 Co-Op
 - 7.2.4 Pub Crawl

8. General Matters for Decision

- 8.1. Admin Next Meeting
- 8.2. Membership Structure
- 8.3. Honorarium for OBs & GCs
- 8.4. Clubs & Societies Regulations
- 8.5. "Enhancing Out-of-Class Experience" consultation

9. In-Camera

10. Meeting Close

President's Report

Brodie McGee 21st of January

Honoraria

The V.C. has approved my request for honoraria for each council member. This is at the following rates:

\$10,000 for General Secretary

\$3,000 for Office Bearers

\$2,000 for General Council Members.

The honorarium will be tied to Key Performance Indicators (KPIs) and will be approved by student council before being given to council members. This is fantastic as it allows for council members to focus their time on council duties with less worry for work or other commitments.

Sponsorship & Flinders One

We have received advice from the University to hold off on entering arrangements that include commercial, financial or sponsorship deals as they may make a negative impact on Flinders One, after Flinders One have taken issue with our dealings so far. While this in itself is a negative for FUSA and our establishment, it is a positive also as the University are now reviewing the contracts Flinders One hold. Flinders One may not necessarily be allowed to hold a monopoly on campus and FUSA may be able to introduce health competition.

I would like to note that our aim should not be to remove Flinders One from campus, but to introduce health competition and an alternate for students who are not happy with quality or pricing. This not only encourages Flinders One to offer cheaper, better quality services, but decreases the monopoly one organisation has on our students.

We are going to continue with our Discount Card (being labelled the Empire Card) regardless of this, as it is not in direct competition with Flinders One.

P.A. System Purchase

The 2012 council put aside funds and motioned that a PA System would be purchased for FUSA. Leon (Education Officer 2013) has been investigating this as he has a audio tech background, and has put forward quotes and recommendations, and we are at the stage of purchase. The University, through the DVCA, has now raised a question about whether the Uni should be investing in a PA System rather than FUSA.

I am still in favour of FUSA purchasing our own equipment so that we are not tied to booking a PA System only when it is available, but also because we could potentially rent our PA System to other groups on campus and make a small amount of revenue from it, too.

O-Week iPad Competition

During O-Week we will be pushing membership of the Association and we'll be running a prize to win the iPad that we had purchased for a competition last year. Costing us nothing and will hopefully draw in some new members. T&Cs will be written up soon.

Membership Structure

The Association must decide and adopt a formal membership structure. This is a discussion point at today's meeting, but this needs to be implemented sooner than later as we need to start pushing for membership. The admin staff have also started receiving requests to view the T&Cs of becoming a member (as we've done some social media posts about our iPad competition coming up) and people are wanting to know the ins- and outs- of becoming a member.

"Enhancing Out-of-Class Experience" Consultation

The V.C. & DVCA has set aside \$100,000 to go towards enhancing the out-of-class experience of students, as the on-campus and social culture of Flinders University is in dire need of revamping. This is fantastic and FUSA should congratulate the University on taking steps like this at encouraging student engagement. The money will not sit with FUSA but will remain the University's (which is neither here-nor-there), and FUSA will make recommendation as to how it should be spent.

We need to come up with specific strategies and services we can install here on campus that would increase the life of students.

I will be proposing later in this meeting that we hold an all-student consultation in Week 1 of Semester 1 to get feedback from Students.

Some Key Dates:

January 22-29 I will be over in Sydney at the National President's Summit

January 31st Humanities Club Day

February 8th Quiz Night

February 18th-22nd Sturt O-Week

February 25th-27th Main O-Week

Welfare Officer Report

Dale Colbeck 21st of January

Centrelink information session

I attended an information session held by Lucy from Centrelink Marion alongside some of the FUSA student advocacy officers. Learned the ins and outs of applications and appeals for Austudy, Youth Allowance and other welfare benefits related to students. Lucy put together a few folders for FUSA with information about Centrelink applications etc, as well as the “green booklet” which contains a lot of vital information. Lucy also gave some vital links and numbers that could be used for our website and staff.

