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Student Council Meeting

Agenda of the meeting held 6.30pm on 16 February 2022

University Council Room, Registry Building, Flinders University Bedford Park Campus

1. Welcome and Acknowledgement of Country
2. Name and Pronoun Round
3. Apologies and Guests

Apologies:

4. Previous Minutes

4.1 Motion: *That Student Council accepts the minutes of the meeting held 20 October 2021, and the minutes held on the 15th of December 2021.*

5. Executive Decisions

5.1 Motion: *That Student Council ratifies the decisions of the Executive Committee made since the 15th of December meeting of Student Council.*

6. Old Business

6.1. *The President and the First Nations Students Officer will provide a verbal update on the consultations with stakeholders regarding First Nations student voting processes.*

7. New Business

- 7.1. Reports

- 7.1.1. Student Council Member Reports

Student Council Members who have not submitted a written report will be invited to provide a verbal report.

Motion: That Student Council accepts the reports of Student Council.



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Student Council Report

13 / 02 / 2022.

Name/Role: Molly Turnbull – Student President

Estimated Hours Worked: 45 hours

Introduction and Activity Report

Hello everyone, I'm Molly who is your Student President for 2022. So far this year I have been working a lot behind the scenes, with working with staff and other student council member to create ideas and plans for what we want to see from this year.

I have been developing campaigns around wage theft, affordable accommodation, enrol to vote and working on other projects with the National Union of Student's (NUS), Be a Better Human. I was able to attend the NUS President Summit which allowed me to create networks with other student unions, gain more skills and knowledge of what other universities are doing and find out what the NUS goals are for this year.

Future Projects Update

Creating a campaign around affordable accommodation for students.

- Working with the General Secretary and Welfare Officer.

Wage theft and International Student

- Developing a campaign and strategy with General Secretary, Welfare Officer and International officer

Enrol to vote campaign

- Working with the NUS and the Education Officer on a strategy.

Meetings

Significant meetings related to Council and your portfolio which you have participated in.

Date	Meeting	Comments
multiple	Covid task force	
31/01/2022	Student Appeals	
02/02/2022	NUS president Summit	
04/02/2022		
01/02/2022	Education quality committee	
11/02/2022	Meeting with ISS	
15/02/2022	Student lead teaching awards	
15/02/2022	National Medicines Policy review consultation	
14/02/2022	NUS presidents catch up – enrol to vote campaign	
25/01/2022	Meeting with Empire Times	
27/01/2022	Event working group FUSA	
	Be a Better Human	
09/02/22	Paramedic Rural Placement Funding meeting	Suggested an open letter to the Dean and to attend a future Student Council meeting.



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Student Council Report

13 / 02 / 2022.

Name/Role: Emily Williams – General Secretary

Estimated Hours Worked: 30 hours

Introduction and Activity Report

Hello, Emily (she/her) here as the General Secretary for 2022, prior to this I was the elected Postgraduate Student Officer, and the Flinders Postgraduate Student Collective President. I study a Master of Arts (Women's Study) and look forward to building a supportive, positive environment for clubs.

So far, following from the development of motion and report templates to assist Student Council in their roles we are also looking at developing a strategy to deliver Student Council Meetings.

I continue to work closely with the Postgraduate Student Officer as we work towards improve well-being and welfare standards within HDR.

Following discussions with the Club's team, we are looking at having an online orientation and club events.

Future Projects Update

Postgraduate Student Welfare

- Developing a campaign and strategy

Wage theft and International Student

- Developing a campaign and strategy with Student President and Welfare Officer

Meetings

Date	Meeting	Comments
02/02/22	Clubs	Planning for 2022
09/02/22	SRDO	
09/02/22	Paramedic Rural Placement Funding meeting	Suggested an open letter to the Dean and to attend a future Student Council meeting.



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Student Council Report

11 / 02 / 2022

Name / Role: *Shanii Sparrow – Queer Officer*

Estimated Hours Worked: *12 Hours*

Activity Report

An opportunity to discuss activities, issues that have arisen in your portfolio, new initiatives that you have been exploring, matters that should be raised with Council.

Additional Queer Space for Bedford:

The space is continuing to operate above capacity, there is a serious need for an additional space located on the Bedford campus for LGBTQIA+ Students. I am investigating the possibility of having an additional space in the library, to operate in a join capacity as an additional space with the focus on study, and as a mini library within the library in which we could store all the LGBTQIA+ books.

Gender Queer:

Foundations of new transgender community group. After viewing the operating models and target demographic of current gender diverse community groups, it occurred to me that the majority are very one label specific with varying meeting times, financial backing, and structural support. There's currently only two groups operating Trans Masc SA, and Bfriends non-binary group. This means that gender diverse students have limited access to support/ community groups, with no options available to them if they don't identify with those specific labels. Gender Queer is a proposed model that would focus on bridging the gaps between these groups, working in tandem to support each other and work a safe space for gender diverse people who don't have access to a community group, don't identify with one specific label, or would like to attend an additional community safe space.

Proposed Model:

Flinders University based, working out of or closely with the Queer Collective, similarly run to the older hybrid model of the Queer Society. Appropriate volunteers would be assigned to this project, with designated roles, responsibilities and expectations.

Queer Zines:

With the new influx of novels and comics, I'd like to look at adding Zines into the Queer library project. It's an important part of the queer community, and a great way of supporting local artists. I believe by buying and supplying students with these Zines it'll be a great opportunity for them to connect to an important part of LGBTQIA+ culture, and even get inspired to maybe make some Zines themselves

Ongoing Projects Update

An update on significant projects that you have been working on within your portfolio.

Queer Space Art:

I've been cataloguing and marking off the art pieces purchased as they have arrived. The majority have arrived all in good condition, once the catalogue is finished it will then be forwarded onto the welfare officer and we will begin organising appropriate frames for them.

Visibility Zine:

I've reached out to several artists regarding the project and their potential participation, I'm yet to receive any replies. I've also been following up on payments for artists we commissioned last year.

Assisting the First Years:

I've had an influx of emails from First year students regarding LGBTQIA+ spaces, name changes and support services.



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Actions Items

Directions from Council which you have completed.

Action Item	Status / Outcome	Additional Information

Meetings

Significant meetings related to Council and your portfolio which you have participated in.

Date	Meeting	Comments



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Student Council Report

9 / 02 / 2022.

Name/Role: *Jamie Keegan-Treloar – Social Activities Officer*

Estimated Hours Worked: *14 hours*

Introduction and Activity Report

Hello everyone,

My name Jamie, the Social Activities Officer for 2022. With the current covid situation it has been a massive task to accommodate online events. However, the team and I, have put in work in regular Events Planning Groups. Hopefully this year can still be fun and engaging for all commencing and continuing students.

Future Projects Update

Significant planning being put into online events with plans for regular giveaways.

New event ideas for March, World's Greatest Shave (I will be the team leader).

Meetings

Significant meetings related to Council and your portfolio which you have participated in.

Date	Meeting	Comments
19/1/22	Events	Discussing the possible outcomes for the covid situation and the implications to the events team
24/1/22	Events	Discussing the influence FUSA has on O'week.
27/1/22	Events	Discussing the event ideas; WGS, IWD and Giveaways



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Student Council Report

10 / 02 / 2022**Name / Role:** *Jessica Willams – Mature Aged Students Officer***Estimated Hours Worked:** *40 hours*

Activity Report

I have been sending out emails to follow up with the playgroup pilot but have yet to hear back from the library. I have been working on getting some posters done to display around the University campuses to let people know about the Mature Aged Students Collective to enable more students seek support and social connections. With Sarah beginning in her new role, I have caught up with her and shared ideas for the year with her and have had some rather productive conversations. I have discussed with Billy, the Environment Officer the idea of adding activities and games to the library of things so that we can promote social activities and community on campus.

Ongoing Projects Update

I have been working on engaging with students when they're back on campus. The other projects are pending the updates for campus activities and how many restrictions will be in place. I will continue to meet with people involved in the projects that I am initiating, and I will continue to engage with those involved in the campaigns that I am supporting.

Actions Items

Directions from Council which you have completed.

Action Item	Status / Outcome	Additional Information
Reached out to the library for a meeting on the Play Group Pilot	Pending response	Given that staff have only just gone back and the COVID-19 restrictions on campus yet to be updated I will wait longer for a response.

Meetings

Significant meetings related to Council and your portfolio which you have participated in.

Date	Meeting	Comments
01/02/2022	Sarah Harding	
9/02/2022	Sarah Harding	



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Student Council Report

11 / 02 / 2022

Name / Role: *Billy Greet – Environment Officer*

Estimated Hours Worked: *6 -10 hours a week*

Activity Report

Ongoing – As ET liaison I have been establishing and maintaining a relationship and line of communication between Empire times and Student Council.

3/2/22 – Handover catch up with Amy (previous enviro officer). Discussed previous projects that worked well and ongoing projects that we will need to coordinate so that they can be maintained.

3/2/22 – Took part in the filming of a video on sustainability on campus which is part of a video series created by Jane Shirley and her team.

