



## JCU Brisbane Student Association Minutes

Date: 24.02.2021

Time: 11.00am – 12.14pm

### Minutes from Agenda

1. Attendees: Quentin Underhill, Krishna Singh, Dhanush Tee Yee, Varun Vyas (zoom), Alibek, Dr Ashley Orth (zoom), Anita Makaju, Natalie Uma (Zoom), Nick (Zoom), Nihal, Ajay, Minura, Kanika, Atharv, Ritik,

2. Apologies: Dorjee Om Dorji, Tarun, Ginu T George, Brett Vance

Welcome from the Chair

Quentin welcomed all, especially new team members.

3. Safe Environment and Practices

- No compulsory requirement to wear mask in the campus with current situation.

4. Confirmation of minutes 24 January 2021

Minutes taken as read with no business arising.

Approved by Kanika and seconded by Minura.



## JCU Brisbane Student Association Minutes

Key Actions from previous minutes

In particular:

Action 9 Student Association Newspaper – Yes this will proceed

Action 22 360 peer review, student survey – Yes this be a part of the feedback loop at the end of each event as well as incorporated into the JCUB SA Join a Club application

Action 31 Skill sets to support job opportunities, underway in 2021 budget

Action 36 Operations Manual – Update from Krishna

Action 57 Cricket Club representation at the Uni Games – See below

All Actions realized have been confirmed as completed:

Action 44 Budget meeting to discuss 2020 outcomes. This to include 2021 thoughts and ideas from the SA Conference

Action 55 Instagram page – Now Live

Action 58 Credits with Vendor – There are no credits

Action 54 Level 1 Printer, has been removed as an action as there is presently no demand

All Actions carried over:

Refer to Action Table at the end of the Minutes for other Actions carried over

### Club Actions

Refer to Action Table at the end of the Minutes



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### 5. Correspondence In:

Nil

### Correspondence Out:

Proposed budget for 2021 and reconciled 2020 Budget v Expenditure to JCUB Executive Team and SRG Finance Department  
Proposal for 'Supporting Children of Students' to SRG Legal Counsel  
Proposal to refurbish the Student Lounge Level 1 to JCUB Executive Team

### 6. Reports

#### Presidents Report

- Need to reduce no show of registered students for events.
- Feedback collection: Try to collect feedback from students before they leave the venue.

#### OFFSHORE STUDENT SUPPORT

- Many students have enquired regarding about fee reduction and informed some universities are already giving reduction in their fees for offshore students
  - The University of Adelaide (20%)
  - The University of Queensland (12.5%)
  - The University of Newcastle (20%)

Regarding this issue Krishna officially emailed to Dr Ashley 5 February and Dr Ashley responded 1 February mentioning that he will give more update regarding it after talking with Campus Director. Krishna responded to this email on the same day.

- Offshore students are communication via email as this is the only way they can communicate with the JCUB staff. Some responses have been perceived as unhelpful and the information provided has been confusing.
- Some students mentioned that a specific amount is being charged for getting the fees receipt.

Quentin as the advisor to the Student Association suggests this be discussed out of session with the relevant parties

On another matter some students have raised a concern about a professor regarding the support they are providing.

Quentin as the advisor to the Student Association suggests this be discussed out of session with the relevant parties



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### **Advisors and Financial Report**

A very productive 2 months of the year, in relation to events and budget setting. A big shout out to Anita for her outstanding work and to all that have contributed to our successful events.

Expenditure to date Jan 2021 = \$2,940.00

2021 Draft Budget complete. Great feedback from our JCUB Executive Team budget meeting. Key areas to focus on was to have representation with CISA, supportive of all initiatives in particular Supporting Children of Students and the refurbishment of the Student Lounge.

To go to the Student Cohort from tomorrow for feedback across a 2 week period.

Feedback to be considered prior to going to Townsville for final approval

2020 Budget v Expenditure complete and will also go to the Student Cohort for a two week feedback prior to going to Townsville for final approval

Final underspend: \$128,000

Expected spend for 2021: \$227,000

### **General Report**

Legal Counsel have approved the proposed Caring for Children of Students

A motion was put forward in the last meeting, however no names were reflected in the minutes.

Therefore propose a motion as to support this initiative.

JCUB Executive Team has endorsed the refurbishment of the Student Lounge (summarise paper) meeting with Property to occur and timelines to be set.



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	<p>Successful Photography competition, SPRINT Challenge support, Mentors event, PitStops, Outgoing Members Event and Chinese New Year. Snorkeling, 5 participants did not show which is disappointing.</p> <p>Brett Vance provided an update confirming there are 25 Mentors for SP21_2021 to date.</p>	
7. Upcoming events for planning	<ul style="list-style-type: none"> <li>• Multi-Cultural Lunch</li> <li>• International Women’s Day</li> <li>• Other events aligned to the Budget need to be locked in ASAP</li> </ul>	
8. General Business	<p>Status of the Cricket Team – Any interest from the 4 existing players as to continue? If not, shelve for now. It was agreed to not to continue with the Cricket Club at present. Official word back from the 4 Members however is required Look at opportunities for the Futsal team:</p> <p>Support Uniform refer to quotes</p> <p>Support for UNI Games participation</p> <p>Support for pre UNI Games event participation</p>	
9. New Business	<ul style="list-style-type: none"> <li>• Issue with Wi-Fi and aircon in the student lounge.</li> <li>• Quentin will provide the password and in of JCUBSA Instagram page so SA members can update the account regularly..</li> </ul>	
10. Around the room	Nick	Offshore students can contact the Wellbeing team for support
	Nihal	Budget setting being finalised
	Anita	Optimizing the SSAF funds through roll out of all planned events
	Minura	Budget setting being finalised



