



YouX Board Meeting Agenda August 2022

For the meeting on 11th of August 2022

In the Board Room at 5:30pm

1. Acknowledgment of Traditional Owners and Apologies **OO**

We would like to Acknowledge that the land we meet on today is the traditional lands for the Kurna people and that we respect their spiritual relationship with their Country. We also acknowledge the Kurna people as the traditional custodians of the Adelaide region and that their cultural and heritage beliefs are still as important to the living Kurna people today.

2. Declaration of Conflict of Interest **OO**

That all directors and officers in attendance declare that they have read and considered all papers within this agenda that require decision making and have no known conflict of interest or potential conflict of interest with respect to those matters.

3. Unstarred Agenda Items **OO**

Recommendation:

That all unstarred items are approved.

4. Minutes of Previous Meeting **OO**

Recommendation:

That the Board accepts the minutes of the meeting of the 6th July 2022 as a true and accurate record.

5. YouX President's Report*

OO

6. Clubs Committee Chair's Report*

LA

7. SRC President Report

AO

NOT SUBMITTED

8. Rule Concerning In Camera*

FE

Recommendation:

Regarding the power granted in Clause 20 of the AUU Constitution, this Board resolves to:

Create: Rule Concerning In Camera

and authorises the EO to alter the Master Copy accordingly.

9. Interaction With The Media Policy*

GF

Recommendation:

Regarding the power granted in Clause 21 of the AUU Constitution, this Board resolves to:

Amend:

Clause 2.1. 'Elected Representatives' includes but is not limited to YouX Board Directors, Student Media Directors.

Remove:

Clause 6.1. SRC staff and SRC elected representatives must not comment to the media and/or On Dit on an issue that involves any other Schedule 2 affiliate, department, YouX Board or YouX service other than the SRC.

and authorises the EO to alter the Master Copy accordingly.

10. Rule Concerning Student Media*

FE

Recommendation:

Regarding the power granted in Clause 20 of the AUU Constitution, this Board resolves to:

Amend:

Clause 10.2 The Independent Committee shall consist of the YouX Head of Engagement, the YouX Executive Officer, and a nominee of Student Care.

Remove:

Clause 12.3 If Student Radio Directors wish to remove any or all volunteers, advice must be sought prior to removal, from an independent committee consisting of the YouX President, the Executive Officer and the YouX Marketing/Communications Manager.

12.3.1 If the YouX President is conflicted over the matter, the YouX Vice-President shall represent the Board in the independent committee.

12.3.2 If the YouX Vice-President is also conflicted over the matter, the Board shall nominate a Director to represent it in the independent committee.

Clause 12.4 The independent committee shall provide advice to Student Radio directors regarding adherence to this Rule, adherence to any volunteer code of conduct of YouX, procedural fairness and natural justice.

Clause 12.5 The independent committee shall consult with Student Care and/or any other body within YouX and University if deemed necessary by the independent committee.

Add:

Clause 14.9 Board Directors are entitled to attend all meetings of the Student Media Committee.

and authorises the EO to alter the Master Copy accordingly.

11. Schedule 4

OO

Recommendation:

Regarding the power granted in Clause 20 of the AUU Constitution, this Board resolves to:

Amend:

“Principle

Board directors, staff, volunteers, and affiliates, must use the approved brand as set out in this schedule. Non-compliance with this schedule will be addressed through the YouX’s disciplinary procedures and may also be subject to sanctions. Students, and affiliates or external individuals or bodies carrying out activities that would enhance the YouX’s reputation are strongly encouraged to acknowledge the YouX by using the approved brand as set out in this schedule.

Students, and affiliates or external individuals or bodies carrying out activities that would enhance the YouX’s reputation are strongly encouraged to acknowledge the YouX by using the approved brand as set out in this schedule.”



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To:

“Principle

Board directors, staff, volunteers, Annual Elections and/or By-Elections candidates and affiliates, must use and support the approved brand as set out in this schedule. Non-compliance with this schedule will be addressed through the YouX’s disciplinary procedures and may also be subject to sanctions. Students, and affiliates or external individuals or bodies carrying out activities that would enhance the YouX’s reputation are strongly encouraged to acknowledge the YouX by using the approved brand as set out in this schedule.

Students, external individuals and bodies carrying out activities that would enhance the YouX’s reputation are strongly encouraged to acknowledge the YouX by using the approved brand as set out in this schedule.”

and authorises the EO to alter the Master Copy accordingly.

