



**Adelaide
University
Union**

Adelaide University Union
Board Meeting Agenda
November 2021

24-11-2021



Mission, Vision and Values

Vision

Our belief is that an educated, engaged and passionate community can change the world for the better.

Mission

The Union strives to enrich the student experience by ensuring:

- I. that the student voice is heard and valued;
- II. that the full range of student communities is fostered and engaged;
- III. the health, safety and wellbeing of students which allow for development, both individually and collectively.

Values

Our values lie at the heart of what we do and our commitment to these principles will allow for our individual differences to be overcome.

- Accessible Education

The Union recognises that education is one of the most powerful determinants in a person's life and that it must be accessible for all students regardless of social or economic status.

- Diversity

The Union recognises that within the student community there are many communities defined by gender, ethnicity, faith and economic status, etc. Each community possesses a unique student experience and we value, embrace and promote that diversity.

- Partnership & Community

The Union believes that the University experience will be richer for students if it includes interaction with a broader range of community partners, whether they be social, cultural, sporting, charitable or business.

- Professionalism

The Union recognises that the task of representation requires the highest standards of ethical behaviour, efficacy, and service, as well as management and professional skills all aimed at delivering benefits for students.

- Democracy

The Union is committed to a student organisation governed by the students of the University of Adelaide and seeks to foster and strengthen democratic decision-making processes.



Adelaide University Union Meeting Agenda

For the meeting on 24th November 2021

Boardroom & Zoom at 6pm

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

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 **CQ**

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. Minutes of Previous Meeting **CQ**

Recommendation:

That the Board accepts the minutes of the meeting of 13th October as a true and accurate record.

4. Matters Arising From Previous Minutes **CQ**

Recommendation:

That the AUU Board confirms the resolution based on 8th September that reads:

“Regarding the power granted in Clause 19 of the AUU Constitution concerning Schedules, this Board resolves to amend Schedule 3 as

stipulated in Appendix I and authorises the EO to alter the Master Copy accordingly.”

5. AUU President’s Report **CQ**

6. SRC President’s Report **OO**

7. Interaction with Media Policy **OO**

Recommendation:

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

Interaction with Media Policy (as stipulated in Appendix II)

and authorises the EO to alter the Master Copy accordingly.

8. Any Other Business

9. In-Camera Items **CQ**

10. Close:

Next Meeting: 3pm 30th November

Close of Submissions: 23rd November

Persons Responsible for Agenda Items:

Chuyue (Angela) Qin (CQ)

Oscar Zi Shao Ong (OO)

Billy Zimmermann (BZ)



Adelaide University Union Board Meeting Minutes

For the meeting on 13th October 2021

Boardroom at 6pm

Present:	
Chuyue (Angela) Qin (President)	Grace Atta (Observer)
Isaac Trumble (Vice-President, Student Media Committee Chair)	Ivan Jankovic (Observer)
Stella Woo (Zoom)	
Yoong Aun (Andrew) Lai (Executive, Clubs Committee Chair) (Zoom)	
Oscar Zi Shao Ong (Executive)	Apologies:
Yi-Ruei (Esther) Hung (Executive)	
Billy Zimmermann	Absence:
Gary Sutherland (Observer)	
Michael Physick (Observer)	Minutes Secretary:
Mat Monti	Jing Soong Goh

Meeting started at 6:07pm.

1. Acknowledgment of Traditional Owners and Apologies

CQ

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

CQ

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.

The board moved in-camera at 6:07pm.

The board moved ex-camera at 7:31pm.

Item 9 and 8 were discussed first.

9. Schedule 4

OO

Billy Zimmermann asked how this schedule impact would the current infrastructure such as banners for clubs. Isaac Trumble said that a transitional timeframe could be introduced to help clubs to move into the new brand.

Isaac Trumble moved the motion to be put.

Recommendation:

Regarding the power granted in Clause 19 of the AUU Constitution concerning Schedules, this Board resolves to create Schedule 4 as stipulated in Appendix II and authorises the EO to alter the Master Copy accordingly.

Moved: Oscar Zi Shao Ong

Seconded: Isaac Trumble

Billy Zimmermann and Mat Monti dissented the motion.

CARRIED

8. Schedule 3

OO

Billy Zimmermann left the room at 7:35pm.

Billy Zimmermann, Grace Atta and Ivan Jankovic entered the room at 7:36pm.

Billy Zimmermann asked about the necessity of having face-to-face election. Oscar Zi Shao Ong said that this is due to the seriousness of the recall, and that students should be given all the facts which is hard in an online space, as seen in the misconducts in the annual election just passed. Billy Zimmermann and Mat Monti asked about accommodation for students who are not on campus.

