



Tuesday 13th August 12PM MINUTES

With Apologies,

Unfortunately the Minutes for OGM3 will not be available until the first week of October. I don't have access to some of the documentation necessary for completion until that date. Thank you for your patience and please find the reports attached.

**Gowrie Varma
General Secretary
ANU Students' Association**

REFERENCE A

PRESIDENT'S REPORT

CAMERON WILSON

Introduction

This has been a huge year for ANUSA so far and I'm extremely happy about how it's going. Our team set out at the start of the year to look critically at how ANUSA has been operating, think about the future of the organization and adjust accordingly. I'm proud to say that we've done exactly that. We've made some big internal changes that will set us in good stead for a difficult future.

Bush Week

I was really happy with Bush Week. Big ups to Henry, Hash, Myles, Dan and Imogen who created a fantastic week that catered to a variety of students.

One issue I want to park is the purpose and goals of Bush Week. Orientation Week has pretty clear goals: introduce new students to ANUSA, continue to raise awareness of our services with older students and foster community on campus. Bush Week would have similar goals but I think we need to consider whether and how we're achieving this.

For example: Orientation Week in Semester 2 run by the university a week prior to Bush Week run by ANUSA and the residential halls. With that in mind, are we successfully introducing the new cohort or are we missing an important opportunity?

At a meeting with the different groups on Monday, I plan to raise this issue and see if there is any interest in working together to find a better solution. We'll be running a debrief with the Bush Week team soon and would appreciate any feedback. If you have any thoughts, please send an email to sa.president@anu.edu.au

Staffing

We're disestablishing the current Communications Officer position and creating a new Strategic Communications Officer position. The new position has a focus on helping students run campaigns, establishing relationships with related groups such as NTEU as well as some crossover with the Communication Officer position. The ANUSA executive made this decision from our constitutional responsibilities to "*be primarily responsible for the Association's employees, in conjunction with the Executive*". Otherwise there have been no significant changes to staffing.

ANUSA Review

ANUSA ran a review into the structure and operations of the organisation on the 26-27th of June. The independent review panel consisted of three members: an ANU staff member (Simone St Clare), an ex-ANUSA representative (Hannah

Purdy, 2012 executive member) and a student from another students' association (Casey Briggs, President of University of Adelaide Student Union). The panel reviewed over 20 submissions about the organisation, as well as transcripts from two fora and interviews with 16 key stakeholders. The ANUSA executive was given a presentation of the draft recommendations, and the final recommendations are due in early August.

The review panel found that ANUSA's strengths included our positioning at the core of campus community activities, our essential services such as legal and welfare officers, our responsiveness to students issues like mental health, and the generally positive reputation observed by the panel.

There are also a number of challenges facing ANUSA that were identified by the panel. Clarification of purpose was a key issue; the review found that there were blurred lines between what the Students' Association does and what the University does. The transient nature of the organisation is also a significant risk to the organisation. Finally, the panel suggested internal structural changes were also necessary, particularly an understanding of what are the roles of student representatives compared to staff members.

ANUSA plans to make the recommendation findings publicly available. The report will be submitted for the agenda of the next Student Experience Committee.

Our Campus Make It Safe

We launched the Our Campus Make It Safe campaign on Week 2 Thursday with a barbeque for the first campaign "Walk Through Campus In Their Shoes" and ran a panel on Wednesday, Week 3. All the mini-campaigns over the next 10 weeks are shaping up quite well – big thanks to all those who've contributed! We're starting to organise a big event to finish off the campaign.

There has been a large workload associated with this campaign. There was a huge amount of organising for the general campaign on top of anything done for the mini-campaigns of which are being organised by ANUSA as well. I think this campaign is a great idea, but its execution should be reconsidered before being run in 2015.

Department Funding

After trialing a funding model system, both the Executive and Department Officers thought that it wasn't working. The new model of funding has been taken straight from University of Sydney Representative Council and is much more simple. At the start of every year (and in this special case, this semester), Department Officers will propose their expenditure for the year to the executive through a budget. The Executive will discuss this budget with the Department Officers and come up with a final amount to give to the Departments, which they will request from SSAF. This budget is then approved at a General Meeting.