4/2/22 – Met with and got to know Sarah Harding and discussed some of the projects I would like to do this year.

10/2/22 – Caught up with Caleb (Events) to sort out a calendar of events for the first half of the year and set a timeline for events and media projects in March.

Future Projects Update

In the previous meeting my motion was passed for the endorsement of an equipment library run out of the campus library's. This project is still in very early stages, but I have been chatting to other people about it and expect to get the project up and running very soon.

Events/Projects in March

World Wildlife Day

- Looking into a Media post featuring photographs and raising awareness for our native wildlife on campus.

Plant a Flower Day

- Looking into doing a seedling/ prize giveaway, will depend on the restrictions in place due to Covid.

World Water Day

- Organising a Reusable water bottle give away, also looking into other prizes or giveaways related to sustainable water management on and off campus. Will be combined with a media post about the university's water usage and some more sustainable ways students can use water at home. I would really like to highlight the prevalence of drought in regional Australia in the lead up to, and on this day.

Overshoot Day

- educating students on what this day is and drawing attention to the significance of it

- Overshoot day is the day that we have used more resources than the planet can recover in a year. Australia's overshoot day for 2022 is predicted to be the 23rd of March. So, if everyone in the world consumed resources like we do here in Australia we will have used a year's worth of resources in less than three months.

Earth hour

- Media campaign to remind everyone that earth hour is coming up and to spend an hour on the day using as little electricity as possible.

Meetings

Significant meetings related to Council and your portfolio which you have participated in.

Date	Meeting	Comments
3/2/22	Amy Tschirn	Handover of past and ongoing environment officer projects.
4/2/22	Sarah Harding.	Meeting with Sarah Harding to chat about working together in 2022



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Student Council Report

16 / 02 / 2022

Name / Role: *Darlyn Tan-Sik/Welfare Officer*

Estimated Hours Worked: *17 hours*

Introduction and Activity Report

Hi, I'm Darlyn (she/they) and I'm the Welfare Officer for 2022. My most recent finished book is Alka Joshi's Henna Artist and I definitely would recommend it!

Future Projects Update

Continuing projects that were started on last year such as the Art and Zine projects.

Starting to work with the *Be A Better Human* Committee to materials and how we can make them more accessible and inclusive

Brainstorming ideas on creating a campaign and materials focusing on student mental health and suicide.

Meetings

Significant meetings related to Council and your portfolio which you have participated in.

Date	Meeting	Comments
09/02/22	SRDO Meeting	Student Vaccination Mandate Meeting and Survey
08/02/22	Be A Better Human Meeting	Reviewed and provided feedback on Be A Better Human materials
19/01/22	Advocacy Team Meeting	Reviewed and explored goal setting for the Advocacy Team in 2022
27/01/22	Draft Student Vaccination Mandate Policy with Vice-Chancellor of Students	Consulted and provided feedback on the Draft Student Vaccination Mandate Policy
28/01/22	SSO Meeting	Meeting regarding future projects, goals, and professional development



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Student Council Report

16 / 02 / 2022

Name / Role: *Madeline Wood. First Nations Student Officer.*

Estimated Hours Worked: *15 hours*

Introduction and Activity Report

I have been looking at models for autonomous voting system for Flinders University Student Association (FUSA) elections and how to implement them safely at all of the Flinders campuses. I have also been talking with FUSA staff to get more First Nations representation around campuses and student accommodation.

Future Projects Update

I am currently looking at models of autonomous voting and we at FUSA are putting together a focus group on how to implement a model safely and respectfully. The implementation of autonomous voting is one crucial way we can decolonise FUSA and have a more culturally safe and unconditionally helpful student advocacy program.

Meetings

Significant meetings related to Council and your portfolio which you have participated in.

Date	Meeting	Comments
15/02/2022	Tarrkarri-ana	Nothing to report
	SRDO	working out projects and ideas



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Student Council Report

11 / 02 / 2022

Name / Role: Riley Jones – General Council Member

Estimated Hours Worked: 12 Hours

Activity Report

Additional LGBTQIA+ centric books for the Queer Space: there is a sore lack of fiction that represents the LGBTQIA+ community, and even more so the intersections of marginalisation within it—such as disabled queer people, and queer people of colour. This lack extends to the stores and libraries throughout Australia, even the one on our campus. To make up for this in an autonomous manner, the Queer Officer and I have been collaborating on this project, thoroughly researching the books available and compiling a diverse list of books, ranging from fantasy to contemporary to graphic novel. In the past month, I completed a detailed spreadsheet of the books I wish to purchase and submitted my motion for them, as well as a bookshelf to accommodate them.

Ongoing Projects Update

Visibility Zine: I've assisted the Queer Officer in researching possible queer artists of colour to commission for the QPOC visibility zine.

Queer Library Borrowing System: Discussion regarding how the books in the Queer Space will be borrowed and tracked still ongoing with the Flinders library staff.

Actions Items

Action Item	Status / Outcome	Additional Information
Research possible books for Queer Space	Complete, successful.	
Compiling list of books, where to purchase, cost and contained representation of LGBTQIA+ and otherwise marginalised folks.	Complete, successful.	Currently waiting on information about where these books will be stored and how they will be borrowed.

Meetings

Date	Meeting	Comments
21/01/2022	With library staff to discuss possibilities for storage and borrowing of LGBTQIA+ books.	Awaiting further discussion with them and the Queer officer to finalise and confirm these decisions.



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Student Council Report

7/02/2022



Name / Role: Lucas Clayton

Estimated Hours Worked: 20+

Introduction and Activity Report

I have been focussed on FUSWA related work, including but not limited to:

Continued work on setting up the FUSWA Discord server

Building a FUSWA website

Establishing Social Media platforms

Future Projects Update

Focus is on –

working towards increased membership,

increase Committee Members to include Event Officer, Social Media Officer and Sub-Committee Representatives for Disability, Queer and International Students etc.

office relocation away from Law & Business,

restructure and streamlining of existing system processes,

promotion and awareness activities.



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Meetings

Significant meetings related to Council and your portfolio which you have participated in.

Date	Meeting	Comments
16/11/2021	AGM	New Committee elected Anna Kennett – VP / Treasurer Frankie Barker - Welfare / Secretary Quinn Harper – Education Officer
7/12/2021	FUSA / FUSWA	Committee members meeting with David – initial planning session.



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7.1.2 Manager, Student Engagement Report

Ben Smith will speak to his report.



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7.2. Matters for Decision

7.2.1. Club Pool Funding Sub-Committee

Submitted by: General Secretary *Emily Williams*

Matter for **Noting** **Discussion** **Decision**

Background:

The Club Pool Funding Sub-committee that approves funding requests from Financially Affiliated Clubs, which generally occurs four times a year and takes around four hours per meeting (Two hours for proposals, two hours for the meeting itself). The Sub-Committee consists of the Clubs Officer (Adam Rau/ David Hopkins), the General Secretary (Emily Williams), the Social Activities Officer (Jamie Keegan- Treloar) and another appointed member of Student Council.

Matter for decision:

Student Council appoints Fletcher O’Leary as the Returning Officer for the election of the Club Pool Funding Position.

Student Council appoint ____ to sit on the Club Pool Funding Sub-Committee

Moved:

Seconded:



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7.2.2 General Vacancy – General Student Council Member

Summited by: General Secretary - *Emily Williams*

Matter for **Noting** **Discussion** **Decision**

Background

We have received a resignation since the last student council meeting from Mahnaz Dehghani (Naz). As per FUSA regulations, a casual vacancy process must commence. The process is outlined on page 80 of your handbook. Student Council must appoint a Returning Officer and form a Selection Panel responsible for shortlisting the vacant position.

Selection Panel:

As per FUSA regulations, the panel is composed of the Student President, General Secretary, Education Officer and two appointed members of Student Council. At least three of these five positions must be filled by Student Council Members who identify as women. The Manager, Student Engagement (Ben Smith) is a non-voting member.

The Student Representation and Development Officer, Fletcher O’Leary has agreed to act as Returning Officer and has suggested the following dates for the process:

- 16 February – RO appointed
- 28 February – Nominations open (notice will be in the week 1 edition of Ping! to all students)
- 11 March – Nominations close
- 15-16 March – Selection Panel interviews

Next Council after 16 March – Student Council approves or not approves panel recommendation per Regulation.

Matter for decision:

Student Council commends Mahnaz Dehghani (Naz) on her work as General Council Member and accepts her resignation.

Student Council appoints Fletcher O’Leary to fill the position of Returning Officer for the Casual Vacancy Selection Process.

Student Council appoints ___ to fill the remaining positions on the Casual Vacancy Selection Panel.

Moved:

Seconded:



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7.2.3 WOW. It is the Clubs Regulations – NEW AND IMPROVED?

Submitted by: General Secretary -Emily Williams

Matter for **Noting** **Discussion** **Decision**

Background

The proposed updated Club Regulations were worked on with previous Student Council members as well as several club committee members, the clubs team did this to ensure the document is practical and addresses the concerns of Students. One of the biggest changes is the requirement for all clubs to adopt a Member Protection Policy that would provide formal rules for the conduct of members in the club and how the club should investigate and act on issues of misconduct and harassment.

