

Acknowledgement: We acknowledge that we meet and work on the land of the Wurundjeri people of the Kulin Nation. We pay our respects to the Elders, past and present and recognize the strength, resilience and capacity of Aboriginal and Torres Strait people in this land.

Board Members in attendance	Jesse Gardner-Russell – President and Chair Yingchen Zhao, Junyi (Johnny) Zheng, Matthew Harper-Gomm (part), Rosalie Ritter-Jones, Bolor Jamiyandagva, Yujia (Lucy) Zhang	
Apologies	Nidhi Sikka (leave of absence)	
Other Attendees	Sajal Goundar – Chief Executive Officer (CEO) Danielle How – Manager Business Operations & Finance (MBOF) Christina Murambi – Manager Policy & Advocacy (as to part) Maddy Sawant – HR & OHS Officer (as to part) Eren Muller – Minute Taker	
Representative Council Observers	None	
Faculty Council Observers	None	
Absent (other attendees)	Kerry Tucker – Manger Engagement & Comms	
	<p>1 – FORMAL MATTERS</p> <p>1a. Welcome & Acknowledgment</p> <p>The President opened meeting at 4:07pm with welcome and acknowledgment.</p> <p>The President extended a warm welcome to Sajal Goundar – Chief Executive Officer (CEO) and Danielle How – Manager Business Operations & Finance (MBOF).</p> <p>Board Member Bolor Jamiyandagva president joined meeting at 4:10pm.</p> <p>The President reminded board members to forward identified Conflict of Interest/s to the General Secretary – <i>Noted</i></p> <p>1b. Attendance</p> <p>1c. Declarations of Interest</p> <p>No new declarations. <i>Refer to Board Policies</i></p> <p>1d. Minutes & Follow-up log actions (Attachment 1d)</p> <p>Motion: The minutes of the GSA Board meeting held on 23 February 2023 be accepted without amendment.</p> <p>Moved: President, Jesse Gardner-Russell</p> <p>Seconded: Board member, Bolor Jamiyandagva</p> <p>Motion is Passed with all in favour, no one against.</p> <p><i>Circulars for ratification:</i></p> <p>No items for ratification.</p> <p><i>Circular resolutions for ratification:</i></p> <p>Motion: That Xiangyu (Brian) Su to be granted a leave of absence under s 9.14 of the GSA Constitution for the day 23/03/2023.</p> <p>Moved: General Secretary, Yingchen Zhao</p> <p>Seconded: Board member Rosalie Ritter-Jones</p> <p>Motion is Passed with 8 in favour, no one against.</p> <p>RATIFIED</p>	<p>Responsible person, time Allocated</p> <p>President 5 minutes</p>

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<p>1f. Meeting to move in camera</p> <p>Procedural Motion: That the meeting move in camera</p> <p>Motion is Passed with all Board Members voting in favour to move in camera.</p>	
<p>5 – BOARD REPORTING – (Attachment 5a-g)</p> <p>5a. President Update on GSA Board, RC, external stakeholder issues and other meetings (Attachment 5a)</p> <p>President reported to board on the changes to the Board Report format. The President will forward the template to board members to assist in going forward with the new reporting format - <i>Noted</i></p> <p>The President provided board members with context and reasoning of the new Board Reporting format to move away from operational reporting and focus on the representation of graduate students. The new format will enable the Board focus in areas that include, strategic planning, brainstorming with innovative ideas and programs that board members can bring to future board meetings to be shared, nurtured and implemented to further engage and support our students. The President added board meetings are a great opportunity to look at where do we think the organisation should be heading in the next month, and potentially the next six months and beyond.</p> <p>The President added that the new reporting format will assist the CEO and management to have a clear understanding of where the board’s priorities and focus and strategy is, in the short and long term.</p> <p>The President invited board members to use the opportunity to think about what work and areas the Board can focus on.</p> <p>The President presented in the new report format.</p> <p>High priority - Governance Action Items for noting include:</p> <ul style="list-style-type: none"> • SSAF Agreement – President and CEO will meet with the Chancellery on Monday 3 April to finalise, sign off agreement. • Strategic Plan Review – Body of work for a Board Working Group, to review the strategic plan with managers and assess how we have met the aims and parts not met. • 2024 work for the board, after review. Important for governance and direction setting. • Review into Governance change/new Constitution – part of necessary audits into policies, etc. <p>High priority - Advocacy Items for noting include:</p> <ul style="list-style-type: none"> • Student Voice – The President has worked closely with the Senior Policy and Advocacy Coordinator, Razi Pilli. The President reported on recent positive updates, including: <ul style="list-style-type: none"> ○ Created a very strong work relationship with the Project Manager for the Melbourne University Forum. They are now looking to us, and listening, to our recommendations. The new model will hopefully augment GSA advocacy. ○ The first Student Forum will be run on 21st April. We are currently working on finalising recommendations age UMSU onboard with support. • Dual Delivery/Online Lecture Recordings – Report to be sent Tim Brabazon and Jamie Evans to investigate cases of no lecture recordings. There is a long term need to push 	<p>Board 10 min</p>