I'm proud to say we've given more money and honoraria than ever before to the Departments who've submitted a budget.

Undergraduate Symposium

Although undergraduates make up almost half of the students on campus, ANUSA believes that more could be done to link them to ANU's strategic direction as outlined in *ANU by 2020*. In response, we're running an Undergraduate Symposium, consisting of a mix of staff and students, to help clarify the place of an undergraduate at ANU and capitalize on the values of these students. The symposium is taking place on the 8th of September.

A draft of the brief can be found here

https://docs.google.com/document/d/1SOUjfhHVxZEXlJK1RVz7-suQGuqKhwmYHwnY_ui6PvI/edit?usp=sharing.

Elections & Handover

ANUSA elections are being held from the 25th-28th of August. We've started to look into changing the ANUSA elections. Although I personally ran on the policy of banning campaigning in Union Court, it was an unpopular policy that we did not believe in forcing on people. Instead we've been investigating different forms of voting including online voting and changing the polling stations. Instead of pushing reforms through just before elections and risk having certain groups opposing changes for their own gain, we've decided to propose changes in Term 4 with the election fresh in our minds. Watch this space.

One thing that has been consistently brought up is the need for thought about ANUSA handover. We've started to investigate formal training for new representatives and other ways to ensure a smooth transition. There was a group from VC course who had a great idea on handover that I'd like to investigate further. As well, I'm working with Richard Baker to set up a proper handover session at the end of the year for ANUSA, College Residential Committees and C&S executives.

Planning for a Post-SSAF World

In the first OGM, we passed a motion to consider options for the organization to prepare for a world without SSAF. Evidence since then has suggested that SSAF will be cut next year by the Federal Government which makes this work of critical importance.

While we don't have a proper proposal to put to the meeting yet, I want to report back that we've been working on. Our two main considerations have been the expenditure and income this year, and expanding our income streams. We've met with Dallas Proctor, ANUSA Finance Officer, to talk about options here. We'll come to OGM 3 with information on how we think the organization should proceed.

Representatives on ANUSA

We've had some turnover over the last few weeks. We want to thank those representatives who've left for all their hard work and wish them all the best in their future pursuits! We're also excited to welcome to the team Annabel Roden as CASS rep, Jen Taylor as CECS rep, Amy Foster, Jack Gaudie and Ben Kramer on as General Representatives.

One problem that's been consistent over the past few years is frustration over general representatives and the work they've been doing. I'm proud to say that almost all of our current general representatives are actively working on projects and contributing to the organisation generally. Congratulations to all our fantastic General Representatives who have really stepped up their game!

Any feedback?

As always, I love to hear back from you all! Please email me at sa.president@anu.edu.au to set up a meeting if you would like to discuss anything.

REFERENCE B

VICE PRESIDENT'S REPORT

ANNIKA HUMPHREYS

Welcome back everyone. I hope you all had a lovely break and are keen to get stuck back into semester two. We've been user busy at the offices over the break and into the first few weeks of term so keep reading to find out more. If you have any questions about the points below, feel free to drop by the offices – I'm in Tuesday, Wednesday and Friday, or shoot me an email at sa.vicepres@anu.edu.au

Program Transfer Working Party

I've been sitting on this working group for the past few months, it's taken a bit longer than expected due to the Division of Student Administration being overloaded with work otherwise. We're looking to finalise recommendations to the DVC (A) within the next few weeks. As so far, it looks like the processes in applying to transfer degrees will be much more accessible and student oriented, which is great news. I'll send through the final recommendations when I get them.

Bush Week

Well done to Henry, Myles, Dan, Imogen and Hash on a fantastic week. The marquee was a hit, as was the food, talent night and other day time events. It was my third, and probably final Market Day too, which was equally as well done, with new ANUSA marquees. I'm looking forward to putting together a debrief document to see what future ANUSA teams can improve on.

ANUSA Review

Congrats to Cam on putting this together, as well as everyone else who participated. The final paper should come out in next week. We were presented with some information following the interviews, including suggestions for structural changes to the organisation, as well as a stronger view into future strategic planning, something that has been missing to some extent from ANUSA.

