

1. Welcome & Meeting Open

2. Apologies: Abdullah Alajlan, Mathew Cwihun

3. Welcome Guests

4. Accept Minutes From Previous Meeting

5. In-Camera Discussion

6. Reports

- 6.1. President's Report
- 6.2. General Secretary's Report
- 6.3. Queer Officer's Report
- 6.4. Welfare Officer's Report
- 6.5. International Officer's Report
- 6.6. Women's Officer's Report
- 6.7. Environment Officer's Report
- 6.8. Post-Grad Officer's Report
- 6.9. Indigenous Officer's Report – None received.
- 6.10. Education Officer's Report – None received.
- 6.11. MSE Report
- 6.12. Any other reports
 - 6.12.1. NSLF Conference

7. Matters for Decision

- 7.1. Executive Committee Recommendations
 - 7.1.1. Student Breakfasts
 - 7.1.2. Culture Budget Allocations
 - 7.1.3. FCCS Consultation Framework
 - 7.1.4. Student Council Honorariums
- 7.2. Standing Orders – General Secretary
- 7.3. Regulations for duties of Office Bearers, & Student Council Members with a Portfolio – Welfare Officer
- 7.4. Membership Regulations – Welfare Officer
- 7.5. Election Regulations
 - 7.5.1. 9.14 – Welfare Officer
 - 7.5.2. 12.3 – General Secretary
 - 7.5.3. 12.3 – Tut Tut
- 7.6. EFTPOS at FlindersOne outlets – Welfare Officer
- 7.7. Standardised Email Signature – Welfare Officer
- 7.8. Compliance with Dietary Requirements – Welfare Officer
- 7.9. Club Affiliations – General Secretary
 - 7.9.1. Golden Keys International Honour Society
 - 7.9.2. Secular Society

8. Matters for Discussion

- 8.1. Re-Assessing Availabilities for Meetings – Student President
- 8.2. Mental Health First Aid – Welfare Officer
- 8.3. Postgraduate Students and Mental Distress – Postgraduate Officer

9. Meeting Closed

Reports

6.1 Student President's Report

Refresher Week (Semester Two O-Week)

Plans for Refresher week continue, and while we were given a little bit of a run around with the Paint Party, a viable alternative has been arranged.

Initially we were working together with the University to ensure that this party is a go-ahead. As a unique, large scale party like what the University has not seen in a long time, we were very keen to see that this press ahead. For three weeks we worked well with the University to ensure that this occurred. Due to some oversight that I cannot yet find out, the University has now turned around and decided that this is not to go ahead.

With less than a month remaining until the actual event, it is imperative that we get tickets on sale so that we can pull it off successfully. The rest of the events are being worked towards by various student council members and our Media crew.

Honorarium Process Review

The Honorarium process is being reviewed, as will be discussed at the Student Council meeting on July 2nd. I have worked with Paul to come up with an alternative. To stress, it is an alternative and not perfect- and does not need to replace the existing process. Similarly, a combination of the two may be better.

I do, however, endorse the new process. I believe that trusting Student Council to receive their honorarium automatically is better, even if more easily abused, than having to go through a check-off process each month.

Culture Budget

I have worked towards creating a recommendation for the Culture Budget (the VC's \$100,000). This has now passed Executive who will place their recommendation at the Student Council on the 2nd of July.

Pyjama Party & Student Ball

These are both (past and future) projects of Lauren's and I have been working with her, where I can, to help her build up her skills. While she is overseas I have also helped her out a small amount with the direct dealings of the Student Ball. This has now reached a stage where it is currently stalled waiting on more funding.

PA Training

I also delivered the PA training to the Student Council members who attended. I am still to provide them with their certificates but I can confirm that all those that attended are now trained on the full use of the PA System, and now only require to practice their skills so as to build up their confidence.

Student Spaces

I have had several meetings with the M,SE and Buildings and Property about Student Spaces- in particular finishing off the renovations of the Situation Room and the Sturt FUSA Space. We have also started talks about the renovations of all the Equity Spaces, and the Enviro/Media space.

Financial Advocacy Officer

I have this month participated in the selection board of the new FAO for FUSA. This process is now complete and we should be advertising who the FAO is in the next week or so. I'm sure the selected person will sit within the team well.

Student Council One-on-One Meetings

I have continued to meet with Student Council members one on one. This is something that I began in March with some council members, and has continued with more Student Council members choosing to have confidential one-on-one monthly/fortnightly meetings with me.

I am using these meetings as a way to support the council members- to find out where they are at with their position on council, how they feel council as a whole is going, and to gain feedback on my performance as well.

Not all council members have selected to have these meetings with me, however I do encourage each of the council members to make a time with me and to meet monthly. I strongly feel it's a good way for us to catchup in an informal setting, and to talk about where we're all up to.

Student Council Social Get-together

I am in the midsts of organising a social get-together for the Student Council. This is not a priority at the moment with Refresher Week approaching, but you will all be given plenty of notice, and I hope you all enjoy it.

6.2 General Secretary's Report

Club Spotlights

I have continued to receive the "Club Spotlights" over the last month.

Each spotlight consists of the following:

A brief description:

How to join:

Website/Facebook URL:

In order to promote and increase clubs, this is open to both affiliated and non-affiliated clubs.

Clubs and Societies Committee

The first meeting for the Clubs and Societies Committee is Tuesday July 30th at 5pm in North Theatre 2. Each affiliated club is required to send one member as a delegate for the club to attend the meeting.

I have asked that Agenda Items are submitted to me one week prior to the meeting (July 23rd).

Club Email Addresses

Over the course of the last month I've been attempting to organise @flinders.edu.au email addresses for clubs.

I've had a great response from this and most of our clubs have requested an @flinders.edu.au email address.

O'Week Club Bookings

There has been a great response to O'Week and many clubs have already booked or expressed interest in booking.

FUSA Website

I have done a lot of small work on the FUSA website over the last month. Mainly consisting of tidying up all of the FUSA documents, converting all documents to the same format (PDF) and editing and approving club pages.

6.3 Queer Officer's Report

Queer Collaborations

The deadlines for Queer Collaborations have closed now, and I am pleased to announce we were eventually able to send two delegates to this year's conference. Unfortunately, of the five that applied, only two were able to go, however it does mean that regardless, Flinders University will have a presence at this year's conference.

