

# Monash Student Council

## CONFIRMED MINUTES

Meeting 1a/16 of the Monash Student Council held at 2pm on Tuesday the 12<sup>th</sup> of January, 2016 in Room ST1, 16 Rainforest Walk.

*Meeting opened: 2:05pm*

**1. Attendance**

President:	Abby Stapleton	(Chair)
Treasurer:	Matilda Grey	
Secretary:	Glenn Donahoo	(Minutes)
Education (Public Affairs):	Sumudu Setunge	
Education (Academic Affairs):	Jessica Stone	
Activities:	Katie Power	Absent
Welfare:	Brendan Holmes	
Indigenous:	Jayden Crozier	
Environment & Social Justice:	Kim Stern	
Women's:	Melanie Loudovaris	Absent
Female Queer:	Amy Grimmer	
Male Queer:	Martinus Kraan	
Disabilities & Carers:	Vivien Stewart	Absent
MUISS:	Karekhaa Nair	Apology
MAPS:	Rebecca Doyle-Walker	
Clubs & Societies:	Phyllis Pan	
General Representative:	Shreeya Luthra	
General Representative:	Kapil Bhargava	Proxy to Daniel King
General Representative:	Tess Freeman	Proxy to Nicholas Virgo
General Representative:	Naish Gawen	
General Representative:	Yasemin Shamsili	Proxy to Tess Dimos
Observers:	James Whitehead	
	Jake Humphreys	

**2. Acknowledgment of traditional owners of land**

This MSC acknowledges and pays respect to the people of the Kulin nations as the original and ongoing owners and custodians of this land. The MSA commits itself to actively fight alongside Indigenous peoples for reconciliation and justice for all Indigenous Australians.

**3. MSC Executive**

**Attachment 1**

Glenn explains that allowing the Executive to pass small amounts of money allows the MSA to run much more efficiently, while still requiring the authorisation of MSC for large expenditures. Glenn explains that if this were not done, MSC would have to meet much more often, which would not be practical.

There is no further discussion and the draft motion is put.

**Motion #1:**

“That this MSC resolves to allow the Executive to authorise expenditure of up to \$5,000 per item in its role as day-to-day Manager of the MSA, pursuant to the MSA Constitution excluding staffing, industrial and legal expenditure. Further, that a summary of executive financial motions be tabled at every MSC meeting.”

Moved: Glenn Donahoo

Seconded: Matilda Grey

For: 15  
Against: 0  
Abstentions: 1  
MOTION CARRIED

Abby explains that the meeting will now adjourn to allow the general representatives to discuss who their nominee for executive will be.

*Meeting adjourned 2:07pm*

*Meeting re-adjourned 2:09pm*

Abby asks if the general representatives have decided on a nominee, with Kapil Bhargava being the only nominee.

Shreeya says Kapil will be great on the MSC Executive.

There is no further discussion and the motion is put.

**Motion #2:**

“That this MSC approves the election of Kapil Bhargava to the MSC Executive for 2016, elected pursuant to §24(1)(e) of the MSA Constitution.”

Moved: Shreeya Luthra

Seconded: Nicholas Virgo

For: 5

Against: 0

Abstentions: 0

MOTION CARRIED UNANIMOUSLY

Abby asks if the divisional representatives have a nominee, with Rebecca Doyle-Walker being the only nominee.

There is no further discussion and the motion is put.

**Motion #3:**

“That this MSC approves the election of Rebecca Doyle-Walker to the MSC Executive for 2016, elected pursuant to §24(1)(d) of the MSA Constitution.”

Moved: Phyllis Pan

Seconded: Rebecca Doyle-Walker

For: 2

Against: 0

Abstentions: 0

MOTION CARRIED UNANIMOUSLY

Matilda highlights that being able to sign cheques is a large proportion of her role, and without this motion she would not be able to do her role as treasurer.

There is no further discussion and the motion is put.