Elections

I'm working with Gowrie on promoting the elections (week six). Last semester we ran two information sessions and we'll be having drop in sessions this week and next week for anyone with further questions.

SkillUp

I began organising this before I left, with Cam and Gowrie selecting applicants and providing transport on the day. 25 students had the opportunity to get an RSA, interview skills and a practical bar tending/restaurant skills. It was modelled on the program that was run last year, and proved to be very successful. We're looking into running another one later this term.

ANUSA/Palace Partnership

Following Bush Week we'll be starting up a three series of screenings at Palace cinemas in New Acton. Stay tuned for more information – the first event is in a few weeks.

Clubs and Societies Ball

I'll be working with Henry and Eric on organising the C/S Ball in October. Further details on this will go out on Facebook and OrgSync over the next week so stayed tuned for all the exciting details. If anyone wants to help out, let me know.

Honours Working Party

ANU is looking into the honours program across all of the academic colleges – whether the university should still offer the program, and if so, how it should be administered. I'll send out an email with some more details on this if anyone wants to have a chat to me about this.

Student Assistance

Following the end of the academic semester, I have spent between 10 and 15 hours assisting students with academic and advocacy issues. This has ranged from basic academic misadventure to serious academic misconduct.

Meeting with Dean of Students

Dr Newitt has been working in the position part time (three days/week) as of the start of her appointment at the beginning of the year. Prior to that, ANUSA expressed concerns about having such an important advocate only available to students a few days a week, particularly as we had been told the case load increased this year. Dr Newitt has successfully lobbied the university and there will be two Deputy Dean of Students, Wayne Morgan from the Law School and Elisabeth Findlay from CASS – they will be covering one day each that Dr Newitt isn't available. This is a really positive move forward and an indication that this position is something that is highly valued at the university, despite recommendations from the review and previous changes.

Meeting with Division of Student Administration (DSA)

Cam and I met with all of the Managers from DSA and spoke to them about what we've been up to, as well as providing feedback about the systems the use and the services they offer. They do all the backend work about degree changes, fees, graduations, appeals and sit on various committees to suggest improvements to processes. We'll be doing some more promotion of some of their work, particularly to provide feedback, as well as clarity around deadlines for fees, degree transfer and other things.

Strategic Planning Night

Thanks to everyone who came along. It's always useful to have a feedback cycle where representatives can comment on the strengths and weaknesses of the Association in a positive manner to improve the work that we do.

Weekly ANUSA Committee Meetings for this semester:

Mental Health Committee – Tuesdays 11am ANUSA Boardroom

Safety on Campus Committee – Mondays 11am ANUSA Boardroom

REFERENCE C

EDUCATION OFFICER'S REPORT

LAURA WEY

ANUSA Education Committee

ANUSA Education Committee meetings in semester 2 will be every Thursday during teaching period, 12-2pm in the ANUSA Boardroom.

Red square campaign: <http://redsquare.org.au>

Debt sentence campaign: hashtag #debtsentence and slogan 'a degree shouldn't be a debt sentence'.

National Union of Students Education Conference

I attended the National Union of Students Education Conference 8-11 July at the University of Western Australia, Perth.

I was severely disappointed in the way factionalism seemed more important for the majority of attendees than constructively working on campaigns to block the higher education and youth welfare measures in the budget, with factions not attending workshops run by a member of another faction, factions only applauding a speaker if they came from their faction and factions walking out to go to the pub when they got bored.

The Unhappy Birthday Party for Christopher Pyne, which came out of ANU, has been adopted as a National Day by the National Union of Students and will be occurring on every campus the week before the National Day of Action.

The Read In, which also came out of ANU, has already been taken up by Melbourne University and after EdCon other Education Officers will be holding read-ins outside their Chancelry.

I was proud of what we've achieved this year when ANU was held as the gold standard for creative actions that are inclusive, rallies with a higher turnout for such a small university relative to major cities pooling from many universities, an active Education Committee and consistent media presence.

Unhappy Birthday Party for Christopher Pyne

Pyne will be celebrating his 47th birthday on Wednesday 13 August (Week 4) – TODAY.

To show Pyne the same kindness he has extended to students, all around the country Student Unions & Associations will be hosting Unhappy Birthday Parties for Christopher Pyne.

