

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, Bolor Jamiyandagva, Amin Abedini, Rosalie Ritter-Jones, Nidhi Sikka, Yujia (Lucy) Zhang	
Apologies		
Other Attendees	Sajal Goundar – Chief Executive Officer (CEO) Kelvin Hoang – Manager Business Operations & Finance (MBOF) Liana Moore – Interim Manger Student Engagement Eren Muller – Minute Taker	
Observers: Representative and Faculty Council members	Reymond Pepito – FC	
Absent	Christina Murambi – Manager Policy & Advocacy, Apology	
	<p>1 – FORMAL MATTERS</p> <p>1a. Welcome & Acknowledgment</p> <p>The President opened meeting at 4:08pm with welcome and acknowledgment.</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 27th September 2023 be accepted without amendment. Moved: President, Jesse Gardner-Russell Seconded: Treasurer, Junyi (Johnny) Zheng Motion is Passed with 5 in favour, 3 abstained (Rosalie Ritter-Jones, Nidhi Sikka, Yujia (Lucy) Zhang, no one against.</p> <p><i>Circular resolutions for ratification:</i></p> <p>Motion: That Will McHenry to be granted a leave of absence under s 9.14 of the GSA Constitution for the period from 16/10/2023 to 23/10/2023. Moved: General Secretary , Yingchen Zhao Seconded: President, Jesse Gardner-Russell Motion is passed: All in favour, with no one abstain and no one against. RATIFIED</p> <p>Motion: That Nonica Gurralla to be granted a leave of absence under s 9.14 of the GSA Constitution for the period from 18/11/23 to 10/12/23. Moved: General Secretary, Yingchen Zhao Seconded: Vice President, Rosalie Ritter-Jones Motion is passed: All in favour, with no one abstain and no one against. RATIFIED</p>	<p>Responsible person, time Allocated</p> <p>President 5 minutes</p>

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<p>Motion: That Amin Abedini to be granted a leave of absence under s 9.14 of the GSA Constitution for the period from 23/11/2023 to 16/12/2023.</p> <p>Moved: General Secretary</p> <p>Seconded: Treasurer, Junyi (Johnny) Zheng</p> <p>Motion is passed: All in favour, with one abstain (Board Member, Amin Abedini) and no one against.</p> <p>RATIFIED</p> <p>1e. Meeting to move in camera</p> <p>Procedural Motion: That the meeting move in camera</p> <p>All Board Members voting in favour to move in camera, with no one against. Motion is Passed.</p>	
<p>2 – BOARD REPORTING – (Attachment 2a-g)</p> <p>2a. President Update on GSA Board, RC, external stakeholder issues and other meetings (Attachment 2a)</p> <p>Meeting resumed at 6:00pm.</p> <p>The President’s report is noted as read.</p> <p>The President summarised a busy and fruitful month, noting major highlights including:</p> <ul style="list-style-type: none"> • GSA Survey has been an idea which I spawned with Christina months ago, and it has been great seeing people slowly pick it up. We negotiated an agreement with the University to have the university send an initial email to all of the students on Friday 13th of October. By Friday 20th October, we had 3300 responses. After our follow up email to the members, we have since reached 5100 responses. Therefore, we have already beaten our stretch target. • Werribee event, held on Friday 20th October was a massive success, and saw over 300 DVM students attend. This was truly the culmination of the Presidents effort from the last 12 months, and involved a lot of stakeholders (internal and external). This was a great proof of concept of how we should approach events by getting stakeholder buy-in to drive the success and streamline the planning process. While more pre-work is required initially, the long-term payoff is greater. • Ball – Plans for the Ball are progressing well, the tickets have almost all been booked, with 350 tickets selling in 5 hours. The venue, theme and tickets are finalised and all that is remaining is the menu – which will be finalised with the board in the closed section of today’s board meeting. • Southbank – The President and CEO have determined the Southbank graduate areas and are investigating how to utilise and improve the areas. • Representative Space – has been uplifted and is highly utilised now. This should hopefully translate into a higher engagement between all the reps and potentially drive collaboration. • Engagement of Representative and Faculty Council – We have seen a very high level of engagement from the Representative Council and a much-improved level of engagement from the Faculty Council this year. <ul style="list-style-type: none"> ○ The Team Building day, was a great success with 22 representatives. The President is looking into holding an additional Team Building during the semester break. 	<p>Board 20 min</p>