**Motion #4:**

“That this MSC recognises that for the purposes of cheques and other similar financial documents two signatures will be required from the MSA Executive, namely those of the Treasurer (Matilda Grey) and either the President (Abby Stapleton) or the Secretary (Glenn Donahoo). In the event that the Treasurer is unable to attend the office for more than 2 working days, the signatures may be sought from both the President and the Secretary during that period of absence.”

Moved: Matilda Grey  
Seconded: Glenn Donahoo  
For: 12  
Against: 2  
Abstentions: 1  
MOTION CARRIED

**4. Next Meeting**

The next meeting of MSC will be on a date to be confirmed.

*Meeting closed: 2:12pm*

**Attachment 1: MSC Executive**

**Title of Agenda Item:**

MSC Executive

**Author:**

Glenn Donahoo

**Purpose:**

To establish the 2016 MSC Executive

**Draft Motions:**

Draft motion #1:

“That this MSC resolves to allow the Executive to authorise expenditure of up to \$5,000 per item in its role as day-to-day Manager of the MSA, pursuant to the MSA Constitution excluding staffing, industrial and legal expenditure. Further, that a summary of executive financial motions be tabled at every MSC meeting.”

Draft motion #2:

“That this MSC approves the election of [general representative] to the MSC Executive for 2016, elected pursuant to §24(1)(e) of the MSA Constitution.”

Draft motion #3:

“That this MSC approves the election of [divisional representative] to the MSC Executive for 2016, elected pursuant to §24(1)(d) of the MSA Constitution.”

Draft motion #4:

“That this MSC recognises that for the purposes of cheques and other similar financial documents two signatures will be required from the MSA Executive, namely those of the Treasurer (Matilda Grey) and either the President (Abby Stapleton) or the Secretary (Glenn Donahoo). In the event that the Treasurer is unable to attend the office for more than 2 working days, the signatures may be sought from both the President and the Secretary during that period of absence.”

**Explanation:**

The Monash Student Council (MSC) Executive is a sub-committee of the MSC. It is responsible for the day-to-day management of the MSA, and it is also the body deemed by the MSA Constitution as the one in charge of drafting and monitoring the overall MSA budget. It is important to establish the MSC Executive as soon as possible as it is difficult for the organisation, staff and services to operate without it.

There are two things that must be addressed before the 2016 MSC Executive can meet in full:

1. The authorisation of a discretionary limit for the Executive on administrative items
2. The election of the Executive’s remaining members

The MSC conventionally places a discretionary limit on the expenditure of administrative items. This is so the Executive, which generally meets more regularly than MSC, can authorise expenditure on relatively smaller financial items that cannot wait until the next MSC. The first draft motion is the standard motion that has been passed at every first MSC of the year for at least the last ten years (probably longer) and has been generally uncontentious. The draft motion also stipulates that a summary of all financial motions that are authorised by the Executive must be tabled at every MSC. This is to ensure that MSC can be kept up to date with Executive expenditure.

The Executive has five members and these are the President, the Treasurer, the Secretary, a MSC General Representative elected from the five MSC General Representatives and a MSA Divisional Representative elected from the three Divisional Representatives on MSC. The President, Treasurer

and Secretary for 2016 were elected at the MSA annual elections in September 2015. The remaining members, the general representative and divisional representative have not yet been elected. Even though the quorum requirement of three for MSC Executive means that Executive can still meet it is not good practice and unfair not give the other members a chance to be elected so they can attend Executive meetings from the beginning. Therefore, the draft motions concerning the election of the general representative and divisional representative can be deferred if need-be, but it would ideal if this election could occur at this MSC.

The fourth draft motion concerns the Executive's role as the body that acts as the signatory to the MSA accounts and is responsible for signing off on cheques, financial requisitions and other financial documents. This uncontentious motion has been passed at the first MSC of the year for a number of years, and establishes that it is the Treasurer and one other Executive office-bearer (either the President or Secretary) who must sign off on expenditure before it is processed by the MSA's finance department. The motion establishes a contingency in the event that the Treasurer is unable to attend the office for two working days, by allowing the President or the Secretary to act as signatories if this occurs.