Wish Pyne well by signing the National Union of Students' petition calling for the federal government to take their 'grubby' hands off our education:
bit.ly/NUSpetition

Why not send an e-card with a personalised message to Pyne at C.Pyne.MP@aph.gov.au.

Get your parents and grandparents to send lovely old-school birthday cards to Pyne office at 429 Magill Road St Morris SA 5068.
Stick around after the OGM for cake and piñatas.

National Day of Action

The National Union of Students has called a National Day of Action on Wednesday 20 August (Week 5) against the higher education and youth welfare measures in the federal budget. This means there will be a student rally on every campus that day.

The Canberra rally will be held on Wednesday 20 August (Week 5) starting at midday in Union Court and moving to the Chancelry where we will hold a public meeting to vote on a motion similar to the ANU Convocation motion that the ANU Community is against fee deregulation and as the spokesperson for ANU Professor Ian Young AO should stop making public comments in support for fee deregulation (TBC).

We may also present to the Chancelry a black painted coffin with 'education' written on it in white and have every student at the Canberra rally lay a flower on it (TBC).

The Canberra rally will be organised by the ANUSA Education Officer working with the Education Action Group (EAG) during Education Action Group meetings, which in semester 2 will be every Wednesday 4pm in the ANUSA Boardroom.

National Facebook event:

<https://www.facebook.com/events/609508715811257/>

Canberra Facebook event:

<https://www.facebook.com/events/600439846738697/>

ANU Convocation

We are petitioning Professor Ian Young AO, Vice-Chancellor of ANU, to call a meeting of Convocation so that the federal government's proposed changes to higher education can be debated and the ANU Community can vote on their stance on fee deregulation.

Convocation consists of graduates and diplomates of the ANU as well as all members and former members of the Council, which includes each year's President of the ANU Students' Association.

It is entirely within section 30 of the Australian National University Act 1991 (http://www.austlii.edu.au/cgi-bin/sinodisp/au/legis/cth/consol_act/anua1991357/s30.html?stem=0&synonyms=0&query=convocation).

If the Vice-Chancellor agrees to convene Convocation, graduates and Councils will gather on campus to debate the following motion:

"That Convocation expresses its concern at the federal government's proposed changes to higher education. We request the federal government restore the higher education funding cut in the 2014 budget. We further ask that the Australian National University refrain from supporting fee deregulation, which will prevent or discourage potential students from seeking admission to the University because of an inability to meet or repay tuition costs."

It will be a historic opportunity for the ANU Community to express their views to the Council, the University administration and the nation's parliament.

We invite members of the ANU Community to sign this petition calling Professor Ian Young AO, Vice-Chancellor of ANU, to call a meeting of Convocation:
<http://bit.ly/ANUConvocation>.

If you know of other ANU graduates, please forward it on, distributing this petition as widely as you can!

We also invite members of the ANU Community to contact Professor Young directly about the comments he has made on fee deregulation as a spokesperson for ANU at vc@anu.edu.au.

The University of Sydney Community is also petitioning their Chancellor to call a Convocation <https://www.facebook.com/usydmeeting>. They have received a lot of positive media about it. We've received an NTEU article of support and a Campus Morning Mail post – but we haven't sent out any media releases because I am waiting on a vote of approval from the ANUSA executive before we proceed. ANU Convocation Facebook page: <https://www.facebook.com/ANUConvocation>
Change.org Petition (full link): <https://www.change.org/en-AU/petitions/professor-ian-young-ao-convene-a-convocation-of-anu-alumni-to-debate-the-government-s-proposed-changes-to-higher-education>
Change.org Petition (short link): <http://bit.ly/ANUConvocation>

REFERENCE D

GENERAL SECRETARY'S REPORT

GOWRIE VARMA

Welcome back everyone after the break! Firstly – Congratulations to Henry and all the bush week directors – Dan Wall, Hashendra Wijesinha, Imogen Blanch and Myles Holcombe – volunteers and ANUSA representatives who helped out. It was a fabulous achievement and I've had plenty of positive feedback.

