



## JCU Brisbane Student Association Minutes

Date: 27.04.2021

Time: 12.30pm – 1.30pm

### Minutes from Agenda

1. Attendees: In person (Alibek, Kunal, Manasvi, Tanvi, Virginia, Tanaswi, Daksitha, Juliana, Quentin, Brett, Ben, Renuka, Asmita, Cassandra, CJ), By Teams (Ritik, Randhir)

2. Apologies: Dr Ashley Orth, Reginaldo, Sitora

Welcome from the Chair - Quentin welcomed all.

A warm welcome back to Brett Vance, Brett to confirmed his role

3. Safe Environment and Practices

- No reported concerns

4. Confirmation of minutes 23.03.2022  
Previous minutes taken as read. Confirmed by Alibek and Ben  
No business arising to date on either minutes.

### Key Actions from previous minutes

#### 2020/2021

Refer the Action Table as 23.03.2022

#### Actions completed:

No action completed and carried

#### All Actions carried over:



## JCU Brisbane Student Association Minutes

Refer to Action Table

### Club Actions

Refer to Action Table at the end of the Minutes

#### 5. Correspondence In:

Feedback from Townsville in relation to Graduation support

Nomination for Treasure TR2 - CJ

#### Correspondence Out:

- Letter to StudentOne as to request approval for the DIY activity related to the Multicultural Lunch

#### 6. Reports

##### Presidents Report

- Alibek gave a brief overview of the progress of events and activities for TR1, the new Executive Committee leading into TR2 and what is required from the Association for TR2 and TR3
- Alibek presented the new Executive Team from TR2\_2022.
  - Manasvi Dabholkar - President
  - Kunal Gurnani – Vice President
  - Daletisitha Karunaratne - Secretary
  - Charl Jacques du Plessis (CJ) – Treasurer

It is to be noted that the above positions have been advertised for some months without interest until now. Given no one else applied no elections are required.

- The PowerPoint is saved in the Student Association Teams folder Meetings – Meeting 27.04.2022

Alibek has contacted Townsville in relation to the Student Advisory Forum. They are to confirm with us when is the next meeting.

##### Advisors and Financial Report



## JCU Brisbane Student Association Minutes

Quentin presented an update on the Socials and Club interest, posters developed with QRcodes that will direct students to the SA Instagram and Facebook pages and have them follow.

Also enable a register of interest for particular Clubs so they can add it to their WhatsApp group.

Presented posters as created by Rigolo

For a number of Trimesters we have been speaking about student engagement. We need to determine what services/support/activities students would like to see occur on Campus. This question can be put to students when asking for feedback on the 2022 SSAF Budget.

### **Financial report**

Finalisation of 2022 SSAF Budget – Review budget on screen

Feedback from Townsville:

- Unable to support Graduation Gown Hire as it doesn't sit within the 19 Categories. SSAF are there to support nonacademic activities
- To date expect a \$100,000 top up.
- All other line items accepted.

Further feedback from the floor was:

To open up a line for Barista courses supported by SSAF (Hospitality Club). Should such a course be possible then a special motion will be put to the Association to allocate funds.

To combine the Cultural and Celebration lines into one line and call it 'Special Celebration Events'

Quentin proposed the following motion as to finalise the SSAF 2022 Budget so it could be presented to the wider student cohort for feedback.

Upon apply the further feedback to the SSAF 2022 Draft Budget, the budget is to be approved and presented to the wider student cohort for 2 weeks for feedback. Approved by CJ and seconded by Alibek.

Meeting with Kathleen undertaken and feedback was:



## JCU Brisbane Student Association Minutes

	<ul style="list-style-type: none"> <li>▪ Direct funds to Peak Body collaboration as to enable conference participation</li> <li>▪ Extending Orientation to our Offshore students</li> <li>▪ Endeavour to capture volunteers and recognise via a digital certificate on LinkedIn</li> <li>▪ Upon students reviewing the 2022 SSAF Budget, ensure the communication allows for questions ie What do you see as a priority? What is important to you? What would you like to see?</li> <li>▪ SRI and RBS included in events and activities as to promote inclusiveness as the majority of students are on a pathway. Funds transfer to cover costs can occur.</li> <li>▪ Hoodies for sale and funds return to the Association</li> </ul> <p>In relation to liaising with peak bodies in particular CISA, this is something that Kunal will take on.</p> <p><b>Miscellaneous:</b>  Reminder that we have three credits in place that need attention:  Currumbin Sanctuary  Zip Line Credit – 4 vouchers  Credit for Le Bon Choix – 9 Chibatas  Woolworth and BigW Gift Cards still available = \$3,600 + 850 = \$4,450</p>
<p>7. Upcoming events for planning</p>	<ul style="list-style-type: none"> <li>• Moreton Island Mindfulness Trip – 28.04.2022</li> <li>• Multicultural Lunch combined with PitStops – 4 May 2022, inclusive of an Art DIY – Support required <ul style="list-style-type: none"> <li>○ Official request made to StudentOne</li> <li>○ Posters being created as to align with menu</li> <li>○ Drinks, cutlery etc ordered</li> </ul> </li> </ul> <p>Question if the Flags from the ground floor could be taken to the event. Quentin to confirm</p> <ul style="list-style-type: none"> <li>• Lone Pine trip – 19 May, support required to crowd control and give out water and chips.</li> </ul>
<p>8. General Business</p>	<p>Nil</p>