Matter for decision:

FUSA Student Council accepted the preposed club regulations

Moved:

Seconded:



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FUSA CLUB, COLLECTIVE & ASSOCIATION REGULATIONS REDRAFT

Working document for review by relevant stakeholders

1. DEFINITIONS
1. TERMS USED IN THIS DOCUMENT
 - a. 'FUSA' means the Flinders University Student Association.
 - b. 'Affiliation' is a formal agreement between a student group and either Flinders University Student Association (FUSA) or Flinders University Sport & Fitness (as applicable) to be recognised as a formal Club, Association or Collective of Flinders University.
 - c. 'Affiliate' in this document refers to all Clubs, Associations and Collectives Affiliated with the Flinders University Student Association.
 - d. 'Club' refers to community groups driven by Flinders University students that have been approved for Affiliation as a Club with either the Flinders University Student Association or Flinders University Sport & Fitness.
 - e. 'Association' refers to community groups driven by Flinders University students that have been approved for Affiliation as an Academic Association with the Flinders University Student Association.
 - f. 'Collective' refers to community groups driven by Flinders University students that have been approved for Affiliation as a Collective with the Flinders University Student Association.
 - g. 'Current Student' means a student currently enrolled and studying an approved tertiary-level course/topic offered by Flinders University.
 - h. 'Current Member' means a member that has knowingly and actively registered (or renewed their registration) with the Affiliate within 24 months of the current date by supplying their Flinders University student number (where applicable), full name and email address to the Affiliate.
 - i. 'General Meeting' refers to a meeting open to all Current Members of the Affiliate.
 - j. 'Executive' refers to the elected office bearers responsible for the management of an Affiliate.
 - k. 'Student Council' refers to the elected Student Council representatives of the Flinders University Student Association.
2. AFFILIATION
 1. AFFILIATION OF CLUBS, COLLECTIVES OR ACADEMIC ASSOCIATIONS
 - a. To be deemed a formal Club, Collective or Association of Flinders University, student groups must be approved for Affiliation with either FUSA or Flinders University Sport & Fitness.
 - b. Affiliates agree to abide by all rules, regulations and requirements of FUSA (or Flinders University Sport & Fitness where applicable) in exchange for the ability to access all applicable benefits of Affiliation through FUSA/Flinders University Sport & Fitness.



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c. Student groups intending to establish a Club that runs sport and/or recreation activities recognised by the Australian Sports Commission must first seek Affiliation with Flinders University Sport & Fitness. If Flinders University Sport & Fitness declines to Affiliate the student group, the student group may apply to FUSA.

d. Unless otherwise directed in 2.1c), all other student groups must first seek Affiliation with FUSA. Any confusion regarding to whom the student group should affiliate will be determined in discussion between FUSA and Flinders University Sport & Fitness.

e. To be approved as an Affiliate of FUSA, the student group must:

i. apply for Affiliation, and;

ii. meet the conditions of Affiliation as outlined in these regulations, and;

iii. be approved as an Affiliate by the Student Council of FUSA.

f. Affiliation does not constitute endorsement or support of the Affiliate's aims, objectives, views or activities by either FUSA or Flinders University.

g. Neither FUSA or Flinders University will be held responsible for any legal and/or financial liabilities of the Affiliate.

2. LEVELS OF AFFILIATION

a. There are four levels of Affiliation with FUSA:

i. 1st level: Non-Financially Affiliated Club

ii. 2nd level: Financially Affiliated Club

iii. 3rd level: Collective

iv. 4th level: Academic Association

b. Affiliates at the Non-Financial (1st) level may receive a once-off 'Start-Up Grant' at the rate set by FUSA, however, are otherwise not entitled to apply for or receive other funding provided to other Affiliates of FUSA.

c. The benefits and funding provided to Affiliates at each level of Affiliation are set by FUSA.

d. Affiliates must not attempt to access any benefits or funding from FUSA that exceed the benefits/funding of their level of Affiliation.

3. REQUIREMENTS OF ALL FUSA AFFILIATES

a. Affiliates must abide by these regulations and all other FUSA policies.

b. Affiliates must abide by Flinders University By-Laws and policies.

c. Affiliates must be primarily focused on engaging Current Students.

d. Affiliates must operate according to democratic principles, including (but not limited to):

i. Transparency, and;

ii. Accountability, and;

iii. Responsible and fair decision-making free of bias, and;

iv. Acting in the interests of the membership of the Affiliate.

e. Affiliates must not be controlled by (but may be affiliated with) external organisations.



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- f. Affiliates must disclose any affiliation or relationship it maintains with external individuals/groups/organisations (specifying the nature of its relationship where applicable) to both its members (via General Meeting) and FUSA.
- g. Affiliates must have at least 10 Current Students registered as Current Members of the Affiliate (recorded within its Membership Register) at all times.
- h. Affiliates must maintain a membership composed of at least 50% Current Students at all times.
- i. Affiliates must not, in the course of their activities or in respect of their membership, discriminate based on race, national or ethnic origin, sex, sexual preference, disability, pregnancy, marital status or any other characteristic specified under anti-discrimination and/or Australian human rights legislation.
- j. Affiliates must have a constitution in line with section 2.10 of these regulations.
- k. Unless otherwise required under these regulations, the Affiliate must abide by the constitution of the Affiliate most recently approved by FUSA.
- l. Affiliates must maintain a register of Current Members in line with section 3.3 of these regulations.
- m. Affiliates must have a name, aims and objectives that clearly and accurately reflects its approved aims, objectives and/or activities.
- n. Affiliates must not conduct activities that are not in line with their approved aims/objectives.
- o. Affiliates must remain not-for-profit as outlined under section 4.1 of these regulations.
- p. Affiliates must complete the Annual Review process annually in line with section 2.11 of these regulations.
- q. Affiliates must not intentionally mislead or deceive staff and students of Flinders University and the public in its activities or communications.
- r. Affiliates must only use FUSA and Flinders University services/resources for the Affiliate's approved aims, objectives and activities. The Affiliate must not offer FUSA/Flinders University services/resources to other organisations without receiving prior permission from FUSA or Flinders University (whichever is applicable).
- s. Affiliate members who are also members of Student Council must ensure that they:
 - i. Disclose their dual membership to both the Student Council and to the relevant Affiliate respectively and otherwise take all other action required to avoid placing themselves in any actual or perceived conflict of interest in their respective roles with both of these parties;
 - ii. are honest and transparent in any actions involving both parties, and;
 - iii. Must not use their elected position on FUSA Student Council for the direct benefit of the Affiliate of which they are a member or to the disadvantage of any other Affiliate.



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- t. Affiliates must obtain formal written approval from FUSA to use the Flinders University logo.
- u. Affiliates must not act or plan to act in any way that could be reasonably expected to cause financial, legal and/or reputational damage to FUSA or Flinders University.
 - i. This regulation will not be used to restrict the Affiliate from exercising the principles of freedom of speech and/or academic freedom, unless:
 - a. the Affiliate's actions could reasonably be expected to breach local, state or federal laws; or
 - b. the Affiliates actions would otherwise be reasonably expected to create legal risk to FUSA and/or Flinders University.
 - v. Affiliates must not conduct any activities that would reasonably be expected to cause harm to the physical and/or mental wellbeing of members and/or the community.
 - w. Affiliates must cooperate fully with any directions, inquiries or investigations conducted by FUSA or Flinders University for the purposes of monitoring compliance to these regulations, FUSA/Flinders University By-Laws and policies, and/or federal/state/local laws.
 - x. Affiliates must monitor and respond to communications from FUSA via its approved Affiliate-specific email address and ensure contact details remain updated with FUSA.
 - y. Affiliates make all reasonable efforts to have at least one representative of the Affiliate attend or complete any training as required by FUSA relating to ensuring member/participant safety, wellbeing and welfare.
- 4. ADDITIONAL REQUIREMENTS OF FINANCIALLY AFFILIATED CLUBS
 - a. The Affiliate must make reasonable efforts to run three events/activities per year (not inclusive of planning meetings or attendance at Flinders University's Orientation Week events). These activities must be registered with FUSA in accordance with section 2.14 of these regulations.
 - b. The Affiliate must have a bank account in the name of the Affiliate to receive funding.
 - c. The Affiliate must have at least two Current Students as signatories.
 - d. The Affiliate must run at least one General Meeting each year in line with section 2.12 of these regulations.
- 5. ADDITIONAL REQUIREMENTS OF COLLECTIVES
 - a. Collectives must maintain a formal working relationship with the applicable member of Student Council; ensuring that the Student Council member is kept informed and encouraged to be involved in the Affiliate's activities.
 - b. Collectives operate for the representation, support and engagement of students of autonomous communities, and to act as the peak advisory bodies to Student Council.
 - c. Collectives must conduct as least three activities per year related to the aims and objectives of the Collective.