Welfare Rights Centre information session

I attended an information session held by Amanda from the Welfare Rights Centre. The Welfare Rights Centre is located on Pirie Street and is a community legal service that provides free legal information, advice and advocacy for centrelink disputes. They are best contacted by phone, where they have law students who can answer questions regarding centrelink issues. These students are supervised by lawyers who advocate for Centrelink customers that are unable to afford legal assistance. Amanda gave Chris the WRC flyer as well as a fact sheet for Centrelink appeals for the Hub. She also gave some helpful links for the WRC both nationally and the SA branch that could go on our website.

Mental Health Week

I will be attending Mental Health Week discussions with MSE and Anne from Health, Counselling & Disability to discuss Mental Health Fair Day that will be running on campus on May 1st to give student perspective for the day. Any suggestions are definitely welcomed.

Free Breakfast on Campus

One of my election policies was to get free breakfasts on campus. I believe it would be a great way to increase campus culture, promote FUSA as well as fill student’s empty stomachs. I did some quick research regarding other universities and found several university unions and associations that already hold free breakfasts.

Melbourne University Student Union – Welfare Dept.

WEDNESDAYS 9-10:30AM – Pancakes, cereal, egg and bacon rolls

La Trobe Student Union – Welfare Dept.

WEDNESDAYS 8-11AM – Varies but usually includes bacon and eggs, toasties etc. + Juices. Coffee is discounted for union members at union coffee shop.

RMIT University Student Union

THURSDAYS from 8:30AM – Bagels, croissants, pastries

Swinburne University Student Union

MONDAY – THURSDAY 8-10:30AM – Toast and cereal

There are also several others that offer breakfast or similar. Any discussion, advice or assistance would be great.

Key Performance Indicators

This is a draft and is up for discussion

The following document is a draft proposal of how OB and GC will be paid their honoraria.

\$10,000 for General Secretary

\$3,000 for Office Bearers

\$2,000 for General Council Members.

Key Notes for Proposal:

- Base at \$20/hour

General Secretary: 10 hours per week (1 position)

Office Bearers: 3 hours per week (8 positions)

General Council: 2 hours per week (6 positions)

Total of 46 hours per week

Based on the above, I think we should set a goal that each person works the amount of hours as outlined above. In addition, members will need to complete the following to be paid:

- Attend meetings & provide a report on their actions (OB reports for OBs, and sub-committee/work-group/etc for G.C.)
- Attend required work duties such as O-Week
- Attend committee work as required, such as Executive Committee
- Any other actions assigned to them by Council

I propose that monthly the Executive review each Office Bearer and preliminarily approve or deny the honorarium. If approved, moves to council to vote en masse. If denied moves to council to discuss and vote.

It really won't be a convoluted process: basically, show up to meetings and do the work asked of you. If you can't make a meeting, but you have done the work required, it should be fine.

Honoraria will be paid by EFT into bank accounts through the Uni's HR system. Please note that it may interfere with your Centrelink payments, if any.

N.B. Student Council is an unpaid position, and an honorarium is not a salary or wage. Council members are expected to volunteer their time beyond these hours. The honorarium is there to reimburse for some time. For example, a student council meeting may go for 3 hours- but that doesn't mean you then don't do any other student council work that entire week.

Clubs and Societies Regulations

V1.2 Draft for Discussion & Vote

1 Definitions

‘Academic Day’ means a day in which lectures are normally scheduled

‘Association’ means Flinders University Student Association

‘Support’ means assistance provided to a political party and could take the form of providing financial assistance to the party, organising volunteer labour, paying membership and affiliation fees and giving gifts or gifts-in-kind.