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for strong implementation of ASE commitments. The President reported on recent updates including:

- Compiling a list, we received from students where they didn't have a lecture recording, which the President will forward on to Tim Brabazon and Jamie Evens to investigate. The President asked for the board's assistance, if you know of any classes where students have experienced any issues, please forward on to the President.
- Implementation of new Committee Representative model – This new model has been accepted by the Policy and Advocacy team. It will be a hybrid of the Graduate Representative Network with preferential appointment of GSA RC, FC and Board representatives.
 - The President reported that he is currently working with the Policy and Advocacy team in finalising the new model and is going well. Currently focusing on reviewing committees GSA is on, identify what are the new decision-making bodies and what communities we can leverage to help students.
- Graduate Welcome – Investigate why GSA was not invited.

High priority - Representation Items for noting include:

- RESEPECT – Colleges round table commence soon, RESECT meetings and workshops remain productive. Annual report out. Passed to Policy and Advocacy team.
- Elected Reps – Need to follow up on several items, Governance priorities first preference.

High priority - Stakeholder Items for noting include:

- The President had his first meeting with the Deputy Vice Chancellor International, Michael Wesley.

5a i. Academic Board Key Summary March (Attachment 5a i)

President provided the Academic Board meeting for noting, highlighting key items discussed at the meeting, including:

- Graduate Outcomes.
- Digital In-Place Exams Project update.
- Timetabling

Board Member Rosalie Ritter-Jones: enquired of the commencement of Strategy Planning, when do you envisage will commence?

President: advised that the strategic planning will be in two stages. First phase is reviewing the current plan, and what and how the operational plan has been in meeting those objectives. Second phase is planning the 2024, which is a new strategic plan.

Board: discussed the planning of putting in place a Strategic Working Group.

President: advised he and the General Secretary can draft a Terms of Reference and provide at the April Board meeting. The Board decide on members for the Working Group and same members working on the reviewing and also development of second phase once review is completed.

Board: Agreed – *Noted.*

Board Member Bolor Jamiyandagva: enquired of the Graduate Welcome, why GSA was not invited.

The President: advised he will be meeting with key stakeholders to investigate and will report findings to board members – *Noted.*

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CEO: Commended the President’s creation on the new template (format) of Board Reporting, as very helpful and brings a lot of strategy guidance for senior management and the CEO. It also shapes the board’s discussions and the way to go moving forward.

President asked board members to report on one item that they will be working on for the next month.

5b. General Secretary Report (Attachment 5b)

The General Secretary’s report is noted as read.

The General Secretary highlighted:

- Onboarding process, including training materials with HR Officer.
- Discussions and arrangement of AGM events implementation with former CEO and returning Officer.
- Meeting with staff, discussions of current processes.

The General Secretary’s focus for next month:

Student Engagement with Staff

- General Secretary will continue to work with the HR Officer to further review how we can streamline the process of students engaging with staff members.
- Provide clear instructions of processes, correct point of contact and processes.
- Currently Drafting a model with input from Representative Council members and Management to ascertain the current process of interactions and the best way forward for all parties.

Elections 2023:

The General Secretary reported that the Elections open Monday 3 April, closing on Friday 14 April. The General Secretary advised board members to reach out if they need any support or advice, please contact the General Secretary.

Weekly Updates:

The General Secretary sought board’s feedback on the weekly updates, does it enhance the participation of students. Board discussed.

Board: agreed the weekly updates are informative, enhance student participation and look forward to a weekly summary and informed of currently and reminders of happenings.

CEO: thanked the General Secretary, in particular, the past few weeks. Yingchen has worked tirelessly in terms of maintaining stability in the organisation due to the recent changes.

5c. Vice President Report

The Vice President’s report is noted as read, no items to note.