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- d. A Collective must be endorsed by an Office Bearer of Student Council representing similar aims and objectives to the Affiliate.
- e. Office Bearers of Student Council must not provide endorsement to more than one Affiliate concurrently (except where not permitted under anti-discrimination legislation).
- f. Membership may be restricted to Current Students and previous students who identify as members of the autonomous community of the Collective (where applicable).
- g. The Executive of each Collective must include their associate member of Student Council.
- h. Collectives must ensure that the principles of diversity and inclusion are followed.
- i. Student Council may act to ensure Collectives comply with the principles outlined in 2.3d).

6. ADDITIONAL REQUIREMENTS OF ACADEMIC ASSOCIATIONS

- a. An Academic Association operates for the representation, support and engagement of students within a College or academic discipline of the University.
- b. To be eligible for Affiliation as an Academic Association, the Affiliate must represent all Flinders University students within at least one Teaching Program as defined by FUSA.
- c. To approve an application to become an Academic Association, FUSA Student Council must be satisfied that:
 - i. The students the Affiliate represents are not already represented by another Academic Association, and;
 - ii. The Affiliate was involved in activities to represent all students in at least one Teaching Program.
- d. To remain Affiliated at the Academic Association level, Affiliates must:
 - i. conduct at least three activities (registered with FUSA) over the course of the year related to learning, teaching, career development or professional development at Flinders University related to the Teaching Program/s.
 - ii. during the Annual Review process, provide satisfactory evidence that they have undertaken reasonable efforts to represent all students within their category/categories in the previous calendar year.
- e. An Academic Association must be endorsed by the Dean and/or Associate Dean of the relevant College.
- f. The Affiliate must elect or appoint an Education Officer (or equivalent) to participate in relevant representative committees hosted by their applicable college and/or FUSA. This role may be assigned to another Executive member at the discretion of the Affiliate.

7. APPLYING FOR AFFILIATION

- a. To apply for Affiliation, student groups must submit the designated online process for application, supplying the below information:



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- i. The proposed title/name of the Affiliate, which;
 - a. reflects the aims and objectives of the Affiliate, and;
 - b. would not be reasonably perceived to be another Affiliate, department of Flinders University or a business.
 - ii. Full names, email addresses, contact numbers and Flinders Student ID numbers for the nominated Executive members of the student group, including at minimum the details for the:
 - a. President (or equivalent role);
 - b. Secretary (or equivalent role);
 - c. Treasurer (or equivalent role).
 - iii. If applying to become an Academic Association, the full name, email address, contact number and Student ID of the Education Officer must be supplied.
 - b. Documentation to be supplied in this application must include:
 - i. A constitution outlining the rules for the Affiliate meeting all criteria required in a constitution under these regulations.
 - ii. A register of Current Members including at least 10 Current Students; including the below information for each member:
 - a. full name;
 - b. email address;
 - c. Flinders Student ID number;
 - d. the date the member applied for membership with the Affiliate.
 - iii. Minutes from their General Meeting.
 - c. The application for Affiliation will be reviewed for approval by FUSA Student Council in the next available Student Council meeting.
 - d. Student Council will consider applications for Affiliation based upon:
 - i. Whether the application aligns with these regulations, and;
 - ii. Whether the proposed Club, Association or Collective is driven by and directed toward the engagement of Flinders University students, and;
 - iii. Whether the proposed Club, Association or Collective has a significantly different name, aims and objectives to other Affiliates.
 - e. FUSA staff and/or Student Council may request additional information from the applicant for the purpose of confirming eligibility.
8. CHANGING LEVEL OF AFFILIATION
 - a. Affiliates may apply to change their level of Affiliation by submitting a new application for Affiliation per these regulations.
 - b. If the Affiliate changes to a lower level of Affiliation the Affiliate must, if requested by FUSA, return any remaining funding provided by FUSA that exceeds the funding allocation of the new level of Affiliation. This will only apply to funding provided by FUSA to the Affiliate in the previous 12 months of Affiliation.
9. EXECUTIVE MEMBERS



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- a. Each Affiliate must have a minimum of three Executive members responsible for the Affiliate, including a President, Secretary and Treasurer (or equivalent roles).
- b. No member of the Affiliate may hold more than one Executive position with the Affiliate concurrently.
- c. Executive members must be a Current Member of the Affiliate and listed within the Member Register.
- d. The President of the Affiliate must be a Current Student.
- e. At least 50% of the Executive must be Current Students.
- f. Executive members may only be elected in line with section 2.13 of these regulations.
- g. Unless otherwise directed in the constitution of the Affiliate (as approved by the membership of the Affiliate and FUSA), the term of Executive members will be for no longer than 12 months from their election.
- h. No member of the Executive may hold more authority than other member of the Executive. Where an outcome cannot be negotiated, tied votes of the Executive must be decided on by vote of the membership, with the exception of:
 - i. Where an Executive member (typically the President) may be nominated in the Affiliate's constitution as having the decisive vote, or;
 - ii. A decision made by FUSA, where all parties agree to allow FUSA to make the decision, or;
 - iii. Other circumstances via prior written approval from FUSA.
- i. Executive members must take all reasonable efforts to ensure:
 - i. Other Executive members are both informed of and involved in decisions relating to the management of the Affiliate, and;
 - ii. Other committee members are informed of decisions relating to the management of the Affiliate.
- j. Executive members of the Affiliate must take all reasonable efforts to ensure that the Affiliate, its Executive, committee and other volunteers operate honestly, in good faith and use care and diligence within both its management and activities.

10. CONSTITUTION OF THE AFFILIATE

- a. Unless otherwise required under FUSA regulations and policies, Flinders University By-Laws and policies and/or local, state or federal law, the Affiliate must abide by its constitution.
- b. Affiliates must have clearly defined aims/objectives.
- c. The constitution of the Affiliate must have provisions including:
 - i. The name of the Affiliate;
 - ii. Clearly defined aims and objectives of the Affiliate;
 - iii. That the Affiliate must abide by these regulations;
 - iv. That the Affiliate and its members must abide by the Affiliate's Member Protection Policy as outlined in 3.4a) of these regulations;
 - v. That the Affiliate must remain not-for-profit per section 4.1 of these regulations;



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- vi. A winding up clause consistent with section 4.11 of these regulations;
- vii. That all assets purchased with FUSA provided funding remain the property of FUSA and must be recorded in an Asset List in accordance with section 4.9 of these regulations and returned where required under these regulations;
- viii. That funding provided by FUSA be returned to FUSA where required under these regulations;
- ix. A requirement for at least one General Meeting of the membership to be held each calendar year, consistent with section 2.12 of these regulations;
- x. A requirement for a fair and democratic election of the Executive to be run once per calendar year, consistent with section 2.13 of these regulations;
- xi. A mechanism for General Meetings to be called at the request of the membership of the Affiliate;
- xii. A quorum requirement for determining whether decisions made in General Meetings are valid, not less than 5 Current Members (or 10 Current Members if the Affiliate's total membership exceeds 100 Current Members).
- d. Where conflicts exist between the Affiliate's constitution and these regulations, these regulations shall prevail, unless the conflicting rules in the constitution are made known by the Affiliate to FUSA and explicitly approved by FUSA in writing upon request.
- e. Changes to a constitution must be approved in a General Meeting of the membership only.
- f. Changes to a constitution (including the name of the Affiliate) may not be enacted until the minutes from the General Meeting and updated constitution are provided to FUSA.
- g. At its discretion, FUSA may direct the Affiliate to revert its constitution and take any corrective actions if:
 - i. The General Meeting to change the constitution was not valid and/or;
 - ii. A motion was not formally passed by the membership of the Affiliate in a General Meeting, or;
 - iii. The motion to change the Affiliate's constitution was not recorded and/or supplied to FUSA in the minutes of the applicable General Meeting. or;
 - iv. The constitution is not consistent with these regulations.

11. ANNUAL REVIEW

- a. Affiliates must complete and submit Annual Review information via the process specified by FUSA by the specified deadline each year (typically the 1st of May) or other date as negotiated with FUSA.
- b. Within the Annual Review process Affiliates must supply at a minimum:
 - i. Updated details of Executive members;



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- ii. The minutes of any General Meetings held in the previous calendar year;
- iii. A Financial Report consistent with section 4.8 of these regulations;
- iv. Details of at least two events/activities (other than meetings) held in the previous calendar year.
- c. If Annual Review is not submitted by the required deadline, FUSA may elect to enact any of the below measures:
 - i. Suspend (either in part or in full) and/or hold all services, resources and benefits provided to the Affiliate by FUSA;
 - ii. Revoke access to other services and resources provided by Flinders University to the Affiliate;
 - iii. Revoke approval and/or prior decisions and actions for previously approved applications and requests submitted by the Affiliate.
 - d. Review Process
 - i. Upon submission, the Affiliate will retain access to all benefits of Affiliation while the application is under review by FUSA.
 - ii. Where information or documentation provided by the Affiliate is unsatisfactory, FUSA may at its discretion:
 - a. Provide feedback regarding the issue only, or;
 - b. Direct the Affiliate to correct the issue within a specified timeframe, or;
 - c. Where the information or documentation cannot be corrected in a reasonable timeframe, refer the Affiliate to Student Council for review and possible disciplinary action.
 - iii. Where FUSA has reason to believe the Affiliate has submitted intentionally misleading information/documentation the issue will be referred to Student Council for review and possible disciplinary action.