## JCU Brisbane Student Association Minutes

<p>9. New Business</p>	<p>New look JCUB Orientation being developed. The concept is to introduce a true O Week, where all staff and Student Association being involved. Some members already on the Working Party.</p> <p>Welcome Pack contents to be discussed, items such as a badge, cap, t-shirt, journal and info magnet would be of value. Quentin noted that not all items could be included as it would exceed the budget.</p> <p>Trade in one Xbox and Games, due to students not using them. Purchase a Nintendo Switch as to enable a quick game. I was agreed that this can occur, however it was requested that FIFA games where to remain for the XBOX</p> <p>New JCUB Website, need to revisit the Student Association page</p>
<p>Around the room</p>	<p>Juliana presented an opportunity to connect with the CPA for an event in TR2</p> <p>CJ would like to see MYOB and Excel workshops for TR2 as conducted in 2021</p>
<p>Meeting Closed</p>	<p>2.05pm</p>
<p>10. Next Meeting</p>	<p>TBC May 2022</p>

**General Actions outstanding from 2021, updated for 2022 as at 27.04.2022**



## JCU Brisbane Student Association Minutes

<b>Action Item 9</b>	<b>Student Lounge Refurbishment</b> JCUB Inform to go out as to canvas creative student to decorate the space. Will be addressed at the Multicultural Lunch 4 May 2022  <b>Pending</b>	Quentin SA Team
<b>Action Item 16</b>	Multicultural Lunch video to be uploaded as a trailer for the next Multicultural lunch  <b>New video to be created a Multicultural Lunch 4 May 2022</b>	Quentin MARCOM
<b>Action item 24</b>	Trimester Wall Planners  Recommend that production of a hard copy be hibernated due to low student numbers and that 50% are being thrown out. Suggested we turn our attention in enhancing the online version. In particular; Notifications, events, key dates. Quentin to arrange a meeting with MARCOM  <b>Pending for 2022</b>	MARCOM  Quentin MARCOM
<b>Action Item 28</b>	Call for nominations: President Accounting Club, President Games Club, President Motor Bike Club  Quentin to arrange with MARCOM a graphic seeking new members.  <b>Ongoing</b>	Quentin
<b>Action Item 32</b>	Three credits in place that need attention:  Currumbin Sanctuary Bus to Currumbin Sanctuary – Barnabus Zip Line Credit – 4 vouchers  <b>Ongoing</b>	SA Team
<b>Action Item 33</b>	Suggestion of JCUB Branded Face Masks for Merchandise packs or future Welcome Packs	MARCOM



## JCU Brisbane Student Association Minutes

	<b>Pending</b>	Quentin
<b>Action Item 35</b>	Send a pulse survey to see what is the best platform for notification of events  <b>Pending for 2022</b>	SA Team - Ajay
<b>Action 37</b>	The SA Executive team to: <ul style="list-style-type: none"> <li>• Establish an Action Plan</li> <li>• Need to ensure greater reach to our student cohort <ul style="list-style-type: none"> <li>• JCUBInform</li> <li>• Promote Events</li> <li>• Promote Socials</li> </ul> </li> <li>• Ensure events and activities are aligned to their interests and ability to access</li> <li>• Come up with a catchy 3 word phrase, much like the diary covers</li> <li>• Continue to support Employment and Career events and activities as to provide tangible hard and soft skills</li> <li>• Continue to have in place support contingencies for students</li> <li>• Other particular focus or initiative</li> </ul> <b>Pending for 2022</b>	SA Team
<b>Action 39</b>	Create a QR codes that link directly to our Facebook and Instagram pages. Students to scan to get more information about events. QR codes can go on tables and even at classroom doors and in the lifts also so we can get more attention.  <b>Pending for 2022</b>	

New actions for 2022 as at 23.03.2022



## JCU Brisbane Student Association Minutes

<b>Action 1</b>	Need to utilize the JCUBSA socials and activate polling on Instagram. A meeting to be arranged with MARCOM	Quentin
<b>Action 2</b>	<b>SSAF 2022 Budget</b> <ul style="list-style-type: none"> <li>• 1st Draft completed and ready to be finalized by the Association, meeting to be set.</li> <li>• Present to the JCUB Leadership Team, meeting to be set</li> <li>• Present to the wider student cohort (2 weeks review)</li> <li>• Present to Townsville for final approval</li> </ul>	

### New actions for 2022 as at 27.04.2022

<b>Action 3</b>	The President to keep in contact with Townsville in relation to the Student Advisory Forum.	Alibek/Manasvi
<b>Action 4</b>	Quentin proposed the following motion as to finalise the SSAF 2022 Budget so it could be presented to the wider student cohort for feedback. Ensure a JCUB Inform accompanies the budget and states what would student like to see occur on Campus, what is important to them.  <b>Pending</b>	Quentin
<b>Action 5</b>	Trade in one Xbox and Games Purchase a Nintendo Switch	Cassandra
<b>Action 6</b>	New JCUB Website, need to revisit the Student Association pages	Quentin