I have asked both delegates to submit a written report upon their return about the skills gained during their time at the conference, to present to the FUQS for their benefit.

Time volunteered: Approximately 4 hrs. overall

FUQS

I have yet to set a date for the first meeting of this year, however with the constitution written, this shouldn't be too far off.

I know this has been quite delayed, and I have scheduled to hold the meeting earlier, but now it has just become a matter of timing it around exams etc. I'm thinking if I am able to hold it in the holidays, there may be time for some team bonding too.

Time volunteered: Approximately 2 hrs. this month

Queer Space

I am waiting to hear back from Chris O'Grady regarding the proposed changes made to the Queer Space on campus.

Originally, Chris approached me on behalf of Buildings and Maintenance, requesting some recommendations for change/upgrade to the space, as B&M wanted to update all of the equity spaces on campus.

I contacted all of the National Queer Representatives to obtain some feedback on what worked in their spaces, what didn't work etc. and the completed list of recommendations is below:

- Couches (the ones in the space are ok, however one needs recovering/replacing. Two new couches could be a cheaper option.

- Paint. I would absolutely love to render the walls/a wall in there, so it is a smooth surface, however I don't know what the budget is. In terms of paint colour, I don't know what colours I would choose, so I was wondering if I could pick the colour at a later time?

- New Carpet. I was thinking something thicker than what we have now, and maybe in a deep red/purple. Something to warm the space and that is soft, not like cardboard.

- New Blinds. I would like to get rid of the vertical blinds and get maybe rolling blinds.

- Another blind to act as a screen for movie showings etc. It get this attached to the roof or the wall, to wind down/up when applicable.

- A Bench. I would like a bench, maybe 650mm deep. I'd like to get some stools to accomodate for this, but ones with backrests etc.

- Remove the table from the space and the wall-mounted cupboards. I was contemplating using standing cupboards instead, however these would need to be purchased, or floating shelves along the wall. I have had a look at some of the stronger versions from IKEA.

Time volunteered: Approximately 2 hrs. overall

This past month has been somewhat quiet in regards to LGBTIQ related content, however because of this lull, I am determined to go searching for projects to commence, and following the initial FUQS meeting (to be organised), hopefully there will be a number of fundraising events to organise as well.

Flinders University Student Association Ball – Flashmob

I have been working alongside my friend to help Lauren organise the flashmob for the FUSA Ball, in order to promote the event during O'Week in Semester 2.

With a timeline generated, and music still to be acquired, posters for register of interest were put up over campus and via the Facebook group that Lauren generated when she initially created the working party.

So far, there haven't been any responses, which is disappointing/alarming, as the timeline for rehearsal etc. is running out very quickly.

I am in the process of devising other ways to get people to participate, but any other suggestions are welcome.

Activities

I have helped out with the FUSA Pyjama Party, including setup of both venue and PA system and helped to organise the FUSA Ball Flashmob, after Lauren gave me the responsibility of looking after this during her absence overseas.

Time volunteered: Approximately 10 hours of non-QO related activities this month.

6.4 Welfare Officer's Report

Welfare Breakfasts + Band Day

June 5th saw a successful band day and a good breakfast. I, with Student President, seek to move to more regular breakfasts.

ATM Fees

I was invited to meet with Annette from NAB and she informed me that there was no way to remove ATM fees but all NAB accounts for students (all people but I focus on students) and club groups are fee free.

As I believe that students shouldn't be forced to switch banks I will be seeking to recommend FlindersOne to use eftpos facilities.

Academic Transcript Fees

I have been in communication with Jeff Turner the Manager, Enrolment & Student Finance from the Flinders Student Administration & Systems Division regarding the cost of Academic Transcripts. I expect a conclusion to this issue before the beginning of semester two, 2013.

Mental Health First Aid

I have met with Naomi Madsen from the Human Resources Division who will be facilitating a mental health first aid training on the 27th & 28th of July. FUSA will provide lunch and I encourage all Student Council members to attend

6.5 International Officer's Report

Abdullah Alajlan 2nd of July 2013

Multicultural festival

- The flyers have been distributed around all campuses
- Nadira and I are waiting for:
 - o Response from drama centre regarding to the theatre booking
 - o Response from ISSU regarding to their contribution (\$1000)
- I have asked international officers at UniSA and Adelaide University to distribute flyers in their campuses, so this event will be announced in all three universities.

South Australia Multicultural Debate Competition (SAMD)

- Flinders University will contribute \$2000 in SAMD, however the MSE asked to pay SAMD's invoices rather than deposit the amount in SAMD's bank account.
- There are two teams from Flinders University already formed
- As the chief adjudicator, I have organised the training sessions, which will be at Flinders Victoria Campus on 27th of July and 10th and 17th of August from 2.00 pm to 4.00 pm.
- The deadline for team registration is on 19th of July.

CISA's project

Two international students from Flinders University have won the CISA's competition ([I'm not Australian, but I've an Australian story](#)). Their stories have been filmed on Saturday 22nd of June. The good news is only Flinders University students have won the competition.

CISA's best student association awards

FUSA will apply for (BEST STUDENT ASSOCIATION AWARDS). The award has two categories, which are: Community engagement and Advocacy work and FUSA will apply for both of them.

CISA's conference

The international office will send two students to CISA's conference this year, so that means four international students from Flinders University will attend the conference this year. So, on Sunday 7th of July 2013 at 3.00 pm I arranged a meeting with all students from South Australia who will attend the conference this year, as I think it is better for all of us to get know each other before going to Sydney.

6.6 Wom*n's Officer Report

Dominiek Neall 2nd of July

Blue Stockings Day Celebrations

Going to be held in the afternoon on the 9th of August, there will be games, speeches, food and drinks. Most likely looking to hold it in the Scholars Bar. Looking to (hopefully) screen 'Girl Rising', (fingers crossed). All profits from the event will go towards the UNWomen Afghan Women in Schools program drive.

Flinders University Wom*n's Room (Update)

The new Wom*n's Room is completely finished! We moved a lot of the essential stuff out on Friday and will be having a bit of a decorating blitz on Monday – a small party will be organised soon to celebrate the new room and bring together all female Flinders University students (and guys will be invited too!)