2 Affiliation of Clubs and Societies

2.1 Clubs may apply to affiliate as:

- Non-Financial Affiliate (Level 1)
- Financial Affiliate (Level 2)

2.2 The definition of a Non-Financial Affiliated club will be a club that has access to services and resources that are provided through the Association, and is not eligible to apply for grants from the Association. Non-Financial Affiliation is recommended for clubs that:

8. Have restrictions on membership numbers

9. Have selective or closed membership

10. Have a membership that comprises less than 51% current Flinders University students

d. Are officially affiliated with a political party and/or have as one of their objectives, officially or not, to support:

(a) a political party; or

(b) the election of a person as a member of:

(i) the legislature of the Commonwealth, a State or a Territory; or

(ii) a local government body.

2.3 The services and resources that Non-Financial Affiliated clubs can access is at the discretion of the Association, and in compliance with the requirements under the Higher Education Support Act 2003. Services/resources that have been funded through the Student Services and Amenities Fee cannot be used by any club or society to support:

(a) a political party; or

(b) the election of a person as a member of:

- (i) the legislature of the Commonwealth, a State or a Territory; or
- (ii) a local government body.)

2.4 The definition of a Financially Affiliated club will be the same as a non-financially affiliated club as defined in 2.2 of these regulations, except they will be eligible to apply for grants in accordance with Clause 9 of these regulations. Financial Affiliation is restricted to clubs that:

- Have no restrictions on membership
- No membership criteria beyond aligning to a club's objectives
- Are not officially associated, but may be informally aligned with, a political party and do not have as one of its objectives, officially or not, to support:
 - (a) a political party; or
 - (b) the election of a person as a member of:
 - (i) the legislature of the Commonwealth, a State or a Territory; or
 - (ii) a local government body.

2.5 The Association must accept for consideration an application for affiliation of a club or society

2.6 An Application for affiliation shall be submitted in the first instance to the General Secretary

2.7 An Application for affiliation must contain a copy of:

9. Constitution
10. Minutes of the IGM
11. Club membership list specifying the executive
12. Affiliation Application Form
13. Any other documentation as directed by the Association

2.8 Clubs applying for status as Financial Affiliation must show proof of the existence of an operative bank account

2.9 The Association may choose to affiliate or not affiliate, or grant provisional affiliation on the basis of required amendments to the club's constitution. The Association may not choose to affiliate the club at a different level of Affiliation.

2.10 Upon unsuccessful application for affiliation, the club may submit an appeal to the Executive of the Association

2.11 The decision of the Executive shall be final

3 Termination of Affiliation

3.1 The Association may move a motion to terminate affiliation of a club if

- a. the club breaches its own constitution
- b. the club breaches the clubs and societies regulations
- c. the club uses money for any reason not in accordance with the Clubs and Societies Regulations, or grant procedures outline by the Association.

4 Minimum requirements for Financially Affiliated clubs

4.1 Each Financially Affiliated club shall have a:

- a. Name
- b. Constitution
- c. Clearly defined interest, activity and aims
- d. At least ten current Flinders University students as members
- e. No less than 51% current Flinders University students as members
- f. Two or more signatures on any bank account held by the Club
- g. An office bearer which shall be the club's delegate to a Clubs and Societies sub-committee meeting, and who is a current Flinders University student

4.2 The term of office shall be from one Annual General Meeting to the next

4.3 Upon a vacancy of an office bearer position, a Special General Meeting shall be held to fill the vacancy

4.4 A minimum of 60% of office bearers shall be current Flinders University Students

4.5 The President or equivalent shall be a current Flinders University student.

5 Minimum requirements for Non-Financially Affiliated clubs

5.1 Each Non-Financially Affiliated club shall have a:

- a. Name
- b. Constitution
- c. Clearly defined interest, activity and aims
- d. At least five current Flinders students as members

e. An office bearer which shall be the club's delegate to a Clubs and Societies sub-committee meeting, and who is a current Flinders University student

5.2 The length of a term of each office bearer shall be one year.

5.3 The term of office shall be from one Annual General Meeting to the next

5.4 Upon a vacancy of an office bearer position, a Special General Meeting shall be held to fill the vacancy

6 General Meetings

6.1 General Meetings shall be convened for the following purposes:-

- a. Removal of office bearers
- b. Changes to the constitution of the affiliated club
- c. To direct the Association delegate in their representation at Clubs and Societies sub-committee meetings on matters of importance as the club or society may determine
- d. At the request five members, or 10% of the total membership of the club, whichever is the higher amount.