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- External Stakeholders Meetings
 - President has secured a regular standing meeting with the Monash Graduate Association President. The President advised the board of collaboration in gaining insights of how Monash conduct their surveys.
 - President will meet with the Postgraduate Officer from the Latrobe Student Union.
 - President has reached out to the Adelaide University Postgrad representative.
 - President has reached out to the Queensland Union President.
- CAPA – President received a response from CAPA. The President provided the board with a brief of the telephone discussion with the CAPA President, noting:
 - The CAPA President advised the GSA President that they will be sending details and information requested by GSA, via an email. To date, we have not received an email from CAPA.
- Student Voice Round Table, follow up – The President had a meeting with the Minister, Jason Clare’s office - Education Ministers Office (Federal) to discuss the Sexual Misconduct Action Plan.
 - The President secured a place for GSA’s Policy and Advocacy team in developing the action plan and have a seat at the table.
- Focus – for upcoming month
 - Working Group, meeting.
 - Committee reps – The President is currently working with The Policy and Advocacy team as it identifies reputational risks to GSA. Looking to implement a new model to give us greater oversight and ability to respond rapidly.
 - Faculty Council Email – The President recommends that we implement dedicated email accounts for the faculty council members, so we have consistency, is more inclusive and improves tracking for all elected council members.
 - Faculty Council Role – The President recommends that we review and further define the faculty council role and the remuneration, if the sitting fee is adequate, given the very positive advocacy work and event work undertaken.

The President advised the board, further discussions and planning will be required in changing the model as is a bigger project than initially anticipated.

General Secretary: reiterated importance of awareness of confidentiality, either being a GSA representative or general student member advocating through GSA are still representing the general students including, all works with GSA, during their role when at GSA are required to maintain confidentiality.

2b. General Secretary Report (Attachment 2b)

The General Secretary Report is noted as read.

The General Secretary highlighted items focused on including:

- SEDS Review and Focus Group.
- Student Casual Recruitment – the General Secretary met with the HR Officer and Treasurer to touch base on the requirements and resources needed to approach the student casual recruitments and how we would like to develop our own casual recruit processes and procedures. The timeline is critical and requires action before the end of 2023 in readiness to commence the recruitment in February 2024.

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- Elections – planning for the timing of the 2024 elections. The General Secretary thanked the CEO for confirming the tribunal members, formalising the appointment letters and email correspondence with tribunal members.
- Returning Officer Recruitment – the General Secretary will be working on the recruitment of the returning officer in the final months of 2023.
- Working Group – General Secretary chaired the first Constitution, Electoral Regulations & Governance Charter Working Group meeting on 13 October:
 - The Working Group approved the engagement of lawyers and other motions to initiate the progress. Actions from the meeting are noted on the Working Group Action Items register.
- Leave of Absence (LoA) – General Secretary has been working on the LoA records table, to provide more transparency.
- Fortnightly Update – General Secretary is currently working with the Comms team to identify best way forward for the fortnightly updates, so they are clearer and more accessible.

2c. Vice President Report (Attachment 2c)

The Vice President’s report is noted as read.

The Vice President highlighted items focused on including:

- Faculty Council Meeting – held on 25 October. The meeting went well however, noted that the meeting was shorter than the allocated time. Looking at changing the schedule/timeframe.
 - Faculty council members are very engaged with their faculties and are looking into opportunities to collaborate to run events with their budgets and planning orientation for semester 1, 2024.
- Attendance of the Constitution, Electoral Regulations & Governance Charter Working Group meeting on 13 October.
- Grad Group Working Group – the Vice President chaired the first Grad Group Working Group on 23 October.
- Stakeholders – the Vice President has had meetings with a number of Faculty Associate Deans, Associate Directors and Deputy Deans.