Isaac Trumble moved the motion to be put.

Recommendation:

Regarding the power granted in Clause 19 of the AUU Constitution concerning Schedules, this Board resolves to amend Schedule 3 as stipulated in Appendix I and authorises the EO to alter the Master Copy accordingly.

Moved: Oscar Zi Shao Ong

Seconded: Isaac Trumble

Billy Zimmermann and Mat Monti dissented the motion.

CARRIED

3. Minutes of Previous Meeting

CQ

Gary Sutherland mentioned that the motion on rules concerning honoraria should include the document name.

Recommendation:

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

Moved: Oscar Zi Shao Ong

Seconded: Billy Zimmermann

CARRIED

4. Matters Arising from Previous Minutes

CQ

Billy Zimmermann and Mat Monti expressed their disapproval over this motion, as they feel this is an attack to SRC and On Dit.

Recommendation:

That the AUU Board confirms the resolution based on 8th September that reads:

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

Add:

Section 7. Suspension of Honorarium and Other Benefits

The board may suspend any Honorarium and/or Other Benefits of the student elected representatives. This could be but not limited to: failure of carrying out their duties and/or reasons of misconduct.

and authorises the EO to alter the Master Copy accordingly.”

Moved: Oscar Zi Shao Ong

Seconded: Isaac Trumble

Billy Zimmermann and Mat Monti dissented the motion.

CARRIED

Isaac Trumble left the room at 7:46pm.

5. AUU President's Report

CQ

Chair was passed to Yi-Ruei (Esther) Hung at 7:47pm. Chuyue (Angela) Qin took her report as read.

Billy Zimmermann said that the infrastructure intends to use the current SRC office for the builder. Gary Sutherland expressed disagreement with infrastructure's decision and wish that they would listen to feedback by AUU staff.

Chair was passed to Chuyue (Angela) Qin at 7:57pm.

6. SRC President's Report

OO

Oscar Zi Shao Ong went through his report.

Michael Physick congratulated Oscar Zi Shao Ong's recent position as CISA president.

7. Clubs Committee Chair's Report

YL

Yoong Aun (Andrew) Lai took his report as read.

10. Any Other Business

11. In-Camera Items

CQ

12. Close:

The meeting was closed at 8:09pm.

Next Meeting:

6pm 10th November

Close of Submissions:

3rd November

Persons Responsible for Agenda Items:

Chuyue (Angela) Qin (CQ)

Oscar Zi Shao Ong (OO)

Yoong Aun (Andrew) Lai (YL)

To: AUU Board
Subject: AUU President's Report
Date: 10/11/2021

1. Student Care Board Meeting

My last Student Care Board meeting was conducted in October. Ann outlined the general business by Student Care, including expected surge in Academic Integrity cases from mid-year exams, and inquiries regarding MACA policy. The budget planning and legal service have been welcomed. Tax help was delayed as it was hard to secure a volunteer.

A real highlight I want to mention is 0 SASH report for the third quarter (July – September)! Hopefully this shows the campus has becoming safer.

2. Clubs president dinner

The clubs president dinner happened on 14th October and was a great night. Congratulations to all clubs and persons received an award.

3. SSAF Agreement

The SSAF consultation meeting went well with most of the proposal generally unchanged. Healthy vending machines won't be enforced but a survey to students on their opinion was requested.

Some healthy vending machines are already installed in Hub level 4 and level 3, probably operated by infrastructure. Directors are welcomed to check them out.

4. Student media committee meeting

The student media committee met and discussed publishing schedule as well as an issue raised by media director losing student status, which raised some questions in rules that the future board should take note of.

On Dit has planned to produce 9 instead of the original 10 editions. Student radio has been managing a youtube channel to publish podcasts and videos. Both are planning an end-of-year event.

5. Academic board

The topic of ghost writer and ghost marker was mentioned in the academic board. This could be a future issue that Student Care might pick up on. I have also highlighted that student have been receiving spam email by ghost writers.

6. Haide College

Haide College is a collaboration between University of Adelaide and Ocean University of China. I was invited to have a quick chat with the union representatives at the college via Zoom to introduce our student representative structure, as well as sharing experiences.

Yours Sincerely,
Chuyue (Angela) Qin
AUU President

To: AUU Board
Subject: SRC President's Report
Date: 17/11/2021

1. University Restructuring

Some clarifications I obtained from the university:

Student Life counselling service – comments from the Deputy Vice-Chancellor (Academic), Professor Jennie Shaw:

“The University’s Draft Change Proposal (DCP) is a complex document that cannot be read in isolation, and without further context is open to misinterpretation and misrepresentation.