6.2 Notice of a General Meeting shall be given to the General Secretary of the Association at least five academic days before the set date.

6.3 A designated office bearer, normally the Secretary, shall be responsible for calling General Meetings.

6.4 The Association shall be informed of the date, time and venue of the General Meeting. The Association shall seek to have a member of the Association present at the meeting where possible.

7 Annual General Meetings

7.1 Annual General Meetings shall be convened for the following reasons:-

11. To receive financial statements
12. To elect office bearers
13. To elect an office bearer to be a delegate on the Clubs and Societies Sub-Committee

7.2 Each affiliated club shall hold its Annual General Meeting before the deadline set down in its constitution.

7.3 At least one member of the Association shall be present at the club's AGM, where possible

7.4 Notice of an Annual General Meeting shall be given to the General Secretary of the Association at least ten academic days before the set date.

7.5 The General Secretary of the Association shall ensure notice of the AGM is placed on the Association's website at least 5 days prior to the AGM

7.6 Each affiliated club shall hold its AGM on an Academic Day.

7.7 Within 14 days of holding its AGM, each affiliated club shall provide minutes of the meeting, an up to date Constitution, names and contact details of the newly elected office bearers, and name and contact details of the Clubs and Societies Sub-Committee delegate to the Association

7.8 Quorum at AGM shall be 51% of total membership

7.9 Failure to reach quorum after 60 minutes after the scheduled start of meeting will result in the AGM being cancelled.

8 Alterations to Constitution – approval by Association

8.1 Alterations to a Club's Constitution must be approved by the Association

9 Grants

9.1 Club grants are available to all student clubs affiliated with FUSA as a Financial Affiliate.

9.2 Clubs that are affiliated as Non-Financial, or that do not meet affiliation requirements are not eligible for Club Grants.

9.3 Club Grants will be set by the Association and made available throughout the year

9.4 Preference for funding will be given to clubs who:

- Have higher percentages of current Flinders University student membership and FUSA members
- Have a higher total of current Flinders University students
- Have activities based on campus.
- Make their own level of contribution to the expenses claiming for.

9.5 The Process for applying for club grants will be specified by the Association

10 Room & Facility Bookings

10.1 Clubs will have access to FUSA spaces and facilities and these must be booked through the Association

11 Membership Fee

11.1 There will be no membership fee for affiliation to the Association

11.2 Clubs reserve the right to charge a membership fee to become a member of that club

12. Changing Affiliation Status

12.1 Clubs that are affiliated as Non-Financial may apply to become Financially Affiliated at any time by re-affiliating as per these regulations.

12.2 Clubs that are affiliated as Financial may apply to become Non-Financially Affiliated at any time notifying the Executive of the Association in writing. This notice must contain:

- a. Date the notice was written
- b. A reason why the club wishes to become Non-Financially Affiliated
- c. The signatures of the President or equivalent, and one other Office Bearer, usually the Secretary

12.3 The change from Financially Affiliated to Non-Financially Affiliated will happen as per the date the notice is accepted by the Executive of the Association and upon being accepted:

- a. Any grant money owed to the club will be forfeit
- b. The Club will not be eligible to re-affiliate or change affiliation level for six months

12.4 The Association may choose to reduce a club's affiliation level from Financially Affiliated to Non-Financially Affiliated as a warning if:

- a. the club breaches its own constitution
- b. the club breaches the clubs and societies regulations
- c. the club uses money for an improper purpose