President: asked if there was much discussion about the budget allocation, for faculty?

Vice President: advised that faculty council members are sending in questions by emails and have sent in proposals, no additional questions were raised at the Faculty Council meeting. The members were reminded of the budget allocation.

President: asked the Vice President to send through the proposals for the President’s approval – *Noted.*

2d. Treasurer Report (Attachment 2d)

The Vice President’s report is noted as read.

The Treasurer highlighted items focused on:

- Budget 2024, reviewing with MBOF
- Reconciliation Action Plan, to be followed up with Interim Manager Student Engagement and now in the process of initiating conversation with relevant stakeholders.
- Casual Recruitment.

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- Victorian Pride Centre visit, meeting with staff from Victoria Pride Centre. Contact passed onto the Queer Officer.

Faculty Council member Reymond Pepito joined meeting at 6:40pm

2e. Nidhi Sikka (Attachment 2e)

Board Member Nidhi Sikka’s report is noted as read.

Board Member, Nidhi highlighted items focused on:

- Attended regular meetings including FRAC, APC and SPC.
- Working with the Interim Manager Student Engagement on the agenda items for the Working Group for which will be held next week.

President: asked about the Green Impact Project status.

Board Member, Nidhi Sikka: advised due to the incomplete handover to the incoming Environmental and Sustainability Officer and working on other projects, we were unable to start up the green impact project this year however, it will be part of the handover and hopefully will start up in 2024.

Board Member, Bolor Jamiyandagva: enquired if the green impact project includes the green waste collections.

Board discussed: Board members Nidhi Sikka, Bolor Jamiyandagva and Environmental & Sustainability Officer will meet for a ‘think tank’ discussion for the green impact project – *Noted.*

2f. Yujia (Lucy) Zhang (Attachment 2f)

Board Member Yujia (Lucy) Zhang report is noted as read.

Board Member, Yujia (Lucy) Zhang highlighted items focused on:

- GSA Ball.
- Health Promotions Program (HPP) finance funding assistance request. Board member Lucy Zhang provided the board with additional information.

Board discussed: best options to provide funding assistance with budget allocation to the HPP including, option for the HPP to establish a grad group.

2g. Bolor Jamiyandagva (Attachment 2g)

Board Member Bolor Jamiyandagva’s report is noted as read.

Board Member, Bolor highlighted items focused on:

- Attended meetings including APC, RC and team building event .
- Supporting Advocacy and Policy team in attending the Werribee Survey Day event.
- Will meet with the Policy and Advocacy team to brainstorm on issues concerning the TALQAC and APC meetings and attend the first meeting for the Strategic Plan 2025 – 2030 Working Group.

2h. Amin Abedini (Attachment 2h)

Board Member Amin Abedini’s report is noted as read.

Focus for the upcoming month includes:

- Attendance of meeting and the team building event.
- Distributed GSA placement experiences survey and focus group invitation to part of the medical student cohort.
- Attendance of the Constitution, Electoral Regulations & Governance Charter Working Group meeting on 13 October.