“The proposals for the Student Life counselling service would result in staffing levels staying the same. There is no net reduction in staff.

“Currently, there are dedicated counsellors who have been providing triage as well as ongoing support and training to service all students. Over time other student counsellors have also been required to help fulfil this role. This is not the most efficient and effective use of their time.

“The proposal is aimed at students receiving an improved, dedicated level of service from our counsellors. By having two dedicated triaging officers, this will help to free up other counsellors to dedicate more of their time towards the important work of counselling students.

“The triaging officers are vitally important to improving our services, as they are the first point of contact for students. The services required by individual students can vary, ranging from: critical incident response and urgent counselling; more complex, long-term support with specific psychological needs; and circumstances in which no actual counselling is required, such as advocacy and academic support.

“Being able to manage this quickly at the first point of contact will be the key to improving services.

“There are also additional FTE counselling resources not shown in the Draft Change Proposal, which are proposed to be funded separately. We are currently working through the process to secure those services.

“To reiterate, there will be no net FTE loss within the Student Life counselling service, and the changes are aimed at improving the first point of contact and providing dedicated counselling services to support our students.

“Further information about additional FTE counselling resources will be provided once that separate process is complete.”

Maths Learning Centre – comments from the Deputy Vice-Chancellor (Academic), Deputy Professor Jennie Shaw:

“The quality of students’ experience at the University of Adelaide and the education they receive are among the University’s highest priorities.

“The University provides a Maths Learning Centre (MLC) to help our students learn and use mathematics. This valuable service underpins the academic success of our students.

“Service levels and access to the Maths Learning Centre will not change under the measures being proposed under the Draft Change Proposal (DCP).

“The MLC will continue to operate its drop-in service with one-to-one student support. The MLC is an area in which we increase/decrease service hours depending on student need. For example, the University recently hired three new tutors in the MLC to provide a high level of service to students as we head into the final weeks of classes for 2021. The Division of Academic and Student Engagement has already committed to increasing funding for the service for 2022.

“The changes being proposed under the DCP are similar to other service models already in place, such as the Writing Centre – another valuable service that underpins our students’ success.

“There will be no impact on our students’ studies.”

I requested further clarifications around what would happen to “the work David (current academic in the MLC) does around Hub Central. Jennie said that other staff can still do this work around the Hub. In the end the MLC will provide the support that students require, and if more is required then this support can be increased.”

I mentioned “students had found it difficult to navigate the DCP and it would be helpful to present the information in a way students were able to understand. Bruce said that a straightforward high-level summary could be made available with a student lens, including the faculty changes. This could be put up on the OSP website. Thus, Bruce is actioned to arrange for a high-level student summary of the DCP to be put on OSP website.”

I also requested the university to ensure the final version of change proposal being presented to student representatives, which is accepted by Bruce.

2. ICAC Investigation

This remains a key focus of me to ensure the university do what it promised- implement all the recommendations of the KPMG report. I met up with the project manager to follow up with the progress. The designing of the integrity unit is underway at the moment with them recruiting a new integrity officer to design most of the system. The university will also be partnering with the SRC and AUU on the policy changes as well.

3. ProctorU

A student raised an issue that misleading information about an exam being open book was given on the start of the semester. I expressed my disappointment because it’s certainly not fair to then make it closed-book.

The reply from university was: “This was explored with ECMS colleagues, and the open resource exam advice has been identified as an email error to a single student, not as a communication to the course. No course announcements that the exam was open resource, or similar communications to the whole class, have been identified. Teaching staff have confirmed it is a closed-book exam, but now have allowed a formula sheet for the exam.”

I have also done some social media to promote the need for students to raise ProctorU related issue to ensure we can follow up the issue.

4. Business Information Systems and Management (COMMGMT 2512)

Students raised serious issues for the course (see previous report for background).
Outcome:

- An additional lecturer in information systems (Associate Professor Indrit Troshani) will attend the final two x 3-hour seminars to support the Lecturer-in-Charge, Dr. Cate Jerram.
- With only two weeks left in the course, we believe that it is best for the students that Dr. Jerram finish teaching the course – but with support.
- Associate Professor Troshani will be accompanied at the seminars by three experienced information systems tutors who will work with the face-to-face and online students during the class sessions and outside of class. The aim will be to improve students’ understanding of the subject matter and support students in their working on their final piece of assessment.
- The support team will be available for additional student “drop ins”/consultation sessions to support individual students as required.
- Support team members met with Cate Jerram on Friday to ensure they are across the remaining content and the assessment pieces to enable them to support the students appropriately.
- Some students may want to resubmit Assignment 2. They will be permitted to do so if they want to. Additional support will be provided by the support team if students wish to resubmit.

