

MINUTES

SSU Council Meeting

Monday 14th February 2021



Item	Meeting Details	Time:
	Venue: <Zoom> Chair: Nidzam Shah Hussain (President) Minute-taker: Isobel O'Dwyer (General Secretary)	3:06
1	Welcome & Meeting Open Meeting open. Council will observe one minute's silence for contemplation.	
1.1	Acknowledgement of the Traditional Owners The Swinburne Student Union respectfully acknowledges the traditional custodians of this land on which we meet, the Wurundjeri people of the Kulin Nation. We acknowledge that we meet on stolen land and that the sovereignty of this land was never ceded. The Union honours their elders past, present and emerging and acknowledges that this always was and always will be Aboriginal land.	
1.2	Attendance Attendance: Nidzam Shah Hussain (President) Isobel O'Dwyer (General Secretary) Kishaun Aloysius (Education Officer) Patrick Taylor (Welfare Officer) Nikitha Neelakantan (Communication Officer) David Novanovski (Hawthorn Campus Coordinator) Alex Edwards (PAVE Representative) Parth Bhavsar (Postgraduate Representative) Hezal Patel (Women's Representative) Darnell Stallbaum (First Nations Representative) Alex Min Kyaw (Environmental Representative) Emily Duffus (Health & Accessibility Representative) Anthony Bogli (Queer Representative) Daniel Nicholson (General Representative) Kipp Stratmann (General Representative) Josh Gilligan (General Manager)	
	Apologies: Aaryan Pujara (Activities Officer) Hezal Patel (Women's Representative) Shruti Bhirud (Ethnocultural Representative) Abdul Azeez Mohamad Askeen (International Representative) Kipp Stratmann (General Representative) James Atkins (General Representative)	

	Observers:	
	Absent without apology:	
1.3	<p>Acceptance of Apologies:</p> <p>Action: Council accepts the following apologies:</p> <ul style="list-style-type: none"> Aaryan Pujara (Activities Officer) Hezal Patel (Women's Representative) Shruti Bhirud (Ethnocultural Representative) Abdul Azeez Mohamad Askeen (International Representative) Kipp Stratmann (General Representative) James Atkins (General Representative) <p>Moved: Ales Edwards (PAVE Representative) Seconded: Patrick Taylor (Welfare Officer)</p> <p style="text-align: right;">Carried</p>	
1.3	<p>Conflict of Interest Disclosure: Josh Gilligan (General Manager) – 3:30 – motion 2.2</p>	
1.4	<p>Confirm the Previous Minutes</p> <p>Action:</p> <ol style="list-style-type: none"> 1. To confirm as a Council that the minutes of the January Council meetings minutes are correct. 2. To authorise the staff to publish the January minutes on our website. <p>Moved: Isobel O'Dwyer (General Secretary) Seconded: Nidzam Shah Hussain (President)</p> <p style="text-align: right;">Carried</p>	
	Matters for Decision	
2.1	<p>In Camera Meeting</p> <p>Preamble: From time to time the Council must discuss matters relating to the employment of staff within the organisation. It is the right of our staff members to have these matters discussed confidentially as they involve their professional careers, employment conditions and other matters. An in-camerameeting is open only to the members of Council, including the General Manager. All matters discussed while a meeting is in camera may not be shared outside of the council</p> <p>Moved: Nidzam Shah Hussain (President)</p>	

	<p>Seconded: Isobel O'Dwyer (General Secretary)</p> <p>Carried</p>	
2.2	<p>General Manager KPI and probation</p> <p>Preamble: Section 4 of the General Manager's employment contract requires Secretariat to consider the probation and performance within 3-month probationary period. A key component of the GM's commitment to the SSU is to create a 12-month workplan outlining key performance indicators (KPIs) to guide Council on expectations of the General Manager's responsibilities. Secretariat endorses the General Manager's KPIs and confirmation of employment post-probation.</p> <p>Action:</p> <ol style="list-style-type: none"> 1. Council to approve the General Manager's KPI 2. Council to approve confirmation of the General Manager following the probation period. <p>Mover: Nidzam Shah Hussain (President) Seconder: Nikitha Neelakantan (Comms Officer)</p> <p>Carried</p>	
3	Matters for Discussion	
3.1	President & Chair's Report	
3.2	General Secretary & Financial Report	
3.3	Education Officer Report	
3.4	Welfare Officer Report	
3.5	Activities Officer Report	
3.6	Communications Officer Report	
3.7	General Manager Report	
	Other Matters for Discussion	
4	Meeting Finalization	
4.1	Review Actions to be Taken	
4.2	Meeting Close	3:45pm