Lots of great work has been done over the holidays setting us up for a smooth start to Semester 2. The projects I have focused on include SkillUp, the Grants and Affiliations Committee Handbook and plenty of boring paper work setting us up for Term 3.

ANUSA Internal Review

Over the break Cam and I conducted an internal review of our team, giving us the opportunity to reflect on what we've done well and how we can improve this semester. The review was successful for two primary reasons.

Firstly each of your representatives had an opportunity to highlight all the incredible projects they've been working on and the successes they've had. I would like to note all the hard work that has gone into making this year so successful and thank members of ANUSA 2014 for their invaluable contribution. Congratulations to the whole team! We will be publishing a full list of these achievements in the coming week. Secondly it provided the Executive with some great feedback on how we can be more supportive and function better as a team. Thank you to everyone who was involved.

SkillUp

This was a really successful program that ran in the holidays giving students the practical skills they need to get a casual job in hospitality. We received great feedback and are eager to set up another one for this semester, hopefully in collaboration with PARSA. If you have any ideas on how we can improve it, please send suggestions through to either Annika or I.

GAC Handbook

It's done! It was rewritten over the break with screenshots of how to apply for budgets etc. This will definitely be a huge improvement to the processes that currently exist for both the Committee and Clubs and Societies. Unfortunately it has been held up at the final stages of design but it will be out very soon.

Elections

Nominations for the Annual Elections close this afternoon. Please direct any questions about the organization of the elections/administrative issues to me at sa.gensec@anu.edu.au - The Returning Officer for this year's elections is The Electoral Commissioner at ACT Elections and Registrar of Publications/Censor of Publications is Eleanor Boyle and Carolyn Halliday respectively.

Three Probity Officers were elected uncontested at SRC 5. Congratulations to Angus Mackie, Michael Petterson and Raqeeb Bhuyan. Also, best of luck!

In an attempt to engage more students in the voting process, the morning polling that once occurred at the Art School has been cancelled and moved to the Law School Foyer. The tally of votes at Art School over the last three years (below) and a recommendation from ACT Elections informed this decision.

Year	Number of voters at the School of Art
2013	24
2012	Not recorded
2011	39
2010	13

Originally we had wanted to schedule two mornings outside the Union (Science was strongly recommended); however we were unable to secure a location at Science.

An ANUSA run Facebook page has been put up and will be updated regularly with information about all the registered tickets and other info at the close of nominations. As an Executive we would really like to see an increase in informed voters this year and will keep you updated on other initiatives in the works to achieve that.

Production Funding

We began working on this project at the beginning of the year and although it fell to the back burner for a while, it's great to note that we will be running consultation around the issue and further developing our policy regarding funding for productions on campus. Productions of all kinds but particularly theatre and musicals carry with them a huge financial burden for student directors. GAC's prospective funding options are available but underdeveloped. Hopefully we can flesh out a structure that maintains high standards of financial accountability whilst lessening the burden on directors who are making such a great contribution to student life at ANU. From our perspective it is an equity issue and worth pursuing. If you would like to get in touch about this project please contact me.

Referenda

Fossil Free ANU brought to my attention last week that whilst our Constitution includes provisions on how to run a referendum, it is nonetheless silent on how to call one. This is a significant oversight in its construction and inhibits students from using referenda as a tool to hold our Association to account. The motion brought to the floor today has my full support and was drafted in consultation with the ANUSA Executive. If the motion gets up and the referenda regarding divestment is held, I will be conducting a full consultation process to ensure that these provisions are indeed the best suited to our organization.

The provisions are based on those of many other student unions around the country. I realize that this is short notice and welcome submissions from anyone who would like to be part of this discussion. I will publish a full report of my recommendations at the next SRC. In the mean time, please direct any question to sa.gensec@anu.edu.au and if you would like to have a look at the provisions of Melbourne University and Sydney University please follow the links below.