Zonta Birthing Kits

This project I have been incredibly excited about doing since I joined Student Council. Birthing Kits reduce Mother and Infant mortality rates by 97%, and are incredibly helpful in preventing the spread of disease and infection during and after birth. 200 kits cost \$600 – we're aiming to make about 600 kits which will cost \$1,800. This money will be taken from my own portfolio (reserved for conferences) This isn't a project that will necessarily be contributing to campus culture but, these kits will be made by Flinders students – and while I believe it is incredibly important to inspire achievement internally, I also believe that we can inspire achievement externally too. I would love any volunteers for this project (there's a lotta kits to be made).

Time spent in other ventures:

DATE:	ACTIVITY:	HOURS:
08/06/2013	Pancake Breakfast/Band Day -Assisted with set-up -Assisted with clean-up	10:30am – 2:30pm (4)
11/06/2013	PA Training	2:00pm – 4:00pm (2)
14/06/2013	Pyjama Party -Assisted with door, front of house -Assisted with clean up at night	7:30pm – 1:00am (4.5)
21/06/2013	South Australian Multicultural Debate Media Blitz -Redesigned posters for Training Sessions -Uploaded rego forms -Updated Facebook, Twitter	12:00pm – 3:00pm (3)
28/06/2013	Cleaned up old Wom*n's room and tidied new Wom*n's room.	2:00pm – 3:00pm (1)
	TOTAL HOURS:	14.5

6.7 Environment Officer Report- June

Although I have not been able to help out with many of the FUSA events that have occurred this month due to being extremely unwell with the flu (and another medical concern) as well as the stresses of end of semester, I have still been able to maintain a lot of contact and progress within my OB role.

Sustainability Leadership Program [2 hours for the workshop; est. 10 hours refining the outline]

As mentioned previously, I have been working closely with the University's Sustainability Officer and FEAG to get this program up and running. The first night (6th June) was a great success, with new people not previously involved in the environmental movement on campus attending.

I was responsible for developing the program outline which took a bit of time to think about and get written up so that the experience will be as rewarding as possible for the students.

Strawbale gazebo correspondence [2 hours]

Have been keeping contact with the group regarding progress and possible solutions to seeking money to help get the project up and running.

FEAG meetings [3+ hours]

Again ensuring to attend meetings and to keep up to date on the progress that is happening, find out where I can offer support and what student council may be able to do to help out. I'm also very pleased with how the environmental groups on campus are growing and developing.

Students of sustainability conference (SOS) conference

Have been running around, sending emails and having discussions with various individuals trying to seek funding at short notice so that 9 students will be able to attend the 16 day conference held in Tasmania this year.

Audit of recycling facilities at Medical Sciences building [2 hours on site, 1 hour for various correspondence]

Finally received an appropriate contact to raise the concern for a student regarding the lack of recycling bins in the Medical Sciences Building. (It is not covered under the waste services of the uni as it is part of the hospital).

I received a response almost straight away asking if I would like to help with the audit involving the Spotless (cleaning company contracted) site manager and a SITA (company that supplies the bins) representative.

This was conducted on Tuesday the 11th of June and went for approximately 2 hours. As I had previously done a walk around of the building myself I was able to suggest appropriate places where bins should be placed, and they even suggested places I didn't know about. They were incredibly helpful and considerate.

Now I have to wait on costs, permission to increase staff hours to empty the extra bins, etc before they can hopefully be installed.

Empire Times article

Again wrote an article, this time surrounding the idea of nature and studying and how there needs to be more seating areas and art around campus.

“Mining the Truth” Documentary, Premiere Screening [1 hour]

The South Australian Environment Network (SASEN) had produced a documentary on how the mining industry has turned many lives and communities upside down. FEAG had set up a premier screening in North Theatre 2 on the 20th of June, followed by a discussion and how we can all take action to transition away from fossil fuels.

I could not stay for the whole night, but I helped set up on the evening and had a chat to people about environmental things on campus. There was a great turnout and appeared to be a great success!

Composting at Flinders Living

Started making some inquiries as to who to contact regarding getting a composting service down in the Hall as some students have suggested this is something that should be done.

6.8 Postgraduate Officer's Report

1. **Contact with School Postgraduate representatives**

I have now contacted every School at Flinders University to request contact with their postgraduate representatives.

These names and email addresses are starting to come through and I am setting up meetings with reps to discuss campus-wide collaborations with FUSA. The response so far has been positive.

In some Schools where there are no official postgrad reps, I have written to the School Dean to encourage nomination of a RHD student as rep. Deans are very keen to maximize their students' social and academic engagement within the university as this enhances the learning experience and completion rate of Research Higher Degrees.

2. **Postgraduate Day**

I have full support of the PG Reference Committee of FUSA to proceed with planning for a Postgraduate Day next semester.

I would like to have broad involvement from all School reps and volunteers in the planning and delivery of a programme of events, and will aim to recruit as many as I can to a Combined PG DAY Planning Committee.

The initial date chosen for PG DAY was Aug 13, but this may need to be set back to allow more planning time. Fortunately (or not, see below) RHD students do not have set holiday breaks like undergrads, so this should not be a problem.

A budget is not yet available, but *may* include an interstate speaker, and of course, food and wine.

3. **PG students and mental distress**

PG students are at higher risk than others for distress, depression and suicidality. A member of the PG Reference Committee has brought this issue to our attention, reporting that she was aware of students fainting, possibly from sleep and food deprivation.

Many are struggling with a very low budget, children's needs, relationships, jobs, homesickness *and* study.

*This underlines the importance of FUSA's welfare programs and validates the provision of breakfast mornings. Other approaches to identifying sources of student distress and meeting these in appropriate ways, including health promotion messages is recommended.

Kingsley Whittenbury FUSA Postgraduate Officer 2013

6.11 Manager Student Engagement's Report

FUSA STAFF

Student Finance and Advocacy Officer

-MSE has recommended the appointment of a successful candidate.

FUSA Meeting Room

-Painting has been completed. Now waiting on delivery of furniture. Will take 2-6 weeks

Student Spaces

-FUSA space at Sturt: Buildings and Property met with Student President and FUSA Staff and plans are underway to begin refurbishment

-Meeting with Buildings and Property to discuss the use of space by student groups around the University and especially after hours. Buildings and Property will identify suitable spaces that could be potentially used by students on a regular basis after hours. The aim is also to have a more streamlined process for students to book spaces when they need to.

Sydney Visit

-During June, I visited all five Universities in Sydney. I met with key staff who perform my role or similar. It is clear that every University is different when it comes to the set up and coordination of Student Representation and Campus Life activities.