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<p>3 – MATTERS FROM THE REPRESENTATIVE COUNCIL</p> <p>3a. Minutes of Representative Council Meeting – 18 October (Attachment 3a) The minutes of the GSA Representative Council meeting held on 18 October 2023, to be noted.</p> <ul style="list-style-type: none"> • RC Minutes, noted. <p>3b. Recommendations from the Representative Council for Board consideration <i>No Representative Council items for the Board’s consideration for October.</i></p>	<p>President 5min</p>
<p>4 – MATTERS FROM THE FACULTY COUNCIL</p> <p>4a. Minutes of Faculty Council Meeting – 25 October</p> <p>4b. Recommendations from the Faculty Council for Board consideration <i>No Faculty Council items for the Board’s consideration for October.</i></p>	<p>Vice President 5 min</p>
<p>5. MATTERS FROM WORKING GROUPS</p> <p>Purpose: To inform the GSA Board about the work and recommendations from the working groups.</p> <p>5a. Minutes & Recommendations from Grad Group Working Group Presenter – Vice President, Rosalie Ritter-Jones</p> <p>Meeting held on 23 October – Minutes to be circulated for Board approval – Noted. The Vice President reported on the Grad Group Working Group meeting including Recommendations for board approval:</p> <p>Grad Group Working Group Recommendations</p> <ol style="list-style-type: none"> 1. The grad groups working group recommends that the end of year event funding for each grad group be increased from \$100 to \$350, with the condition that groups meet their compliance requirements and other checks need to be done accordingly. 2. The grad groups working group recommends that the grad groups funding model change from a reimbursement model to a model consistent with the special grants model, where grad groups submit a budget proposal in advance of each semester outlining their planned events and activities, and pending approval and compliance, receive funds up front. This would also include the same acquittal process as we currently use for special grants. <ul style="list-style-type: none"> ○ To have a document outlining the new model requirements (together with templates as attachment) and have it submitted for approval by end of January. The document should also have a timeline of due dates etc. ○ The new model should commence from semester 1, 2024. ○ Trainings to be provided to grad groups on how they can use the proposal template to request annual funding and how the acquittal will work. <p>Motion: That the GSA Board endorses the recommendations made by the Grad Group Working Group on 23 October. Moved: Vice President, Rosalie Ritter- Jones Seconded: President, Jesse Gardner-Russell Motion is Passed with all in favour, no one against.</p>	<p>Board</p>

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<p>5b. Minutes & Recommendations from Strategic Advocacy Working Group Presenter – Treasurer, Junyi (Johnny) Zheng No meeting held in October</p> <p>5c. Minutes & Recommendations from Constitution, Electoral Regulations & Governance Charter Working Group Presenter – General Secretary, Yingchen Zhao</p> <p>Meeting held on 13th October – Minutes (Attachment - Diligent) The General Secretary reported on the Grad Group Working Group meeting including Recommendations for board approval:</p> <p>Constitution, Electoral Regulations & Governance Charter Working Group Recommendations.</p> <ol style="list-style-type: none"> 1. Proposed changes to the Electoral Regulations with Moores Legal. 2. Organise Consultation Position. 3. Legal Work for GSA’s Constitution, Electoral Regulations, and Governance Charter in line with the approved timeline. 4. Recruitment for Returning Officer. <p>The General Secretary advised the board that the Constitution, Electoral Regulations & Governance Charter Working Group recommendations from the October meeting are noted in the Working Groups Action Items Document. The General Secretary advised the board that the working group will organise another working group meeting to discuss the recommendations received, and encouraged board members to forward suggestions or recommendations to the General Secretary.</p> <p>Motion: That the GSA Board endorses the recommendations made by Constitution, Electoral Regulations & Governance Charter Working Group on 13 October: Moved: General Secretary, Yingchen Zhao Seconded: President, Jesse Gardner-Russell Motion is Passed with all in favour, no one against.</p> <p>5d. Minutes & Recommendations from Strategic Plan Working Group Presenter – President, Jesse Gardner-Russell No meeting held in October</p> <p>5e. Minutes & Recommendations from International Graduate Students Working Group Presenter – Board Member, Nidhi Sikka No meeting held in October</p>	
<p>6 – OTHER BUSINESS</p> <p>6a. Questions and other business from observers No questions from observers</p> <p>6b. Meeting to move in camera. Procedural Motion: That the meeting move in camera. Moved: All Board Members vote in favour to move out of camera – motion carries</p>	<p>President 5 min</p>



GSA Board Meeting Minutes

25 October 2023 4.00pm – 7.00pm

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Meeting concluded 7:41pm

Next Board Meeting – Wednesday 29 November 2023