12. GENERAL MEETINGS OF THE AFFILIATE

- a. General Meetings must be held to:
 - i. Make changes to the Affiliate's constitution;
 - ii. Change signatories to any bank account owned by the Affiliate;
 - iii. Elect or formally approve the election of Executive members;
 - iv. Formally wind up the Affiliate.
- b. All Current Members of the Affiliate must be notified in writing of a General Meeting at least 7 days prior to meeting. This notice may be sent via letter, email, or via a social media page/group accessible to all members of the Affiliate.
- c. The Annual General Meeting must be registered with FUSA via its designated event/activity registration process.
- d. The General Secretary of Student Council and staff of FUSA must be permitted to attend General Meetings of the Affiliate as observers upon request.
- e. All motions voted on by the membership in General Meeting must take precedence over decisions of the Affiliate's Executive and/or committees, unless:



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- i. The passed motion(s) would breach by-laws, regulations or policies of FUSA/Flinders University and/or local, state or federal law.
- ii. It could be reasonably expected that the motions would force an Affiliate to act in a manner that would result in legal action being taken against the Affiliate or its members.
- f. Detailed minutes must be taken for all General Meetings of the membership. The details must include at minimum:
 - i. The date of the meeting;
 - ii. The full names of those in attendance at the meeting;
 - iii. The full wording of any motions and whether the motion passed/failed;
 - iv. The details of any elections, including candidates, returning officer, and the results of the elections.
- g. A Financial Report in line with the requirements of these regulations must be presented to the membership at least once per calendar year in a General Meeting. This may be presented:
 - i. during the General Meeting, or;
 - ii. prior to a scheduled General Meeting, which must be accepted by the membership via motion/vote during the scheduled General Meeting.
- h. Where a General Meeting has not been called as required within these regulations and/or the constitution of the Affiliate, FUSA may direct the Affiliate in writing to hold a General Meeting within 30 days of notice.
- i. Where a General Meeting was not held within 30 days of notice from FUSA in accordance with 2.12h), FUSA may call and hold a General Meeting of the membership of the Affiliate. This meeting shall be considered binding if it meets the quorum requirements of the constitution of the Affiliate.

13. ELECTIONS OF THE EXECUTIVE

- a. Elections of the Executive may be held:
 - i. within a General Meeting, or;
 - ii. in a physical polling location prior to a General Meeting, or;
 - iii. via an online election process prior to a General Meeting.
- b. The results of Executive elections held outside a General Meeting must be confirmed as valid via a vote or passed motion within a General Meeting.
- c. Elections of Executive Members must be via a fair and democratic vote of the membership.
- d. All Current Members of the Affiliate must be advised at least 7 days in advance of an election of Executive members (typically with the announcement of a General Meeting).
- e. For Executive elections not held during a General Meeting, an impartial Returning Officer should be nominated to fully conduct the election process for Executive members. The Returning Officer must not be a candidate within the elections.
- f. For Executive elections held in General Meeting, an impartial Current Member (not listed as a candidate within the elections) must be nominated to collect and/or count the votes.



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g. With the exception of the Inaugural General Meeting of the Affiliate, members who register with the Affiliate within 7 days of a General Meeting must not be permitted to vote (or provide a proxy vote/nomination) in any elections (or motions related to elections) within the General Meeting without prior approval of FUSA's General Secretary, Clubs Officer or delegate.

14. AFFILIATE EVENTS & ACTIVITIES

a. All proposed events and activities of the Affiliate other than planning meetings must be registered via the process notified by FUSA to Affiliates.

i. Meetings of the Executive/committee to plan/manage the operations and activities of the Affiliate will not be required to be registered; however, must comply with all other applicable FUSA regulations, and any health and safety requirements of FUSA/Flinders University.

ii. Online activities with no physical component and/or safety considerations do not need to be registered with FUSA, however the Affiliate must take all reasonable measures to ensure the welfare, wellbeing and cyber safety of participants.

b. Events and activities, other than outlined in 2.14a), may only proceed with the prior written approval of FUSA.

c. Events and activities must adhere to all guidelines and directives provided by FUSA (inclusive of any health and safety guidelines).

d. Events and activities must adhere to all applicable by-laws and policies of Flinders University.

e. Events and activities must be primarily:

i. directed toward engaging Current Students, and;

ii. directed toward the Affiliate's aims and objectives approved by

FUSA.

f. The Affiliate must not encourage or promote excessive consumption of alcohol, and must not pressure participants to consume alcohol during its activities.

g. The Affiliate must not subject any participant of activities to hazing or any other activities (regardless of willingness to participate) that could reasonably be expected to subject a participant to:

i. humiliation;

ii. degradation;

iii. abuse;

iv. blackmail or coercion;

v. intimidation;

vi. harassment, or;

vii. endangerment of mental health, physical health or safety.

h. Where the Affiliate is unsure of whether its intended activities would constitute hazing or other activities not permitted under 2.14g), it should contact FUSA prior to conducting the activity.

i. The Affiliate must not attempt to use/access funding, resources and/or other benefits to benefit any other group, individual or organisation (including other Affiliates) without the explicit written approval from FUSA.



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3. MEMBERSHIP

1. APPLYING FOR MEMBERSHIP

- a. The Affiliate must clearly outline and display the process for applying for membership.
- b. Membership (including any criteria for membership) must be equally accessible to all Flinders University students who support the aims and objectives of the Affiliate.
- c. The Affiliate must maintain a process for members to register for membership online (whether via email, registration form, etc.).
- d. The Affiliate must respond to applicants for membership within 14 days of application with the exception of the Flinders University's end of academic year break, which shall be within 30 days of application.
- e. The Affiliate may require members to pay a fee to join and/or maintain membership with the Affiliate, on the provision that:
 - i. the fees are not set to deliberately exclude any Current Student(s), and;
 - ii. the fee structure is applied equally to all new and Current Members of the Affiliate (inclusive of the Executive of the Affiliate), and;
 - iii. any membership fees collected by the Affiliate are only used for the purposes of:
 - a. paying membership fees to a peak body or outside club/organisation on behalf of the member where membership is required by law, for safety/insurance purposes, or has otherwise been approved by FUSA, or;
 - a. providing benefits to the member of a similar value, or;
 - b. providing activities to members of the Affiliate, or;
 - c. other not-for-profit activities with the prior written approval of FUSA.
- f. The Affiliate must not subject any applicant to any hazing or other activities as listed under [2.14g](#) to join, renew and/or otherwise remain a member of the Affiliate.
- g. Affiliates must not require applicants for membership of Affiliates to have to make any written or verbal declaration or statement of faith or support of the Affiliate's aims, objectives or activities except with the prior written approval of FUSA.
- h. Membership fees may only differ for members based on:
 - i. Whether the member is a Current Student;
 - ii. For Academic Associations, whether the member is enrolled within the college/discipline they are associated with;
 - iii. A discounted fee for new members;
 - iv. Whether products, benefits or services are provided;
 - v. Whether the membership has been provided as a prize to a Current Student (that is not already an existing member of the Affiliate);



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vi. Other exceptions via an approved motion by FUSA Student Council.

2. MEMBERSHIP REQUIREMENTS

a. The Affiliate's membership must be comprised of at least 50% Current Students at all times.

b. Membership must be open to all Current Students that support the approved aims and objectives of the Affiliate, with the following exceptions:

i. The Affiliate may restrict membership to students that have paid the associated membership fees of the Affiliate;

ii. Academic Associations may restrict membership based upon enrolment on the college, discipline or Teaching Program/s they are associated with, or;

iii. Collectives may restrict their membership to the specific cohort of students they represent provided that they are permitted to do so under applicable equal opportunity legislation;

iv. Other restrictions may be implemented only with prior written approval of FUSA.

c. Affiliates are not required to offer membership to applicants that are not Current Students. If membership to non-student applicants is available with restrictions, the Affiliate must ensure that these restrictions are fair, equitable and would not constitute unlawful discrimination.