-I have come away with many ideas around extending FUSA staff and other strategies to improve existing services, clubs and societies, event management, training and mentoring for student representatives. A proposal around this will be forwarded to Student Council at the next meeting

PokitPal

-The PokitPal app has been completed. There will be a launch party at the University sometime in August hosted by Red Bull.

6.12.1 NSLF Report – Christopher Sellwood

From 30th May – 2nd June I had the privilege of attending the National Student Leadership Forum on Faith and Values. I was initially excited to attend this conference as I was looking forward to furthering my skills in regards to student leadership. However I feel as if this forum concentrated on the latter part of this title, Faith and Values. Just to clarify, I strongly believe in Faith and Values. I have a strong faith in humanity and all my political ideals are based on my own values. Unfortunately the brief mention on leadership was talk about Jesus and being a servant leader. (Harry Potter would have been a much more exciting example and just as factual.) However the failure to mention students throughout this entire conference had me baffled as to the purpose of this conference. The strong focus of this conference seemed to be about intimately sharing your life story. Most of the speakers had tragic, moving stories about personal struggle and their fight for success and survival. This focus was interesting but largely irrelevant to student leadership. My sole positive from the conference was listening to Eyal Halamish from OurSay. He spoke about the beginnings of OurSay and the idea behind getting issues that people wanted answers to actually answered by leaders of this nation. It was good to see a project that focused on the issues leading the public debate as opposed to politicians speaking about what they choose. I believe that the idea of a forum for student leaders learning to lead by their faith and values has potential as a solid platform for future student leaders, but the current 'we love Jesus' organisers will never be able to host a conference fit for students from all backgrounds. I would strongly advise that if Flinders decided to send a delegation again that they would send people exclusively from the Evangelical Society.

Matters for Decision

7.1 Executive Committee Recommendations

7.1.1 Student Breakfasts

Preamble:

The Welfare Officer, Christopher Sellwood, held a student breakfast in Semester 1 which ran fantastically. Pancakes were served and the feedback received was overwhelmingly great.

There is a small budget of \$8,000 currently allocated to “Welfare”, meaning the Welfare of Students on campus at Flinders University.

Due to the success of the first Student Breakfast, we are looking at spending some of this budget to make the breakfasts a weekly occurrence.

Proposal:

1. To allocate \$5,000 of the Welfare budget to Student Breakfasts
2. To run a weekly Student Breakfast on Tuesday mornings at varying locations around Bedford Park & Sturt Campuses between weeks 2 & 13 (12 weeks).
3. To hire 2 casuals from this budget to run these Student Breakfasts as not to burden the Student Council with additional weekly tasks (please see budget table below).
4. The casuals will be required to setup, prepare, hand out, and pack-up the food for each week, as well as order the food and equipment for the following week.
5. The casuals will work closely with the Welfare Officer and take direction of food, locations, and other logistics from the Welfare Officer.

Item	Cost (Weekly)
2 Casuals, each for 4 hours per week (@ \$25/hr)	\$200
Equipment Hire & Food costs	\$300
TOTAL	\$500/week = \$5,000/10 weeks

Item 1.1 Budget Table

Recommendation: The Executive Committee recommends that the Flinders University Student Association adopts the above Proposal for Student Breakfasts, as outlined in 3.3 of the Executive Agenda for 28/06/2013, and begins the process to hire 2 casual staff to begin running Student Breakfasts from Week 2, Semester 2.

Moved: Brodie McGee, Student President in consultation with Christopher Sellwood, Welfare Officer

Seconded: Paul Harrison

7.1.2 Culture Budget Allocations

Preamble: The V.C. has allocated a fund of \$100,000 to bring 'Culture' back to campus at Bedford Park. \$10,687 has already been allocated to the Multicultural Debate and Multicultural Festival, leaving approximately \$89,313.

FUSA held two open student forums and compiled the data received at these with the feedback students provided to the Manager, Student Engagement around the overall spending of SSAF. The Forum's themes were also placed on Facebook for Student to vote on what they thought was most important.

Condensing the results from that poll, the outcomes were:

More/Bigger events & Parties	48 votes (includes parties, music, O-Week)
Campus Amenities	33 votes (microwaves, etc)
Extend Food Venue's Hours	29 votes
Arts	11 votes
Student Run Food Outlet	8 votes
Student Run Radio Station	7 votes

While some of the results highlight campaigns that the Student Council can take up, such as getting FCCS to extend their trading hours, the M,SE and S.P. strongly believe that this specific fund should not be spent on areas of the university that should already be covered under existing budgets.

Proposal:

The M,SE and S.P. have prioritised projects in accordance with the Facebook poll, but also with viable projects, qualitative data received via feedback processes and the scope of the University and FUSA, and has come up with the following list and budget allocation.

- **Events & Parties, \$37,000**
 - \$10,000 towards the Paint Party on Monday 29th July
 - \$5,000 towards the 80's party on Friday 2nd August
 - \$10,000 towards the Student Ball on October 18th
 - \$5,000 towards Semester 2 Refresher Week in general
 - \$5,000 towards the Hall's Toga Party
 - \$2,000 towards an Art Festival (launch Street Art on campus)
- **Event Equipment, \$17,500**
 - \$10,000 towards purchase of lighting equipment
 - \$7,500 towards purchase of outdoor/indoor cinema equipment
- **Amenities, \$11,500**
 - \$4,000 towards microwaves & benches
 - \$500 towards toasters
 - \$2,000 towards tables and chairs
 - \$3,000 towards sink installations
 - \$2,000 towards Straw bale Gazebo

- **Art Areas, \$3,500**
 - \$3,500 creation of a Street Art & Space
- **Shop Front, \$5,000**
 - \$5,000 towards shopfront in Shop 1
- **Student Media, \$15,000**
 - \$15,000 towards Radio Station, including speakers

Recommendation: The Executive Committee recommends that the Student Council endorse and approve the above proposed budget, as outlined in 3.4 of the Executive Agenda 28/06/2013, for the spending of the V.C.'s culture budget.

Moved: Paul Harrison

7.1.3 FCCS Consultation Framework

BACKGROUND

Key Strategy 3: *Enhancing the Student Experience* of the University's Strategic Plan, commits the University to creating an out-of-classroom environment that delivers a positive and vibrant experience for students. The University values the voice that students contribute to its decision-making and is committed to working with student representatives to enhance opportunities for effective student participation and advocacy.