12. Any Other Business*

13. In Camera Items*

14. Close:

Next Meeting: 13/09/2022

Close of Submissions: COB 06/09/2022

Persons Responsible for Agenda Items:

- Oscar Ong (OO)
- Luke Allen (LA)
- Ana Obradovic (AO)
- Felix Eldridge (OD)
- Grace Franco (GF)

YouX

YouX Board Meeting Minutes

For the meeting on 06th of July 2022

In the Board Room at 5:30pm

| | |
|---|----------------------------|
| Present: | |
| Oscar Zi Shao Ong (YouX President) | Gary Sutherland (Observer) |
| Luke Allen (Executive) | |
| Yi-Ruei (Esther) Hung (Executive) (Zoom) | |
| Isaac Trumble (YouX Vice President, Executive) | |
| Emily Deng (Executive) (Zoom) | Minutes Secretary: |
| Grace Franco | Yi-Ruei (Esther) Hung |
| Oliver Douglas | |
| Rebecca Etienne | |
| Felix Eldridge | |
| Michael Physick (Observer) | |
| Grace Atta (Observer) (Zoom) | |

Meeting opened at 5:36pm.

Oscar Zi Shao Ong passed the chair to Isaac Trumble due to difficulty of speaking at 5:36pm.

The board also noted Yi-Ruei (Esther) Hung will be taking minutes due to availability of minutes secretary.

1.Acknowledgment of Traditional Owners and Apologies

OO

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also acknowledge the Kurna people as the traditional custodians of the Adelaide region and that their cultural and heritage beliefs are still as important to the living Kurna people today.

2. Declaration of Conflict of Interest **OO**

That all directors and officers in attendance declare that they have read and considered all papers within this agenda that require decision making and have no known conflict of interest or potential conflict of interest with respect to those matters.

3. Unstarred Agenda Items **OO**

Recommendation:

That all unstarred items are approved.

4. Minutes of Previous Meeting **OO**

Grace Franco noted she would like to amend “ocean day” to “world ocean day”.

Recommendation:

That the Board accepts the minutes of the meeting of the 8th June 2022 as a true and accurate record.

Moved: Oscar Zi Shao Ong

Seconded: Luke Allen

CARRIED

5. AUU President’s Report* **OO**

6. Student Media Chair’s Report* **OD**

Luke Allen asked if there’s a way to quantify On Dit readership which Oliver Douglas said no.

7. SRC President Report **AO**

NOT SUBMITTED

8. Adelaide Universities Regiment Cooperation Collaboration* **OD**

Oliver Douglas left the room due to conflict of interest at 5:49pm.

Rebecca Etienne voiced her opposition toward the collaboration.

Chair is passed to Oscar Zi Shao Ong at 5:50pm.

Isaac Trumble noted his support for the motion.

Chair is passed to Isaac Trumble at 5:51 pm.

Gary Sutherland elaborated on the background and said approval from the board is needed for the team to progress the collaboration.

Recommendation:

That the board endorses the collaboration with Adelaide Universities Regiment Cooperation.

Moved: Luke Allen

Seconded: Oscar Zi Shao Ong

Dissent: Rebecca Etienne

CARRIED

Oliver Douglas entered the room at 5:54 pm.

9. Any Other Business*

10. In Camera Items*

The board moved in camera at 5:55pm.

The board considered: in-camera minutes, EO report.

The board moved ex camera at 6:53pm.

11. Close: 6:53pm

Next Meeting: 11/08/2022

Close of Submissions: COB 04/08/2022

Persons Responsible for Agenda Items:

Oscar Ong (OO)

Ana Obradovic (AO)

Oliver Douglas (OD)

To: YouX Board
Subject: YouX President's Report
Date: 09/08/2022

1. Rebranding

One notable lesson that COVID have taught us is that life continuously changes, and we need to adapt ourselves to ensure we are best positioned to deal with the challenges. As a 127 years old organisation, things have changed a lot since then. Our last brand refresh was in 2012, so now it's time for something new. We undertook the rebranding project last year to review our name and brand, ensuring that we are connected with students, improve engagement, and having an inclusive brand, and also accurately captures what we do.

After an extensive research and consultative process, we landed with the brand "YouX". YouX is representative of partnership. As a student services provider, our main priority is the student experience, and this brand helps to transmit that message. YouX brings the you into the story, showing how we enable you to experience uni the way they want, in line with their interests and values.