UMSU: <http://umsu.unimelb.edu.au/wp-content/uploads/2014/02/UMSU-Constitution-last-amended-08.10.13.pdf>

USU: http://www.usu.usyd.edu.au/assets/document/USU_Constitution.pdf

REFERENCE E

TREASURER'S REPORT

NICK BARRY

2013 Financial Accounts and Audit

Unfortunately there have been delays in the preparation of the Financial Accounts for 2013 due to a number of reasons. The delays began in April 2014 after our accountants were unable to prepare the accounts for the ANUSA AGM on the 21st of May. Domenic Stramandinoli, partner at Nexis Accountants, was present at the AGM to explain the situation and answer any queries. Since then, there have been even further delays pushing back the dates for the audit. As of July 30th we have received an unaudited copy of the accounts and are pursuing the auditing agent, Hardwicks, to resolve this matter as soon as possible. This has put great strain on the association as we have since received formal warning from Professor Hughes-Warrington, DVC (A), that we have been suspended from SSAF negotiations until we have provided an audited set of accounts which pass by the universities standards.

Debit Card Policy

At the AGM held in May it was decided ANUSA would investigate options and look to introduce a credit or debit card for the associations accounts. We have since opened a transaction account to be managed by the ANUSA executive and finance officer, which will be used for transactions in line with a strict Debit Card policy. This is a great step forward on taking the financial strain and burden of ANUSA representatives and other students.

See Reference H for more details.

Bush Week

I would firstly like to congratulate Henry and the bush week team for their incredible work in organising and facilitating Bush Week. It was a tremendous success and an excellent way to begin the semester. We spent a little more than expected with a final total expenditure of \$27,875. This was largely due to the ANUSA Big Top which was busy all week hosting events put on by a wide range of student groups as well as ANUSA.

Our income from the week was slightly under what we were expecting from previous years at \$6780. Unfortunately we were not able to find a suitable headline sponsor for the week which contributed to drop in income.

START

ANUSA's small business start-up program, START, has been a great success already with over 20 applicants and 5 selected business proposals to move forward from here. The program begins in August and will run until the end of October. If you would like any more information, please either ask myself or speak to any of the co-founders Dallas Proctor, Alex Ferguson and Vidthyany Ananthapavan.

REFERENCE F

SOCIAL OFFICER'S REPORT

HENRY LADD

Bush Week

Thanks to the bush week directors and all the volunteers that made bush week possible. You may have noticed the large marquee in Union Court over the course of the week. I hope this becomes a staple in future bush weeks as it gives people a place to get out of the cold during the day and venues for events at night. I think ANUSA needs to look closely at how they run bush week in future years and whom the events are catering for. Small turnouts at the majority of this year's bush week events is pretty symptomatic of the difficulty ANUSA has in attracting people. I will be working with this year's directors and handing over to next year's social officer with suggestions on how to improve. If you have any ideas on how to better engage people in bush week please send me an email and we can meet up to discuss.

GAC

GAC is back in full swing. Our meetings are again being held 9-11am on Thursday mornings in the ANUSA offices. We are currently training new post-graduate members of the committee who are new after the PARSA changeover. Boning up on the rules of GAC and how to assess applications is unfortunately fairly complex and takes time. Please be patient in this transition period. We are also looking into making constitutional changes so as to have more undergraduate GAC members so as to have more hands on deck. At the time of writing this report GAC so far has paid out the following:

Capital Expenditure Grants: \$10,450.60
Major Event: \$15,352.50
Minor Educational Event: \$2,779.89
Minor Social Event: \$7,614.56
New Clubs & Societies Start Up Grant: \$261.08
Travel Grant: \$2,080.21

Total: \$38,538.84

ANUSA Social Committee

The ANUSA Social Committee is up and running. We meet at 1pm every week during term time in the ANUSA offices. Everyone is welcome to attend these meetings and become part of the committee. We are currently planning two events. A ball (in collaboration with the Social Inter-hall Committee – dependent on SIC's approval). More details about this event will be released on the ANUSA webpage and Facebook once they have been finalised.

The other event we are planning is a culture fest event. Similar to the Singaporean Students Association Night Market this event will have stalls for international groups. It will be held on Thursday 18th October in Week 11 of the semester. There will also be performances. Our aim is to make all food on the day

available for a gold coin. This event is still in its planning stage and details will be released soon.

Officer Candidates

Good luck to all candidates. If anybody would like to talk to me about the benefits (and numerous pitfalls/trials) of the job please get in contact.