3. MEMBERSHIP REGISTER

a. The Affiliate must maintain a Member Register including each member's:

i. Full Name;

ii. Email Address;

iii. Flinders University Student ID Number (if applicable);

iv. Date of Registration/Renewal of Membership.

b. For the purposes of these regulations and other FUSA policies and processes, members of an Affiliate will only be considered as Current Members of that Affiliate if they are Current Students who have registered for (or have actively and knowingly renewed) their membership of that Affiliate within the last 24 months.

c. The membership register of the Affiliate must be made available to FUSA in Microsoft Excel format upon request.

d. New members must be added to the Member Register within 14 days of an approved membership application, with the exception of the end of academic year break period as outlined under 3.1d)

e. The registration date of members cannot be altered by the Affiliate (other than for errors in entry) unless the member registers/renews their membership with the Affiliate at a later date.

f. For the purposes of these regulations and any other FUSA policies and processes, FUSA will not consider any listed individual in the Member Register to be a current member of the Affiliate unless:



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- i. The member has submitted their application for membership in writing (whether in writing, email, online form, etc.), and;
 - ii. All details required above have been completed and are accurate, and;
 - iii. The member has actively registered or renewed their registration with the Affiliate within 24 months of the current date.
 - iv. No information regarding the member may be shared with other parties other than FUSA. Contact information provided by members must not be used for any purposes other than communication between members and the Affiliate, unless:
 - a. FUSA has provided prior written approval, and;
 - b. the member has been made aware of how their contact details will be used.
4. MEMBER CONDUCT
 - a. All Affiliates must have a documented Member Protection Policy outlining rules for member conduct, handling grievances and misconduct. The policy must outline the Affiliate's rules and procedures for:
 - i. Taking disciplinary action toward members who have breached the Affiliate's constitution, by-laws or other applicable rules/policies.
 - ii. Discouraging harassment, sexual harassment, discrimination and bullying throughout the Affiliate's activities.
 - iii. Protecting children throughout the Affiliate's activities.
 - iv. Encouraging inclusivity throughout the Affiliate's activities.
 - v. Handling complaints received from members and the public.
 - b. Unless via prior approval of FUSA, Affiliates are required to use the Membership Protection Policy template supplied by FUSA to satisfy these requirements. The Affiliate may make alterations to this template, however the altered version must be approved by FUSA before use.
 - c. This policy must be made available to all members of the Affiliate, and made available to all other participants in the Affiliate's activities upon request.
 - d. The Executive of the Affiliate must ensure that the Member Protection Policy is enforced.
 - e. The Affiliate must report to FUSA staff (who will escalate to the Manager, Student Engagement) in writing any complaints received or action taken against a member for:
 - i. Bullying;
 - ii. Harassment;
 - iii. Sexual harassment;
 - iv. Unlawful discrimination;
 - v. Unlawful or criminal activity.
 - f. FUSA staff will collect, store, use and disclose all personal information provided under 3.4e) in accordance with the Flinders University Privacy Policy and associated procedures.



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5. EXPULSION OF MEMBERS

a. Affiliates must maintain a process for the expulsion of members that abides by the principles of natural justice, including:

- i. that the member be provided adequate notice (at least 7 days) of the intention to expel the member, and;
- ii. that the member maintain the right to a fair hearing, and;
- iii. that the Affiliate take all reasonable actions to ensure the process is free of bias.

b. Where the Affiliate cannot provide a disinterested and unbiased adjudicator within the Affiliate's membership, the member may:

- i. seek an independent adjudicator from outside of the Affiliate's membership, where the adjudicator has been agreed upon by all involved parties, or;
- ii. may request FUSA to provide an impartial adjudicator.

c. If dissatisfied with the outcome, Current Students that are Current Members of the Affiliate may:

- i. request that the outcome be reviewed by the membership of the Affiliate in the next available General Meeting of the Affiliate, or if denied;
- ii. request FUSA to review the outcome in the next available FUSA Student Council meeting.

d. The Affiliate must produce all records relating to the expulsion of a member to FUSA upon request, including any communications with the member, minutes from any meetings discussing the member, and any documentation supplied by the member in application.

e. Where the details of the expulsion or the supplied records relate to a legally sensitive nature, FUSA will restrict the viewing of these details to relevant Flinders University staff members and management only. In this case, written notice will be supplied to FUSA Student Council to advise that access to these records are restricted to staff only.

f. The Affiliate will not be required to review expulsion of any member of the Affiliate that is no longer a Current Student, provided expulsion was conducted in line with the Affiliate's constitution and these regulations.

g. Where a member has been expelled, the Affiliate must make all reasonable efforts to return the remaining membership fees (pro-rata) for the current year of membership to the expelled member, excluding the actual costs of any products/services already provided to the member.

4. GRANTS AND FINANCIAL MANAGEMENT

1. NOT-FOR-PROFIT REQUIREMENT

a. The Affiliate must not operate for the profit, personal gain or other benefit of:

- i. members of the Affiliate;
- ii. relatives of any registered member of the Affiliate;
- iii. relatives and friends of any Executive member of the Affiliate;
- iv. others involved in the planning, management or running of activities for the Affiliate;



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- v. any other business, organisation, project or other venture to which a registered member or their relatives maintains a pecuniary interest.
 - b. All income received by or on behalf of the Affiliate must only be spent toward furthering the Affiliate's approved aims, objectives and activities, except in the case of:
 - i. Fundraising for a charity/not-for-profit organisation registered with the Australian Charities and Not-for-profits Commission, or;
 - ii. in any other circumstance where FUSA has provided explicit written approval.
2. USE OF FUNDING PROVIDED BY FUSA
 - a. All funding received by the Affiliate from FUSA must only be used to meet the costs of the Affiliate's activities and to achieve the Affiliate's aims and objectives which must primarily be to engage Current Students in the Affiliate's activities. This may include the Affiliate's:
 - i. Operating costs;
 - ii. Costs associated with running events or activities on Flinders University campuses;
 - iii. Costs associated with running events or activities off campus where the event/activity has been primarily advertised to Current Students (whether registered members or the greater Flinders University community).
 - b. Funding provided by FUSA must not be used (whether directly or indirectly) to:
 - i. purchase alcohol;
 - ii. purchase tobacco;
 - iii. support any political party or candidate; or
 - iv. in any other manner that would contravene local, state or federal law.
3. REIMBURSEMENT & PAYMENTS
 - a. The Affiliate may reimburse members for actual incurred costs if the member provides the treasurer of the Affiliate with a valid tax receipt from the place of purchase.
 - b. Other than for reimbursement of actual costs, the Affiliate must obtain prior written approval from FUSA to pay (whether directly or indirectly):
 - i. Any past or present member of the Affiliate;
 - ii. Any partner, spouse or family of a past or present member of the Affiliate;
 - iii. Any business, service or other external organisation of which a past or present member of the Affiliate has a pecuniary interest;
 - iv. Where funding provided by FUSA has been used to pay parties listed in 4.3b) without approval, FUSA may direct the Affiliate to return the equivalent value in funding to FUSA within 14 days of written notice.
4. BANK ACCOUNT



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a. All financially Affiliated Clubs, Collectives and Academic Associations must maintain an open bank account to access funding provided by FUSA.

b. Start-Up Funding for Non-Financial Affiliates may only be used to purchase assets that will remain in the Affiliate's possession. These assets will at all times remain owned by FUSA. FUSA will manage the use of this funding through the payment of invoices and/or reimbursement of receipts supplied to FUSA.

c. Any bank account used for income and expenditure relating to the Affiliate's activities must be registered and remain in the name of the Affiliate.

d. At least two Current Students (who are members of the Affiliate) must be listed as signatories on the Affiliate's bank account at all times.

e. The Affiliate must advise FUSA in writing before using a bank account that was not approved in the Affiliate's application for Affiliation.

f. Only Executive members of the Affiliate may be listed as signatories of the Affiliate's bank account, unless prior written approval has been provided by FUSA.

g. The Affiliate's bank account must not be owned, accessed or otherwise managed by another organisation/party without prior written approval by FUSA.

5. RECORDING INCOME

a. All income and funding received by the Affiliate must be recorded electronically, including the following details:

i. the value received;

ii. the reason the income was received;

iii. if more than \$100 is received from an organisation or individual, from whom the income was received.

b. Any petty cash exceeding \$100 must be transferred to the Affiliate's approved bank account within 14 days.

6. RECORDING EXPENDITURE

a. All expenses incurred by the Affiliate must be recorded electronically, including:

i. the value of the expenses, and;

ii. from whom the expense was incurred (e.g: place of purchase, supplier, etc.), and;

iii. reason for the expense, and;

iv. the date the expense was incurred.

7. RETAINING RECORDS

a. All receipts and tax invoices for the Affiliate's expenses, payments and reimbursements must be kept on file by the Affiliate for a period of five years.

b. Receipts and tax invoices must be made accessible to all Executive members of the Affiliate; ideally stored in cloud-based storage or a location on campus.

c. Receipts and tax invoices must be provided to FUSA upon request.

8. FINANCIAL REPORTING



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- a. A financial report must be made available to the membership at least once per calendar year, containing at minimum a summary of:
 - i. The Affiliate's total income since the previous financial report (or since Affiliation, whichever is more recent);
 - ii. The Affiliate's total expenditure since the previous financial report (or since Affiliation, whichever is more recent);
 - iii. The Affiliate's current balances for its bank account(s) and any petty cash.

9. ASSET LIST

- a. A list of the Affiliate's assets (items purchased by the Affiliate that retain value and can be sold) must be maintained. This list must contain:
 - i. The date the item(s) were purchased;
 - ii. The purchase cost of the item;
 - iii. The organisation/individual from whom the item was purchased.