I am especially glad to have spoken to a student said they bought our membership due to the name change. I also spoke to student ambassadors which has provided positive feedbacks from the student population.

All the policy and rules documents are now updated with reference to the new branding.

2. Infrastructure Meeting

We were present the project scope for learning and teaching space refurbishment including a focus on UoA L&T Transformation. We discussed present and discuss the opportunities, constraints & options for:

- o Horace Lamb 1022
- o Ligertwood 333
- o Horace Lamb 422

3. Meetings with the Executive Officer

I have been regularly meeting up with Gary about the various issues.

4. Media Enquiry

I have been approached by the numerous media outlet to make comments on various issues. I worked with Simone and Kearin and coordinated a respond back to them.

5. Student Care Meeting

I have chaired another student care meeting. We discussed the important work student care is doing and ensuring the KPI of student emails are replied within 24 hours (working days) are achieved.

6. Sexual Misconduct Policy

The Transforming Culture program is driving a range of initiatives to build a safer and more inclusive culture, including the implementation of the 22 recommendations from the KPMG Australia report. Three of the recommendations, namely Recommendation 18, 19 and 20, relate specifically to the policy environment as it relates to all forms of sexual misconduct. A key deliverable is the development of a single Sexual Misconduct Policy covering staff, students and other University community members.

Initial drafting for the Sexual Misconduct Policy has commenced with assistance from an external specialist, and will now progress internally through the Adelaide Policy Pathways. To support this and the broad group identified to be involved in this process, it has been agreed to engage a 'layered group' approach. A core group will guide the policy through development, consultation and approvals with layered sub-groups of key stakeholders engaged to support finalising the draft policy and procedures.

As a sub-working group member, you will be provided a briefing on the work undertaken to date and invited to provide input in the development of the draft policy and procedures by way of documented feedback and an optional workshop (anticipated to be held during the week commencing 1st August).

7. Open Day Volunteering

I have worked with the events team to organise director's attendance in open day volunteering. Thanks to the directors that agreed to volunteer.

8. Waite Campus Kitchen

A student posted in overheard that a YouX kitchen is under maintained. I have followed up the issue with the university and staff. Some updates:

- The kitchen space is not the responsibility of YouX. The student has been advised by our staff through email that that is the case.
- We were advised that the Ask Adelaide staff member at Waite uses this kitchen space. Some of this equipment may still be labelled “AUU” as we used to own it.
- This kitchen space (staff space) is NOT the designated student kitchen area which is located around the other side of the Hub area.
- YouX staff has followed up the issue with AskAdelaide. I have now followed up the issue with uni too, noting that YouX is a student body, not to represent staff matters, and it is a staff space.”

9. Clubs Committee Meeting

Luke chaired another Clubs Committee meeting.

10. Student Conferral Concerns

A student from faculty of ABLE raised that they have yet to receive a respond from the ASKABLE team regarding their conferral enquiry. Several other students raised similar rquiries. I have followed up with university on the matter.

11. Clubs Email Concerns

There were some confusions on the email changeover of clubs. I have worked with our staff to clarify the changes and everything should carry over from the old email account to the new one.

12. Gap Fee of Adelaide Unicare

Adelaide Unicare recently announced that they will be charging consulting fees to students: “FROM 1ST AUGUST 2022 FEES WILL APPLY TO ALL PATIENTS. Reduced gap fees apply for students, pensioners, children, and staff of the University of Adelaide. Must Bring Student ID or UofA staff card to receive discounted rate on every visit. The full consultation fee must be paid at the time of consultation, with Medicare rebates to the patient directly.”.

This is really concerning with international students now still paying gap fees while it was promised it will be fixed. I have now followed up the issue with the university and Martin has requested the Colleen to look into it.

13. COMP SCI 2000 (Computer Systems) Grade Calculation Issue

A lot of students found that their final grade on access adelaide was lower than the grade they calculated themselves. Students contacted the course coordinator about this problem and he responded on the 15th July saying he will look into it for them. Nothing else has been heard ever since. I have followed up with the course coordinator and the issue is now fixed:

- “I have already resolved this for any students impacted with grades on Fail/Pass boundaries.
- For the remaining students, I am in the process of getting this sorted, but as I'm sure you can understand, my immediate priority is to students with R/AAs and any other issues that may affect their ability to pass, and thus impact their enrolments next semester.
- Due to the nature of university systems, this type of grade correction cannot be done 'in bulk' it has to be entered student-by-student.”