Flinders University Student Association (FUSA) is the official student body responsible for representing the views and interests of students.

The objects of Flinders Campus Community Services (FCCS) as stated in the Rules, are to: *'...provide a range of facilities and services, including in particular food and beverage, sport and fitness, and related services to Students and the University Community.'*

FCCS provides important services and amenities for students on campus and it is crucial that student representatives have regular and ongoing input to the operations and plans of FCCS.

Section 13 of the Rules for FCCS states that a formal consultation framework must be established:

13. STUDENT CONSULTATION

13.1 The Board must establish a framework for regular consultation between the Association, the Manager, Student Engagement and the Student Council, as agreed between the parties from time to time, to seek the views of elected student representatives on the services that the Association is delivering or plans to deliver.

CONSULTATION FRAMEWORK

The Manager, Student Engagement (MSE) is responsible for ensuring open and effective communication and liaison between the University, FCCS and students. A range of consultation mechanisms are recommended to ensure that this is achieved and are outlined below:

Consultation	Occurrence	Attendees
Strategic	6 times per year	FCCS Board (including MSE), General Manager (GM)
Management	Weekly-Fortnightly	FCCS GM, FCCS Managers, MSE
Planning	Annually (Aug)	FCCS GM, FCCS Managers, MSE, Student Council (SC)

Strategic

The MSE is a director *ex-officio* on the Board of FCCS. Throughout the year on a strategic level, the MSE will be able to table and explore issues around commercial and service delivery issues with regard to the operations of FCCS. The General Manager (GM) of FCCS would be required to follow up and report to the Board on any matters requested.

The MSE could invite the Student President or delegate to attend a Board meeting to discuss any specific issues where it is deemed by the MSE that it is more appropriate that the Board hears directly from a student representative.

Management

The FCCS Management Team meets every Tuesday to discuss operational issues, upcoming events and provide Department updates. The MSE will attend these on a fortnightly basis and more regularly if their presence is relevant.

The purpose of this is to raise any operational issues with current, new or proposed services. The MSE could invite the Student President or delegate to attend the Management meeting to discuss any specific issues where it is deemed by the MSE that it is more appropriate that the FCCS Management Team hear directly from a student representative.

Planning

Planning would be conducted annually with a view that this would be pre Budget so that any service delivery changes would be factored in to the FCCS and FUSA/Office of Student Engagement Budget. As a result of bi-annual reviews, current services may require modifications or cancellation, and these can be discussed at an operational level.

Items for discussion:

- Student Services and Amenities Fee (SSAF) requests, allocations and joint proposals
- Current and new services would be discussed and planned

STUDENT CONSULTATION GROUPS (SCG)

These three groups will consist of key FCCS Management and staff; 6 students: 2 student representatives from Student Council (as selected by Student Council) and 4 Flinders University students (one of which is a representative of Clubs and Societies)

These meetings are formal: with a chair and minute taker.

O'Week/Refresher Week SCG

To be confirmed by the Transition Office.

Campus Engagement SCG

Regularity of Meetings: Once a Month

The focus for this SCG are:

- Student Spaces operated by FCCS
To explore and discuss ideas for potential refurbishment/improvement of student spaces, opening hours and other service delivery issues. Creating student spaces which are in line with student interests and needs, will help to create student spaces in which students feel comfortable and feel a level of ownership of space and in turn spaces will be more utilised.

- Student Events/Activities

To ensure student input into student events during the year. This will help to develop ownership of student activities and ensure relevancy

Food & Beverage Advisory Group

Regularity of Meetings: Once a Quarter

The focus for this SCG are:

- Food and beverage offerings/products sold
- Pricing
- Student discounts/deals
- Fair trade offerings

Recommendation: The Executive Recommends that the Flinders University Student Association endorses the above FCCS Consultation Framework, as outlined in 3.5 of the Executive Agenda 28/06/2013.

Moved: Dominiek Neall

7.2 Standing Orders – General Secretary

Currently the Student Council does not have standing orders, that is, a regulation that regulates the conduct and structure of meetings.

Motion that the Student Council accepts the outlined Standing Orders as a regulation of the Student Council.

Standing Orders

Definitions:

'meeting' – means an official meeting of Student Council

"Student Council" is the governing body of the Association;

1. Application

1.1. Subject to Clause 15 of these regulations, these regulations apply:

- a. To all official meetings of the Student Council; and
- b. To all persons present at a meeting of the Student Council

2. Expulsion

- 2.1. The Chair may expel any person from the meeting, including Student Council members, for behaviour disruptive to the conduct of business.
- 2.2. A Student Council member may only be expelled after at least one warning
- 2.3. The Chair may revoke an expulsion from the meeting for disruptive behaviour if they are satisfied that the disruptive behaviour has ceased and will continue to be ceased
- 2.4. A person expelled from a meeting of the Student Council is not barred from attending subsequent meetings of the Student Council

3. Dissent Motions

- 3.1. A voting member of Student Council may move a motion of dissent in any ruling of the Chair regarding the conduct of a meeting.

- 3.2. While the Student Council considers a motion moved pursuant to Clause 3.1, the chair must be vacated and passed to another Student Council member in accordance with the Constitution
- 3.3. Only the mover and the Student Council Member in which dissent is called may speak on a Dissent Motion for a maximum of 2 minutes.

4. Points of Order

- 4.1. If a breach of these Standing Orders occurs, a Student Council member may immediately raise a "Point of Order" regarding that breach with the Chair
- 4.2. A "Point of Order" must be heard immediately
- 4.3. The chair must allow Student Council members to briefly speak on a "Point of Order"

5. Agenda Items

- 5.1. All Matters for Decision must:
 - a. be submitted in writing to the General Secretary prior to the deadline for submission of Agenda items; and
 - b. be accompanied by a written Motion as well as a description and any applicable documents.
- 5.2. All Matters for Discussion must;
 - a. be submitted in writing to the General Secretary in writing and be forwarded to the General Secretary to be placed in the Agenda prior to the deadline for the Agenda; and
 - b. be accompanied by a written description of the proposed discussion.