10. FINANCIAL ACCOUNTABILITY

- a. Accurate and detailed financial records of the Affiliate's itemised income, expenditure and assets must be supplied to FUSA within 14 days of written request.
- b. The Affiliate must provide an accurate and detailed list of the income, expenditure and assets of the Affiliate to the membership within 14 days of motion/request in the following circumstances:
 - i. Where a motion/vote to direct the Executive to provide detailed records was passed by the membership of the Affiliate in a General Meeting, or;
 - ii. Where a motion/vote of the membership to accept the financial report in General Meeting has not passed, or;
 - iii. Otherwise at the direction of FUSA.
- c. The Executive must undertake all reasonable efforts to answer queries from registered members of the Affiliate relating to the Affiliate's financial records, however may withhold at its discretion:
 - i. Bank account numbers and BSB numbers associated with income and/or expenditure, and/or;
 - ii. Personally identifiable information for any individual that has paid and/or been paid by the Affiliate (other than the full name of the individual), and/or;
 - iii. Any other information where written approval has been provided by FUSA.

11. WINDING UP

- a. Where an Affiliate votes in a General Meeting to formally wind up, it must ensure that assets and funding are distributed in a not-for-profit manner only.
- b. All FUSA provided assets and remaining funding provided by FUSA must be returned to FUSA.



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- c. After payment of outstanding debts (including reimbursement to members for actual incurred costs), the Affiliate must donate all other remaining assets and remaining funding of the Affiliate to either:
 - i. FUSA, which will redistribute or share said assets and funding with other Affiliates, or;
 - ii. Another Affiliate of FUSA with similar or related aims and objectives to the Affiliate, or;
 - iii. A charity or not-for-profit organisation registered with the Australian Charities and Not-for-profits Commission, or;
 - iv. Another not-for-profit incorporated association or incorporated charitable institution registered on the Australian Business Register.

5. OFFENCES, COMPLAINTS & DISCIPLINARY ACTION

1. OFFENCES

- a. Offences of the Affiliate include:
 - i. Breaching these regulations;
 - ii. Breaching Flinders By-Laws, Flinders/FUSA policies;
 - iii. Breaching local/state/federal laws;
 - iv. Acting contrary to the Affiliate's approved constitution;
 - v. Acting contrary to the Affiliate's approved Member Protection Policy.

2. COMPLAINTS RAISED AGAINST THE AFFILIATE

- a. Complaints against the Affiliate may be raised with FUSA or the Affiliate directly in writing.
- b. Where submitted to the Affiliate directly, the Affiliate must respond in writing to any written complaint within 14 days of receipt.
- c. Any complaints regarding offences outlined in section 5.1 will be considered by FUSA for investigation.
- d. In considering a complaint for investigation, FUSA may advise the complainant to raise the issue in writing with the Affiliate if they have not yet done so.
- e. FUSA may refer the complainant to other departments of the university or external services/organisations where FUSA is not best placed to investigate and address the complaint.
- f. FUSA will not be compelled to investigate any complaint that would not constitute an offence under section 5.1.
- g. Where FUSA deems the complaint does not warrant investigation, it will contact the complainant in writing.
- h. FUSA may direct the Affiliate to respond more urgently to a complaint where the complaint is deemed to be time sensitive.
- i. The Affiliate must not take any actions to retaliate against any member/student that has submitted a formal complaint.
- j. Where FUSA has reasonable grounds to believe that a complaint has been submitted on malicious or insufficient grounds with the intent to harass,



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annoy, delay or cause other detriment or anxiety to an Affiliate and/or its members, FUSA may take any number of actions including:

- i. Refuse to conduct further business with the complainant, and/or;
- ii. Refer the complainant for student misconduct in line with Flinders University By-Laws, policies and guidelines, and/or;
- iii. Where the complainant is a member of the Affiliate, provide approval to the Affiliate to expel that member from its membership.

3. INVESTIGATION OF COMPLAINTS OR OFFENCES

a. To investigate complaints, FUSA will require the complainant to supply:

- i. Their name and contact information, and;
- ii. A detailed description of the event(s) complained of, and;
- iii. The outcome that is sought, and;
- iv. Statements by any people who witnessed the event(s) or were affected by them (where applicable), and;
- v. Any other documents or evidence relied upon in support of the complaint.

b. The complainant may request that their identity not be revealed to the Affiliate.

c. If the nature of the complaint relates to breaches of Flinders University By-Laws/policies and/or state/federal legislation, FUSA will endeavour to provide the complainant with options to raise the matter formally with Flinders University management or other authorities where applicable.

d. FUSA may refuse to investigate the complaint where the information provided in [5.3a\)](#) cannot be supplied.

e. To investigate complaints or offences, the Affiliate may be directed by FUSA to supply, in a specified timeframe not less than 24 hours' notice:

- i. A response by the Affiliate to the accusations of the complaint;
- ii. Any required information or documentation that would reasonably assist in the investigation of the complaint/offence.

f. Where the Affiliate refuses to supply requested information/documentation/data, or fails to supply the requested information/documentation/data within the specified timeframe, FUSA may make a determination against the Affiliate.

g. Where the Affiliate believes the information/documentation/data provides confidential information/documentation/data relating to an individual, it may request that the provided information be reviewed by staff of Flinders University only. The Affiliate must not redact, withhold or alter information/documentation/data that will be provided for review by Flinders University staff only.

h. FUSA will make determinations for the complaint based upon balance of probability.

i. If a complaint is declared valid, FUSA may take any number of the below actions:

- i. Provide a formal warning to the Affiliate, or;



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- ii. Direct the Affiliate to take specific actions in a specified timeframe to rectify the issue, or;
 - iii. Refer the Affiliate to Student Council for disciplinary action, and/or;
 - iv. Refer the Affiliate to Flinders University management for formal action against the Affiliate and/or students involved.
 - j. Where the Affiliate fails to take the specific actions provided by FUSA to rectify the issue in the specified timeframe, it may withdraw all benefits of Affiliation to the Affiliate and/or refer the Affiliate for formal action by Student Council and/or Flinders University management.
 - k. Where the Affiliate or complainant is dissatisfied with the outcome of the investigation, it may request a review of the outcome by a panel consisting of the Manager of Student Engagement, FUSA Clubs Officer and General Secretary of Student Council (or delegate). The panel will by majority elect to:
 - i. Uphold the determination by Student Council, or;
 - ii. Direct Student Council to review the complaint again in consideration of new evidence and/or recommendations, or;
 - iii. By unanimous decision only, reject the determination of Student Council.
- 4. DISCIPLINARY ACTION
 - a. Where Student Council determines that the Affiliate has committed an offence, FUSA may enact any combination of the below measures:
 - i. Provide a formal warning to the Affiliate, or;
 - ii. Provide the Affiliate with a specific deadline to rectify the issues, or;
 - iii. Order the Affiliate to take specific actions as a condition of continued Affiliation, or;
 - iv. Suspend access to the Affiliate's benefits of Affiliation for a specified duration, or;
 - v. Deduct funding from the Affiliate's allocated grant funding, or;
 - vi. Disaffiliate the Affiliate from FUSA.
- 5. INACTIVITY
 - a. The Affiliate may be declared inactive by FUSA if:
 - i. no activities (events, meetings, etc.) been registered with FUSA within a 6 month period, or;
 - ii. has received written advice from a registered Executive member of the Affiliate that it has become inactive, or;
 - iii. has not submitted Annual Review within 30 days of the deadline (or extended deadline where negotiated and approved by FUSA).
 - b. FUSA will take reasonable efforts to contact the Affiliate's listed Executive prior to declaring the Affiliate inactive.
 - c. If declared inactive, the Affiliate will be referred for disaffiliation under section 5.6 of these regulations.



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d. Should the disaffiliated Club/Collective/Association be approved for Affiliation with FUSA again within 6 months of being declared inactive, the funding and assets will be returned to the Affiliate.

e. If the Affiliate does not affiliate with FUSA again within 6 months of being declared inactive, the funding and equipment will be shared or distributed within FUSA's Affiliate program (at the discretion of FUSA).