14. Adelaide Medical Students

I have met with the club recently to outline the important services we provide to students.

15. Honours Student Grade

A student reached out to me saying that their course coordinator did not reply on their grade change request which stops them from continuing their studies. I have referred them to student care.

16. Meeting with University

Martin McCarron

We discussed the structure of the Student Engagement Committee and how it can be improved upon.

Infrastructure + DASE

We discussed the recent rebrand and what it means for YouX and the university. I raised the need for panic buttons for students.

17. Student Engagement Committee Meeting

We were provided the safer campus community update, Transforming Culture Project update, discussed the Integrity Unit and student experience and orientation for new students for semester 2. I have raised concerns combining O'Week of domestic and international in the same week. Clubs' contribution to the student experience and current University support were discussed too.

18. Bachelor of Teaching (Secondary)/Bachelor of Mathematical and Computer Sciences

Students of 2020 Bachelor of Teaching (Secondary)/Bachelor of Mathematical and Computer Sciences have raised concerns to me that despite not listed in their study plan but listed in Bachelor of Mathematical and Computer Sciences (BMaCompSc), they are expected to study MATHS 3021 Capstone Project in Mathematical Sciences III (as per instruction by askSET after they approached ABL) to graduate. At the meantime, I have advised them to overload for now and enrol in the course since today is the last day to enrol. They are confused as to whether they should follow the study plan. The students have further told me that the course is now at capacity and they can no longer enrolled in MATHS 3021 Capstone Project in Mathematical Sciences III. I have followed up the issue with the university.

Yours Sincerely,
Oscar Zi Shao Ong
YouX President

Rule Concerning In Camera

Authority

A Rule of the YouX (historically the Adelaide University Union) enacted Pursuant to Clause 20 of the AUU Constitution

1. Objectives

1.1 To ensure that the Board operates in a transparent and accountable way to its members and to students.

1.2 To ensure the privacy and security of genuinely confidential material.

2. Definitions

2.1. The definitions in Clause 3 of the AUU Constitution apply to this policy unless specified otherwise below.

2.2 “In Camera Meeting” means a meeting of the Board, or a part of a meeting of the Board, that takes place during a closed session of the Board without visitors present.

2.3 “In Camera Minutes” means minutes taken during an In Camera Meeting, inclusive of the In Camera Agenda of that meeting.

2.4 “In Camera Agenda” means an agenda for an In Camera Meeting.

2.5 “Ex Camera Meeting” means a meeting of the Board, or a part of a meeting of the Board, that does not take place during a closed session of the Board.

2.6 “Ex Camera Minutes” means minutes taken during an Ex Camera meeting, inclusive of the Ex Camera Agenda of that meeting.

2.7 “Ex Camera Agenda” means an agenda for an Ex Camera Meeting.

2.8 “Confidential Material” means any material that pertains to:

2.8.1 the relationship between the University and the YouX, including its financial, reputational, and legal relationship;

2.8.2 the conduct, policies, salaries, benefits, employment, redeployment, or the termination of employment, of YouX Board Directors and staff;

2.8.3 any industrial matter concerning the YouX;

2.8.4 legal advice sought by the YouX on any topic;

2.8.5 marketing research, marketing analysis or surveys of students or members on any topic;

2.8.6 as prohibited by law;

2.8.7 the finances of the YouX or its subsidiaries, not inclusive of any category of finances under prohibited uses of In Camera; and

2.8.8 minutes of any In Camera meeting.

2.9 “Confidential Session of Board” means the same thing as an In Camera Meeting.

2.10 “Confidential” means a type of agenda item classification, determined by the President, in accordance with this Rule and the Standing Orders of Board, to be commercially, or otherwise, sensitive in nature.

2.11 “Annual Budget” means the document where the Board determines the annual funding for the YouX for the next year.

2.12 “SRC” means the Student Representative Council (Adelaide) Incorporated.

2.13 “YouX Clubs” means Clubs that have provisional or full registration status with the YouX in accordance with the Clubs Administration Policy.

2.14 “Student Media” means On Dit Magazine and Student Radio.

2.15 “Student Representative Honoraria” means any honoraria covered by the Rule Concerning Honoraria.

2.16 “Instrument of Board” means a Schedule, Rule, Policy or Resolution of Board, as defined by clause 18.4 of the Constitution.

3. Interpretation

Interpretation of this Rule is within the jurisdiction of the President, pursuant to the authority of Board.