The Vice President’s focus for next month:

Faculty Council:

- Faculty Council meeting will be held 12th April
- Will reach out to the Policy and Advocacy team to ascertain what areas of advocacy they are currently working on in which the Faculty Council can provide input on any current projects.
- Look into different committee reps’ spots to we have and identify which ones are relevant to the Faculty Council. Offer to those roles to the faculty councillors where relevant.

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<p>○ Reach out to some Representative Council members to identify if they are currently working on any projects that faculty councillors can assist.</p> <p>The Vice President advised the board that the April Faculty Council meeting will be his last as his term as board member comes to an end.</p> <p>5d. Treasurer Report Verbal report, no items to note.</p> <p>The Treasurer’s focus for next month:</p> <ul style="list-style-type: none"> ○ Representative Council Expenditure Policy amendment. The Treasurer has been working on amendments to the RC Expenditure Policy and will meet with the MBOF next week. The Treasurer is hoping to finalise and have approval to amendments and take to the board for approval. ○ Continue with the GSA Ball Working Group. ○ Attendance of the Melbourne plus meetings, inviting board members, should they wish to attend <p>Board discussed the Melbourne Plus bi-monthly meetings, Board invited board members should they wish to attend.</p> <ul style="list-style-type: none"> ○ The Treasurer would like to be involved in Strategic Planning, being part of the Working Group. <p>Treasurer: advised he would also a system that included updates on Working Groups.</p> <p>President: suggested ‘Working Groups’ is listed as Agenda item for the April board meeting - <i>Noted.</i></p> <p>Board discussed attendance of the Melbourne Plus meetings, items discussed, etc. Board member Jamiyandagva advised they would like to attend – <i>Noted.</i></p> <p>CEO: is looking forward to working with the Treasurer, agreeing that it is an important task undertaking a health check of processes, and policies.</p> <p>5e. Nidhi Sikka The Board Member’s report is noted as read, no items to note.</p> <p>Board Member Nidhi Sikka’s focus for next month:</p> <ul style="list-style-type: none"> ○ Sustainability ○ Green Impact Program. Nidhi is current working with the Environmental & Sustainability Representative Officer in creating a template for the new incoming Officer. <p>5f. Rosalie Ritter-Jones The Board Member’s report is noted as read, no items to note.</p> <p>Board Member Rosalie Ritter-Jones’ focus for next month:</p> <ul style="list-style-type: none"> ○ Election. ○ Rosalie would like to be involved in Strategic Planning, being part of the Working Group. <p>5g. Bolor Jamiyandagva The Board Member’s report is noted as read, no items to note.</p> <p>Board Member Bolor Jamiyandagva’s focus for next month:</p> <ul style="list-style-type: none"> ○ Continue to represent GSA in the Teaching and Learning Quality Assurance Committee. ○ Attend the bi-monthly Melbourne Plus meeting. 	
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<p>President: advised board members of the importance of being involved in Academic Board Sub Committees in building stronger networks and key relationships.</p> <p>5h. Yujia (Lucy) Zhang The Board Member’s report is noted as read, no items to note.</p> <p>Board Member Lucy Zhang’s focus for next month:</p> <ul style="list-style-type: none"> ○ Election. ○ Annual Report – Lucy would like to assist, focus on the financial statement section of the report. <p>Board sought clarification of GSA Financial Year. CEO: confirmed the Financial Year period is January – December.</p>	
<p>6 – MATTERS FROM THE REPRESENTATIVE COUNCIL</p> <p>6a. Minutes of Representative Council Meeting (Attachment 6a) The minutes of the GSA Representative Council meeting held on 22 March 2023, to be noted.</p> <ul style="list-style-type: none"> • RC Minutes, noted. <p>President: advised board members, that he has created a new reporting template for Representative Council members.</p> <p>6b. Recommendations from the Representative Council for Board consideration No Representative Council items for Board consideration.</p>	<p>President 5 min</p>
<p>7 – MATTERS FROM THE FACULTY COUNCIL</p> <p>7a. Minutes of Faculty Council Meeting - March No Faculty Council meeting held in March, next meeting is scheduled for 12th April,</p> <p>7b. Recommendations from the Faculty Council for Board consideration <i>No recommendations for March.</i></p>	<p>President 5 min</p>
<p>Meeting concluded 6:45pm</p>	
<p>Next Board Meeting – 30 April 2023</p>	