6. Starring and Classification

- 6.1. Items on the agenda for meetings shall be classified either as Starred Items, Unstarred Items, or Confidential Items, as determined by the General Secretary or the President.
- 6.2. A copy of the agenda for each Student Council Meeting must be tabled at the beginning of each meeting with the General Secretary's or President's classifications of items clearly noted on it.
- 6.3. Any Student Council Member or any two Students may request at the commencement of a meeting for an item classified as unstarred to be starred
- 6.4. A Student Council member may put a motion "that all unstarred items are approved". If such a motion is carried, all Matters for Decision, Matters for Discussion and Matters to Note, that were unstarred, will be deemed to have been considered, put to the vote as provided in Clause 11 of these regulations, and passed.

- 6.5. Recommendations contained in Reports, however, will not be adopted by the Student Council unless a specific motion on the subject matter of the recommendation has been carried under Matters for Decision.

7. Commencement of the Meeting

- 7.1. Meetings shall, subject to the presence of a quorum, start at the time set in the notice
- 7.2. If no quorum is present within 30 minutes of the starting time set in the notice, the meeting lapses.
 - a. If a meeting lapses, then all business on the agenda of the lapsed meeting must be included on the agenda of the next meeting and must take precedence over any new business

8. Visitors

- 8.1. Official Visitors to meetings may be afforded speaking rights by the Chair or by a motion of Student Council.
- 8.2. Visitors may be afforded speaking rights by a motion of Student Council

9. Motions and Amendments

- 9.1. Motions must be moved and seconded to be considered. The mover of a substantive motion may, however, speak for one minute before a seconder is required.
- 9.2. Amendments must relate to the tabled motion
- 9.3. Amendments must be considered in the order which they are received by the Chair.
- 9.4. Where an amendment is before the Chair, only discussion relevant to that particular amendment will be allowed
- 9.5. Amendments must be dealt with by the Student Council when moved. An amendment to a motion, however, shall not be considered by Student Council until the mover of that motion has exercised their right to introduce it.
- 9.6. A motion may be amended either by resolution of the Student Council, or by the mover with the consent of the seconder.
- 9.7. An amended motion will be treated as the original motion.

10. Foreshadowed Motions

- 10.1. Where a motion is moved that is contradictory in meaning or intent to the motion tabled, it must be dealt with as a 'foreshadowed motion.'
- 10.2. For the purposes of this Clause the first tabled motion will be called the substantive motion.

- 10.3. The substantive motion and the foreshadowed motion must be debated together.
- 10.4. The substantive motion and the foreshadowed motion must be put to the vote at the conclusion of the debate.
- 10.5. The mover of the foreshadowed motion may exercise their right of reply in the order in which the Foreshadowed motion was moved.
- 10.6. The mover of the substantive motion may exercise their right of reply only after the mover of the foreshadowed motion has exercised their right of reply.
- 10.7. The Chair must only put the foreshadowed motion to the vote if the substantive motion is lost.
- 10.8. The Chair must put foreshadowed motions to the vote in the order in which they were moved.

11. Debate

- 11.1. Except by procedural resolution to the contrary, speakers must not speak for more than three minutes.
- 11.2. The mover of a motion or an amendment will introduce their motion or amendment.
- 11.3. A person wishing to speak will indicate that they wish to speak by raising their hand.
- 11.4. The Chair must take an exhaustive list of speakers after a motion or amendment has been introduced. The exhaustive list must be strictly adhered to.
- 11.5. No person may speak more than twice to any particular motion or amendment.
- 11.6. The mover has a right of reply.
- 11.7. Where two consecutive speakers have spoken either in favour or against a motion the Chair will invite the mover to exercise their right of reply, after which the Chair must put that motion or amendment to the vote. Where, in the opinion of the Chair, a motion is one of censure or no confidence the Chair must allow the person(s) against whom the motion is moved to speak after the mover's right of reply and before the vote is taken.
- 11.8. After the mover of a motion has exercised their right of reply the Chair shall put the motion to the vote.
- 11.9. If further discussion is required, a motion to suspend the Debate Standing Orders may be put, this motion has the effect of suspending all matters contained in Clause 11.

- 11.10. It may be motioned by a member of Student Council that the current speaker no longer be heard. The motion has the effect of denying the speaker's right to speak further on the motion.

12. Withdrawal of Motions

- 12.1. The mover of a motion or amendment may withdraw his or her motion or amendment at any time before it is put to a vote. In this occurrence, the seconder of that motion or amendment will then have the first option of taking up moving of that motion or amendment.

13. The Vote

- 13.1. The Chair may accept motions to which there is no dissent as carried without putting them to a vote. If a Student Council Member expresses dissent, the motion must then be put to a vote.
- 13.2. The Chair must read the motion or amendment aloud before it is put to the vote.
- 13.3. Where there is a foreshadowed motion the Chair must also read the foreshadowed motion aloud before putting the substantive motion to the vote.
- 13.4. The Chair must separately call for:
 - a. Those Student Council Members in favour of the motion;
 - b. Those Student Council Members against the motion;
 - c. Those Student Council Members abstaining from the vote

The Chair must then declare the result of the vote.

- 13.5. A Student Council Member may request a recount upon the vote being declared. Student Council Members are not required to vote as they did on the previous count.
- 13.6. The Chair or any three Student Council members may call for a Poll before the vote on that motion or amendment is taken.
- 13.7. A Student Council Member may request that the nature of his or her vote on the motion or amendment be recorded in the Minutes immediately upon the declaration of the result.

14. Duration of Meetings

- 14.1. No Student Council meeting may be longer than five hours in duration. The Chair must close a meeting of the Student Council when five hours have elapsed from the start of that particular meeting. If all the business on the agenda for consideration at that meeting has not been considered after five hours have elapsed and the meeting is closed, a Special Student Council Meeting to be convened on another day within a fortnight of the original meeting, to consider the remaining business and any other business that may have arisen in the intervening period.

- 14.2. Absence at a Special Student Council Meeting held in accordance with 14.1 shall be not considered an absence for the purposes of Clause 15.1 e) of the Constitution.

15. Suspension of Standing Orders

- 15.1. The effect of any of these Rules concerning the Standing Orders of Student Council may be suspended by a Resolution supported by at least two-thirds of those Student Council Members present and voting.
- 15.2. A Suspension of Standing Orders shall not affect the rights or duties of the Chair, the manner in which votes are determined or the right of any Student Council Member to move dissent in the ruling of the Chair as Chair of the Meeting.