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	Damchoe	The offshore students reached out regarding the internet cost in their regarding countries and the difficulties faced by them to attend the lectures due to the time difference.  Quentin confirmed that through our Sales Team some support maybe available, names need to be provided.
	Dhanush	Welcoming the new SA member Anita  Thankyou letter for photography competition judges.
Meeting Closed	01.41pm	
11. Next Meeting	Rescheduled to 22 March at 1.00pm at the time of writing these minutes	



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### General Actions outstanding from 2020

<i>Item No</i>	<i>Action</i>	<i>Responsibility</i>
<b>Action Item 9:</b>	<p>Student Association Newspaper or magazine</p> <p>Ritik to take this on board as it was agreed by all that one Newsletter per Trimester is possible. Contact has been received by some, and more needs to follow.</p> <p>Content to be managed and distributed via current platforms – website and social media</p> <p><b>Ongoing</b></p>	<p>Ritik Sharma</p> <p>Quentin</p>
<b>Action Item 22:</b>	<p>Peer review, 360 review, personal reflection, student survey</p> <p>Yes this be a part of the feedback loop at the end of each event as well as incorporated into the JCUB SA Join a Club application</p> <p><b>Carry over and for continued discussion with Executive members</b></p>	<p>Student Association</p> <p>Quentin</p>
<b>Action Item 31:</b>	<p>JobLinx skill sets to be sent to all Association Clubs as to foster support. Quentin to speak with all Clubs</p> <p><b>Ongoing</b></p>	<p>Quentin</p>
<b>Action Item 33:</b>	<p>Video montage to be created from students sending in a short video in thanks for their Fast Track Support</p> <p><b>Completed as these will feature in the SA Virtual tour video</b></p>	<p>All students</p>
<b>Action Item 36:</b>	<p>Operations Manual 'Starter Kit' for new and existing members being developed</p> <p><b>Ongoing</b></p>	<p>Krishna</p>



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### Action Items as at 24.2 2021

<b>Action Item 4</b>	Off Shore Student Support – Conversation to occur with Dr Ashley re an update	Dr Ashley
<b>Action Item 5a</b>	Legal Counsel have approved the proposed Caring for Children of Students A motion was put forward in the last meeting, however no names were reflected in the minutes. Therefore propose a motion as to support this initiative.	SA Members
<b>Action Item 5b</b>	Need to consider promoting this initiative	SA Members
<b>Action Item 6</b>	Meeting with Property to occur in relation to the refurbishment of the Student Lounge	Property Quentin
<b>Action Item 7</b>	Status of the Cricket Team – Any interest from the 4 existing players to be confirmed	Krishna
<b>Action Item 8</b>	Look at opportunities for the Futsal team: Support Uniform refer to quotes Support for UNI Games participation Support for pre UNI Games event participation	Atharv
<b>Action Item 8</b>	WiFi and Aircon in The Student Lounge	Quentin
<b>Action Item 9</b>	Quentin to provide Instagram password to Ritik	Quentin





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### Club Actions

<b>Action Item Accounting Club</b>	<ul style="list-style-type: none"> <li>Working on a range of activities for presentation in the budget format</li> </ul>	Club President
<b>Action Item Business Club</b>	<ul style="list-style-type: none"> <li>Working on a range of activities for presentation in the budget format</li> </ul>	Club President
<b>Action Item Creative Club</b>	<ul style="list-style-type: none"> <li>Working on a range of activities for presentation in the budget format</li> <li>Pre purchase of Movie tickets and vouchers for next year</li> </ul>	Club President
<b>Action Item Hospitality and Tourism Club</b>	<ul style="list-style-type: none"> <li>Working on a range of activities for presentation in the budget format</li> </ul>	Club President
<b>Action Item IT Club</b>	<ul style="list-style-type: none"> <li>Working on a range of activities for presentation in the budget format</li> </ul>	Club President
<b>Action Item Book Club</b>	<ul style="list-style-type: none"> <li>Working on a range of activities for presentation in the budget format</li> </ul>	Club President
<b>Action Item Creative Club</b>	<ul style="list-style-type: none"> <li>Working on a range of activities for presentation in the budget format</li> <li>Adobe licenses to be aligned to the Creative Club</li> </ul>	Club President
<b>Action Item Cricket Club</b>	<ul style="list-style-type: none"> <li>Request for \$500 New Cricket Bats</li> </ul>	Club President
<b>Action Item Entertainment Club</b>	<ul style="list-style-type: none"> <li>Working on a range of activities for presentation in the budget format</li> </ul>	Club President
<b>Action Item Games Club</b>	<ul style="list-style-type: none"> <li>Working on a range of activities for presentation in the budget format</li> </ul>	Club President
<b>Action Item Health and Fitness</b>	<ul style="list-style-type: none"> <li>Working on a range of activities for presentation in the budget format</li> </ul>	Club President
<b>Action Item Motor Bike</b>	<ul style="list-style-type: none"> <li>Working on a range of activities for presentation in the budget format</li> </ul>	Club President



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