4. Application of this Rule

4.1. For the avoidance of doubt, in case of an inconsistency between any provision contained in this Rule and any other Rule or Policy, the former will prevail to the extent of the inconsistency.

5. Classification of Items

5.1 In accordance with clause 11.1 of the Standing Orders of Board, the President shall be responsible for the classification of agenda items as Starred Items, Unstarred Items, or Confidential Items.

5.2 Subject to clauses 7.1 and 7.2 of this rule, the President shall classify items as Confidential if they substantively contain Confidential Material.

5.3. The President shall only classify items pertaining to Schedules, Rules and Policies as Confidential in accordance with clause 7.1.

5.4 Except as part of the Annual Budget, the President shall only classify items pertaining to the funding of the SRC, Student Media, YouX Clubs or Student Representative Honoraria, as Confidential in accordance with clauses 7.2 and 7.3.

5.5 The President may only classify items that do not substantively contain Confidential Material as Confidential if a resolution, moved by the President and supported by a three quarter majority of all voting members of the Executive, resolves to classify such items as Confidential.

6. Circumstances of Calling an In Camera Meeting

6.1 An In Camera meeting may only be held in the following circumstances:

6.1.1 The Board, by resolution supported by simple majority, decides to discuss a matter in an In Camera Meeting.

6.1.2 The Board is discussing an item which has been classified as 'Confidential' by the President in accordance with clause 5 of this Rule.

7. Prohibited Uses of In Camera

7.1 No Schedule, Rule or Policy may be created, amended, repealed, nor shall be debated or substantively discussed, during an In Camera Meeting, unless a resolution carried unanimously by all voting members of the Executive resolves to classify the creation, amendment, repeal, debate or substantive discussion of such an Instrument of Board, as Confidential.

7.2 Except as part of the Annual Budget, no resolution of Board that would provide, rescind or alter, the funding, or the conditions of funding, for the SRC, Student Media, YouX Clubs or Student Representative Honoraria may be tabled, debated or substantially discussed during an In Camera Meeting unless a resolution, moved by the President and supported by a three quarter majority of all voting members of the Executive, resolves to classify such items as Confidential.

7.3 For the avoidance of doubt, if any part of clauses 7.1 or 7.2 conflicts with clause 5.2 the former clause(s) will prevail over the latter in the case of any inconsistency.

8. Board Delegates Authority

8.1 Subject to clauses 8.2, the Board delegates its power to hold an In Camera Meeting and to star items as 'Confidential' to the President, in accordance with clause 5.

8.2 The Executive still retains the power to determine which Board papers, in part or in full, may be released.

9. Text and Resolutions to be Published

9.1 Once In Camera Minutes are approved as a true and accurate record of the meeting, the President must note resolutions, that do not substantively contain confidential material, that were carried or not carried during the meeting, as well as the text of all changes to Rules, Schedules and Policies that occurred during that meeting, and add these to the Ex Camera Minutes for publication.

10. Decisions taken but not announced



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10.1 Any changes to Schedules or Policies of the YouX that have been, in whole or in part, validly passed during an In Camera Meeting may be admitted by Directors as having passed even if the decisions have not been announced or posted on the YouX website.

10.2 Any changes to Rules of the YouX that have been, in whole or in part, validly passed during an In Camera Meeting may be admitted by Directors as having passed even if the decisions have not been announced or posted on the YouX website, provided that University Council has concurred with the changes.

10.3 Any Director that has admitted to the valid passage of a Schedule, Policy or Rule that has, in whole or in part, occurred during an In Camera Meeting shall not be deemed to have leaked confidential information nor shall this be treated as an instance of misconduct. For the purposes of the Roles, Responsibilities of Board President and Executive Officer, this clause shall serve as the Board's interpretation of clauses 4.1.6, 4.2.3 and, 4.2.4.

10.4 The protections from clause 10.1 only apply to the changes to the text of the relevant Instruments of Board and do not permit Directors to reveal any other information including, but not limited to, which Directors voted in favour or against the resolution, which Directors were present at or absent from the meeting, and what Directors said during the meeting.

10.5 For the avoidance of doubt, Directors are entitled at any time to draw attention to any changes to Schedules, Rules or Policies that have been posted on the YouX website, irrespective of whether these changes were made in an open meeting or in an In Camera Meeting.

10.6 For the avoidance of doubt, changes to Schedules, Policies or Rules of the YouX shall apply to their amendment or creation.