6. DISAFFILIATION

a. In general, disaffiliation will be considered a last resort for disciplinary action, except in cases where:

i. the Affiliate's actions could pose a significant risk to the safety, wellbeing or welfare of members, Flinders University students or the public;

ii. the Affiliate's actions present a significant legal, financial or reputational risk to FUSA and/or Flinders University, or;

iii. the Affiliate has acted dishonestly or otherwise in bad faith in its dealings with FUSA and/or members of the Affiliate, or;

iv. the Affiliate has conducted activities for the profit of an individual, group or organisation that are not permitted under these regulations, or;

v. the Affiliate (or its members in activities of the Affiliate) has breached local, state or federal laws.

b. Flinders University management may order the disaffiliation of an Affiliate, without motion by FUSA Student Council where it determines that the Affiliate's actions or planned activities constitute a significant legal, financial or safety/welfare risk to Flinders University and/or Flinders University staff/students.

c. A disaffiliated group, upon notice of disaffiliation, must:

i. Cease to represent itself as an Affiliate of FUSA, and;

ii. Cease representing itself as a formally recognised Club/Association/Collective of Flinders University, and;

iii. Must not access or attempt to access any further resources or services provided to Affiliates of FUSA, and;

iv. Upon the direction of Flinders University management, remove any use of "Flinders", "Flinders University" or other derivatives from its title.

v. Within 14 days of written notice, return all remaining funding provided by FUSA to FUSA, and;

vi. Within 14 days of written notice, return all assets (purchased with funding provided by FUSA) to FUSA.

d. A disaffiliated student group must return all provided funding and assets provided to the Affiliate by FUSA and/or Flinders University (upon request) where it is determined by Flinders University management that:

i. the application for Affiliation was deliberately false or misleading, or;

ii. the activities of the Affiliate were not directly related to the activities, aims and objectives approved in its application for Affiliation, or;

iii. the Affiliate was not acting for the primary purpose of engaging Current Students, or;



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- iv. funding or funded assets were used to conduct activities that were not approved or deviated from the approved activities of FUSA, or;
- v. funding or funded assets provided by FUSA and/or Flinders University was misappropriated and/or were primarily used for purposes that were not approved in the Affiliate's application for funding, or;
- vi. the Affiliate was acting for the primary purpose of securing a profit for any individual, group or organisation other than the Affiliate.



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7.2.4 Endorsement for South Australia Select Committee into Wage Theft Recommendation 33

Submitted by: Student President – Molly Turnbull

Matter for Noting Discussion Decision

Background:

Wage theft is not a new thing, we have seen this issue a rise in so many industries and communities. In recent years one community that has come to light that has been subjected to poor employment conditions and wage theft is international student. In 2019 there was a nationwide survey which received over 5000 responses from international students, which found out that: 77% were paid below the minimum casual hourly wage. 32% of bachelor's degree students earned just half the minimum casual hourly wage or less (\$12/hr or less). 26% of all international students earned half the minimum casual hourly wage or less, this stat has remained unchanged since the 2016 National Temporary Migrant Work Survey. The overwhelming majority of students who were underpaid knew the minimum wage (86%), but 62% believed they were at fault for the underpayment and had broken the law by accepting below minimum wages. 91% of those with self-reported poor or fair English were paid below the minimum casual hourly wage, but underpayment was also experienced by 68% of those with self-reported good or very good English. Underpayment was as common among master's students as it was among English language students. 38% reported that they did not seek information or help for a problem at work because they did not want 'problems that might affect my visa'.

On the 17th of November 2021 the *South Australia Select Committee into Wage Theft* released their final report into the matter, which has found an array of issues across vulnerable cohorts of workers within the state of South Australia. Recommendation 33 in the report reads "Universities have an obligation to teach students about Australia's industrial relation system and employee rights and responsibilities and should use University funded organisations such as Study Adelaide to fulfil this requirement."

Matter for decision

Student Council endorses recommendation 33 of the Final Report of the South Australian Legislative Council's Select Committee into Wage Theft, "Universities have an obligation to teach students about Australia's industrial relation system and employee rights and responsibilities and should use University funded organisations such as Study Adelaide to fulfil this requirement."

Student Council endorses the making of a joint statement with the University of South Australia Students' Association and the Adelaide University Student Representative Council expressing support for Recommendation 33 and provide this statement to Study Adelaide, requesting Study Adelaide endorse and provide an outline of the steps it is taking and will take to implement this.

Student Council continues the Wage Theft campaign by working with the International Student Support service.



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7.2.5 Support is good- GOSSE International Student Residence

Submitted by: Student President – Molly Turnbull

Matter for Noting Discussion Decision

Background:

Gosse International Student Residence (GISR) has been an affordable student accommodation in Adelaide since 1997 for all domestic and international university students. Currently there are scarce amounts rental places here in Adelaide that do not put university students out of pocket. GISR was one of the few that had two residential lodges, Highgate Lodge (\$175/week) and Alexandra Lodge (\$185), have just been permanently closed in December of 2021. These two lodges over the last two year before being pushed in to closer were running at full occupancy, with housing near 311 tertiary students. There is already a massive problem with finding affordable accommodation in Adelaide as many people are not able to find affordable accommodation which is leaving many facing poverty and even homelessness. Other/ new student accommodation within Adelaide can and will cost 50% to 150% more than GISR was and will be continuing to put student out of pocket to just be able to live in an accommodation to be able to study in Adelaide.

Students already have a hard time with finding funding for their degrees, but to also struggle to have affordable housing whilst trying to study put even more pressure on their mental health which then the circle of stress never stops. It needs to end now; the Australian Government should be doing more to support their students.

Matter for decision:

Student Council recognises the affordability crisis in housing which affects a significant number of students in South Australia.

Student Council directs the President and Welfare Officer to develop a plan for a campaign to raise awareness of and overcome the housing affordability crisis for students.

Student Council calls upon the South Australian government to stop the rapid loss of affordable student accommodation in Adelaide by giving serious consideration to the commercial proposal by the current management of GISR to buy and preserve it as affordable student accommodation.

Student Council authorises the Student President (Molly Turnbull) to write a letter of support for the GISR campaign on behalf of FUSA.



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7.2.6 We're Here, we're Queer, and WE HAVE A RIGHT TO EDUCATION!

Matter for **Noting** **Discussion** **Decision**

Background

The Religious Discrimination Bill 2022 stipulates that religious educational institutes can legally discriminate against an individual based on their sexual orientation, gender identity, marital or relationship status, or pregnancy. This brings a great concern for LGBTQIA+ students who are already being discriminated against for their identity that they do not have a choice for. This institutionalises certain voices and narratives to perpetuate harmful environments, specifically in young LGBTQIA+ students. This ideology is not one that should be adapted and as such it is important for FUSA to ensure that all students remain safe and continue to have access to inclusive education.

As this motion is written, there has been new and changing developments within this Bill presented to the Federal Parliament in which it has now been shelved. This means, the Bill is not currently being debated over its implementation however remains the likelihood that it may be returned for debate. In this event, it is recommended that FUSA publicly acknowledge how we oppose this, Bill.

It is also recommended that the FUSA should explore avenues into being a place of safety and inclusivity for LGBTQIA+ students, this should be done as a working group.

Matter for Decision:

Student Council oppose the Religious Discrimination Bill that was put forward in the Australian Federal Government as this bill (if passed) will proceed to add to the oppression that people in the LGBTQIA+ community already face.

FUSA publicly acknowledge that, we as a whole, oppose the Religious Discrimination Bill, and will do this by posting content on our social media channels and showing solidarity to LGBTQIA+ students.

Student Council should explore avenues for Flinders University to be a place of safety and inclusivity for LGBTQIA+ students. This can be done by setting up a working group that will be consulted and review how the university can change structures and systems to allow for this to be achieved.

Moved:

Seconded:

7.3 Matters for Discussion

No matters for discussion submitted.



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7.4 Matters for Noting

7.4.1 Is my Camera on? Am I Muted? Can yooou See my Screen?

Submitted by: *Emily Williams*

Matter for Noting

Discussion

Decision

Background

Principles for Student Council meeting remote attendance

1. Student Council meetings are held in-person. In-person meetings provide a better forum to freely discuss matters the before Council and allow Council members to engage more fully in decision-making than is possible either through an online meeting or through a mixed in-person / online meeting. Our Standing Orders reflect this.
2. While Council meetings are held in-person, some form of remote participation (i.e. through Teams) is allowed due to the introduction of measures to reduce the spread of COVID-19. At the beginning of 2022 this includes University guidelines regarding on-campus activity, but in the future this may include individual Council members in isolation due to testing COVID-19 positive, showing symptoms of COVID-19, or being at a higher risk (i.e. immunocompromised).
3. You must follow the University's guidance and policies on COVID-19 safety. Do not attend campus, Council meetings, or any FUSA events if you are displaying COVID symptoms or have tested positive. As a student and as a student representative, you have the responsibility to be aware of the rules in place.
4. If you cannot attend a Council meeting in person, you can seek permission from the President to attend remotely. You should ask for permission as soon as you are aware that you will not be able to attend in person.
5. You must advise FUSA administrative staff as soon as possible if you have put in a catering order for the Council meeting but will no longer be attending.
6. Where a request is made by a Council member to attend remotely and it is for reasons other than abiding by COVID-19 rules and guidelines, it is at the complete discretion of the President, as Chair, to allow or not allow their remote attendance. If remote attendance is not allowed, then a leave of absence may still be granted by Council.
7. These principles apply to committees of Student Council, with remote attendance at the discretion of the Chair of each committee.



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Matter for Decision

That Student Council read and note the below Principles for Student Council meeting remote attendance.

Moved:

Seconded:

Note: when emailing about an apology and/or remote exemption please cc in both the Student President and the General Secretary. For remote attendance approval please wait for the Student President's response.

8. Any Other Business / Good and Welfare
9. Meeting Closed