16. Situations Not Considered

- 16.1. Subject to Clause 16.2, if a situation arises which is not covered by these Standing Orders, the Chair must act as they see fit provided that they act fairly and their actions do not bring the conduct of the Meeting into disrepute.
- 16.2. A decision made in accordance with Clause 16.1 may be overturned by a Resolution of at least two-thirds of those Student Council Members present and voting

7.3 Changes to Regulations for Duties of Office Bearers, & Student Council Members with a Portfolio – Welfare Officer; General Secretary

The proposed changes below have been suggested in order to correctly reflect the practice of Student Council.

Motion: That the Student Council accepts the outlined changes to the Regulations for Duties of Office Bearers, & Student Council Members with a Portfolio.

Moved: Christopher Sellwood

Seconded: Paul Harrison

This regulation specifies the duties of the office bearers of the Association and the Student Council members with a portfolio as specified in Clauses 9.1 and 9.2 of the Constitution.

1. The President shall:

- a) be the official spokesperson of students and the Student Council and make representations on behalf of students to the University, media, governments, and external organisations;
- b) Chair the Student Council;
- c) communicate the activities of the Student Council to students, using any means he/she considers appropriate;
- d) provide the Council with a written report of **their** activities as President **once a month at meetings of the Student Council;**
- e) provide assistance to Student Council Members and office bearers as required;
- f) be responsible for the implementation and coordination of the Student Council's education campaigns.

2. The General Secretary shall be responsible for:

- a) all monies of the Association;
- b) maintaining the financial records of the Association;
- c) keeping a register of all assets held by the Association;
- d) the preparation of an annual budget for the Association;
- e) the presentation of a financial report to each meeting of the Student Council meeting and the Annual General Meeting;
- f) calling General Meetings of members;
- g) being responsible for the inward and outward correspondence of the Association;
- h) maintaining up to date records of the Association's membership including contact details for members;
- i) Chair meetings of the Clubs and Societies sub-committee;
- j) **maintaining a record of financially and non-financially affiliated clubs;**
- k) **providing the Council with a written report of their activities as President once a month at meetings of the Student Council;**

3. Education Officer shall:

- a) chair the Student Representative Network;

- b) be responsible for the coordination and implementation of the Student Council's education campaigns as directed by the Student Council and in cooperation with the President;
- c) promote and facilitate student activity on education related issues;
- d) develop education campaign proposals for consideration by the Student Council;
- e) liaise with local, national and international organisations working on education issues;
- f) provide the Student Council with a written report of **their** activities as Education Officer **once a month at meetings of the Student Council**;
- g) liaise with the Education Action Collective, comprising of Flinders students.

4. Women's Officer shall:

- a) identify as a woman;
- b) act as an advocate on behalf of women students;
- c) be the spokesperson of women students;
- d) ensure that women students are referred to relevant campus or non-campus services in relation to personal and academic matters;
- e) liaise and network with other women's organisations and bodies on campus and outside of the University;
- f) be responsible for the coordination and implementation of campaigns on issues of importance to women students;
- g) provide the Student Council with a written report of her activities as Women's Officer **once a month at meetings of the Student Council**;
- h) liaise with the Women's Action Group, comprising of women students.

5. Welfare Officer shall:

- a) liaise and network with State and National welfare and community sector groups and peak bodies;
- b) be responsible for the coordination and implementation of the Student Council's welfare campaigns, as directed by the Student Council;
- c) provide the Student Council with a written report of **their** activities as Welfare Officer **once a month at meetings of the Student Council**.

6. Queer Officer shall:

- a) identify as Gay, Lesbian, Bisexual, Transgender, Transsexual, Intersex or Queer (GBLTTIQ);
- b) act as an advocate on behalf of Gay, Lesbian, Bisexual, Transgender, Transsexual, Intersex and Queer (GLBTTIQ) students;
- c) recognise the importance of sexual and gender diversity and seek to be inclusive of all members of the Gay, Lesbian, Bisexual, Transgender, Transsexual, Intersex and Queer (GBLTTIQ) community;
- d) liaise and network with other organisations that provide support to and representation for Gay, Lesbian, Bisexual, Transgender, Transsexual, Intersex and Queer identifying people;
- e) be responsible for the coordination and implementation of campaigns on issues of importance to Gay, Lesbian, Bisexual, Transgender, Transsexual, Intersex and Queer (GBLTTIQ) identifying students;
- f) communicate the views of Gay, Lesbian, Bisexual, Transgender, Transsexual, Intersex and Queer students to the Student Council;
- g) provide the Student Council with a written report of **their** activities as Queer Officer **once a month at meetings of the Student Council**;

- h) liaise with the Queer Action Group, comprising of Gay, Lesbian, Bisexual, Transgender, Transsexual, Intersex and Queer (GLBTTIQ) identifying students.

7. Postgraduate Students Officer shall:

- a) be a Postgraduate student;
- b) collect and provide information on the needs of Postgraduate students to the Student Council;
- c) liaise with other bodies that provide representation and, personal and academic support to Postgraduate students;
- d) be responsible for the coordination and implementation of campaigns on issues of importance to Postgraduate students;
- e) provide the Student Council with a written report of **their** activities as Postgraduate Officer **once a month at meetings of the Student Council**;
- f) chair the Postgraduate Students Sub-Committee comprising of Postgraduate students;
- g) communicate the activities of the Student Council to the Postgraduate Students Sub-Committee.

8. International Students Officer shall:

- a) be an International student;
- b) collect and provide information on the needs of international students to the Student Council;
- c) liaise with other bodies that provide representation and, personal and academic support to International students;
- d) be responsible for the coordination and implementation of campaigns on issues of importance to International students;
- e) provide the Student Council with a written report of **their** activities as International Students Officer **once a month at meetings of the Student Council**;
- f) chair the International Students Sub-Committee comprising of International students;
- g) communicate the activities of the Student Council to the International Students Sub-Committee.

9. Indigenous Students Officer shall:

- a) identify as Indigenous/Aboriginal or Torres Strait Islander;
- b) advocate on behalf of Indigenous students on campus;
- c) liaise and network with other organisations that provide support to and representation for indigenous people;
- d) be responsible for the coordination and implementation of campaigns on issues of importance to Indigenous students;
- e) communicate the views of Indigenous students to the Student Council;
- f) provide the Student Council with a written report of **their** activities as Indigenous Officer **once a month at meetings of the Student Council**;
- g) liaise with Yungorrendi, First Nations Centre for Higher Education and Research.