REFERENCE G

ORDINARY MOTIONS

MOTION 1

Motion: That the Australian National Students' Association give \$5000 to the ANUSA Women's Department, to be subject to the financial accountability mechanisms as outlined in both the ANUSA and Women's Department constitutions.

Moved: Erin Gillen

Seconded: Loren Ovens

MOTION 2

Motion: That ANU students feel they have not been sufficiently consulted about ANU's position on the changes to higher education, particularly fee deregulation. Therefore ANU students will be taking a student forum to the Chancelry at 1pm on 20 August as part of the National Union of Students' National Day of Action.

Moved: Laura Wey

Seconded:

MOTION 3

Motion to amend Electoral Regulations to allow a referendum.

- 1) Noting ANUSA members wish to hold a student referendum on the issue of fossil fuel divestment at ANU, to be held at the same time as the 2014 annual ANUSA election;
- 2) Noting that ANUSA's constitution contains provisions about conducting a referendum of its members, but does not contain provisions for calling a referendum;
- 3) That ANUSA amend the "Electoral Regulations" in the "ANUSA Constitution and Regulations" to insert at the end of the regulation, a new subsection 6.7 *Calling of Referenda*, to read:

6.7 Calling of Referenda

6.7.1 The General Secretary must call a Referendum if:

(a) the Students' Representative Council directs that one be held by a vote approved by more than half of all its voting Representatives; or

(b) at least one per cent of members of the Association request in writing or by email that one be held. This petition must include the name, student identification number and signature of each member so signing it. Each page of the petition of initiation shall include the full text of the referendum motion.

6.7.2 The Secretary must issue the notice for a referendum at least five academic days before the referendum is held. The notice must specify the time, date and venue of the referendum and must be displayed on:

- a) The front door of the Association offices;*
- b) Notice boards within the union building; and*
- c) The website of the Association.*

6.7.3 The date notified for the commencement of a Referendum must not be later than the twenty-first day after the date on which the direction is made or the required number of requests has been received by the Secretary.

6.7.4 Referenda shall be run as part of the annual elections of the Association.

4) After the first time a referendum is called under this provision, ANUSA will conduct a review of referenda procedure.

Moved: Stephanie Willis

Seconded:

REFERENCE H

ANUSA CREDIT/DEBIT CARD POLICY

NICK BARRY

Background: At the ANUSA AGM in 2014, a constitutional amendment was passed allowing the executive to obtain and use a credit card in line with the ANUSA financial controls and after the creation of a usage policy. This was the suggested solution as previously students had to make purchases with their own money before asking to be reimbursed. After much research and discussions with the bank, ANUSA decided to opt for the creation of a new bank account with an attached debit card. This decision was made to reduce risk to the associations' accounts, minimise expenditure in setting up the credit/debit card and allow greater control over its usage.

Purpose: The purpose of this policy is to govern the use by the ANUSA Executive and Staff of the associations' Business Debit Card.

Policy Statement: The ANUSA Business Debit Card (hereinafter "debit card") is to be used by cardholders for the payment of association expenses or purchases allowed under the conditions of this policy.

To make purchases for the association under this policy, the purchase must meet the following conditions, unless formal written approval is received by the ANUSA President and Office Manager beforehand;

- The purchase must be for the value of \$100 or more and;
- The purchase must not be able to be made using direct debit.

The debit card cannot be used for the following under any circumstances;

- The purchase of firearms, fireworks, pornography or tobacco products;
- cash advances, over-the-counter cash withdrawals, ATM transactions or the purchase of bank cheques, travelers' cheques or foreign currency;
- personal expenditure;
- the payment of fines, payroll, reimbursement or grants.

The account linked to the debit card must never have a balance of over \$1000 for a period of time more than 2 business days.

Members wishing to use the debit card for the associations' expenses must submit an itemised list of what is to be paid prior to usage, with enough time allowed for transfer of funds for relevant purchases. Cardholders must approve any payments on the debit card before payment is made. Tax receipts must be collected and sent to the Finance officer within 1 week of payments being made. Cardholders must ensure that their debit card is maintained in a secure manner to prevent loss, theft or misuse and that they do not store their full debit card number and expiry date anywhere. A usage agreement must also be signed prior to any transactions being made on their debit card.