10. Environment Officer shall:

- a) be responsible for the coordination and implementation of the Council's environment campaigns as directed by the Student Council;
- b) promote and facilitate student activity on environmental issues;
- c) develop environmental campaign proposals for consideration by the Student Council;
- d) Chair the Environment Sub-Committee;
- e) liaise and network with Flinders University, State and National environment groups;

- f) provide the Student Council with a report of their activities as Environment Officer once a month at meetings of the Student Council.

11. The Social Activities Officer shall:

- a) be responsible for the ongoing organization and management of the activities deemed 'social' rather than political that are run under FUSA's name
- b) review, change and add to the FUSA Social Calendar as they seem fit, with the approval of Student Council
- c) be the contact point for FUSA members conducting campaigns with a social aspect
- d) utilize the other council members, in particular the Ordinary Members of Council to ensure successful events are conducted
- e) provide the Student Council with a written report of their activities as Social Activities Officer once a month at meetings of the Student Council;

12. The Abilities Officer shall:

- a) advocate for students who live with a disability
- b) advise the Student Council on any practice that may be deemed ableist, or may discourage those living with disabilities from joining or attending FUSA events
- c) run campaigns and work with similar advocacy groups, university staff, or others to ensure the best interests of students living with disabilities is taken into account
- d) provide the Student Council with a written report of their activities as Abilities Officer once a month at meetings of the Student Council;

7.4 Membership Regulations – Welfare Officer

FUSA should strive to be a respectable body and community leader. In order to maintain FUSA's status, it is important to ensure that members of the association cannot tarnish the reputation of the body. As a result, I recommend that the following sections be added to the membership regulations in order to have a means of recourse in situations that may bring the association into disrepute.

Motion: That the Student Council accepts the additions of 3.4 and 3.5 to the Membership Regulations.

3.4 Members must not bring the Association into disrepute.

3.5 Members must not work against the functions and purpose of the Association as outlined in the Constitution.

7.5 Election Regulations Changes

9.14 – Welfare Officer

The regulations currently do not specify that only Flinders University students may campaign for student elections on campus. This presents an unfair advantage to those who are able to secure outside help to campaign on campus. In the interests of fairness and equality, I urge Student Council to accept the following change to the Election Regulations.

Motion: That FUSA accepts the addition of 9.14 to the Election Regulations.

9.14 Only Flinders University students are allowed to campaign on campus.

12.3 – General Secretary

Whilst students are informed of the result of the election through an all student email, and through our social media, under the current regulations there is limited transparency. This change will enable not only candidates to request a full break-down of the election, but also voters and interested students. As a result, the election results will be transparent under this change.

Motion: That rule 12.3 of the Election Regulations be changed from:

12.3 The Returning Officer shall also inform the candidates of the result of the election, and on request, will inform each candidate in confidence of the number of votes cast for each candidate in the election.

To

12.3 The Returning Officer shall, on request of a student, inform that student of the number of votes cast for each candidate in the election.

12.3 – Tut Tut

12.3 The returning officer shall also make the results public by fully publishing the election results on the FUSA website.

7.6 EFTPOS at FlindersOne outlets – Welfare Officer

Students are known to not be the wealthiest of people. The Blue Duck Café currently has no eftpos (cash only) and a NAB ATM next to it. The only way for students without cash on them and a non-RediATM card to purchase lunch (as it's not open any other time) is for students to pay \$2 to use the ATM. Eftpos transactions are cheaper and more effective, they also remove the burden of having large amounts of cash.

Motion: That FUSA strongly encourages FlindersOne to install eftpos facilities at all their Point of Sales terminals.

7.7 Standardised Email Signature – Welfare Officer

In an effort to present FUSA as a professional brand all Student Council members are to adopt the same email signature. Email signature will be designed by the Media Officer, Steph Walker by 30th July.

Motion: That FUSA Student Council email signature is used from the 30th of July 2013 by all Student Council members for matters relating to Student Council or the association.

7.8 Compliance with Dietary Requirements – Welfare Officer

Some Student Council members have special dietary requirements and it is unfair for these members to sit and watch the rest of Student Council eat whilst nothing is provided for them.

Motion: That where catering for Student Council meetings occurs, food must be available for every Student Council member with consideration to special dietary requirements.

Moved: Christopher Sellwood

Seconded: Adriana Allman

7.9 Club Affiliations – General Secretary

Golden Keys International Honour Society

2. Purpose

2.1. The purpose of the club is to allow its members to realise their potential through the advancement of academic achievement, leadership and community service. Examples include but are not limited to:

2.1.1. participating in academic events, such as intellectual engagement events, and honorary member events

2.1.2. participating in leadership events such as leadership workshops and serving on the executive committee

2.1.3. contributing to community service events such as our mentoring program for struggling students

2.1.4. collaborating with other Chapters of Golden Key

Secular Society

2. Purpose

The purposes of the society are:

1. To promote secularism within Flinders University.

2. To promote secularism within the general community.

3. To promote individual rights, freedom of expression, equal opportunity, dignity and human rights, social justice, democracy, social and environmental responsibility.

4. To support the scientific method for the greatest good, with rational approaches to issues, using reason and evidence.

Matters for Discussion

8.1 Re-Assessing Availabilities for Meetings – Student President

Background: The Student Council nominated Tuesday night's at 6pm their best available time for after hour meetings. Since this decision has been made we have approximately 6 new council members, and we are about to move into Semester 2.

On 28/06/2013 I sent around a Doodle requesting people's availability to find out what is the best time.

Request:

That Student Council review their meeting times and ensure meetings are held at the most convenient time for the most number of people.

8.2 Mental Health First Aid – Welfare Officer

Mental Health First Aid is on the 27th & 28th of July. All day from 9:30am in room 329, Information Science and Technology Building.

I will need a list of Student ID numbers of all people attending by the 20th.

8.3 Postgraduate Students and mental distress – Postgraduate Officer

Background:

PG students are at higher risk than others for distress, depression and suicide. A member of the PG Reference Committee has brought this issue to our attention, reporting that she was aware of students fainting, possibly from sleep and food deprivation.

Many are struggling with a very low budget, children's needs, relationships, jobs, homesickness *and* study.

*This underlines the importance of FUSA's welfare programs and validates the provision of breakfast mornings. Other approaches to identifying sources of student distress and meeting these in appropriate ways, including health promotion messages is recommended.