- Once marks are in, the school will look at potential options to reweight assessment pieces where students have performed poorly – particularly where it is uncharacteristic of a student’s “normal” academic performance.

The course will also be paused for next semester for an evaluation.

5. SSAF Meeting

I attended the SSAF meeting where we discussed the SSAF allocations for next year.

AUU

AUU were requesting capital expenditure of \$80k for new lockers due to the current lockers being old and battered.

AU Sport

AU Sport requesting upgrading the Park 12 changerooms (\$260k) which are not female friendly. The current changerooms have no doors on showers and contain mostly urinals.

Area	2021	2022	Change	Percent
AUU	2,298,850	2,520,000	221,150	36%
AU Sport	1,116,600	1,260,000	143,400	18%
University	2,364,550	2,730,000	365,450	39%
Capital	100,000	350,000	250,000	5%
Contingency	120,000	140,000	20,000	2%
Total (100%)	6,000,000	7,000,000	1,000,000	100%

6. AUU Vending Machines

Vending machines, which provide substantial income to the AUU, could be impacted if we are forced to install Health Choice vending machines as proposed by University Infrastructure. Angela and I advocated heavily against this. DVCA spoke to the Vice-Chancellor and had indicated that he was not in favour of forcing this on students. He would like to see a survey of students to understand their thoughts on the issue, and ultimately this should be a choice for students.

- AUU will be asked to agree to a survey (student or staff/student). AUU need to think about whether you want to insist this be students only and when this should be done.
- Infrastructure may ask to pilot a few machines with an undertaking to underwrite any loss.
 - o The issue here is more data is needed on revenue earned.
 - o DVCA have made it clear that any shortfall is not to be taken from SSAF
- DVCA have also asked that the SSAF and general funding agreements not be tied to a discussion re vending machines.

7. Student Reference Group Meeting

Some updates:

“Union House activation project:

- AU Sport will move to the offices previously occupied by Student Care (permanently creating their HQ in a much more visible and accessible space fronting onto the Cloisters
- The rooms where AU Sport are currently located will be remodelled as a large bookable space for use by the University community – including students! This room can be used for things like table tennis, yoga classes, cultural events and more, particularly as it has a small kitchen already in place.
- The AUU will stay in their current offices for the time being
- The Fix Lounge, Mature Students Lounge and the Union House computer suite will move into the large student lounge space in the ground floor of the Hartley building. This is a temporary move while construction occurs in the George Murray and ground floor of Union House.
- The Fix Lounge will be remodelled with large windows and two entrances from the Cloisters itself (where the big pinboards are now), making it a much brighter, more inviting and accessible student space. It’ll have better lighting, fixtures and furniture and, importantly, fire compliance!
- The current computer suite will be demolished and remodelled into an undercover plaza, which can be used for events when the weather doesn’t favour outdoor activities. This will include appropriate lighting and power for stalls and other event infrastructure. This will also make the only lift in Union House much easier to find and access for mobility impaired students, staff and visitors to campus
- As well as the above, the project will remove a number of old, unattractive partitions, open up all of the balconies to full use again, tidy, paint, replace carpet and consolidate storage for groups that require it. It will also improve a number of bookable rooms in the building, provide AV facilities and enable booking via keypads at the door.
- All of the projects within the Union House activation will focus on re-using quality second hand furniture and fittings wherever possible to keep costs down and reduce the environmental footprint.”

Ron and Susie will also be meeting further regarding Mature Age students’ space.

8. Academic Board Review – Terms of Reference

I will be participating in the academic board review:

“To review and propose amendments to the Academic Board’s Terms of Reference, including the Academic Board’s sub-committees, with reference to:

1. Structural i. ensure the performance of such activities as required to monitor the University of Adelaide’s compliance with regard to regulatory matters including TEQSA;

ii. review and provide advice on any changes in the membership of the Academic Board, including the selection of the Chair and the Convenor.

2. Procedural

iii. provide advice on how the Academic Board can contribute to continuing and timely quality enhancement of our academic operation, including student learning, research and teaching;

iv. provide advice on how best to inform Council of its activities and give advice through the Chair, Academic Board and the Vice-Chancellor, as appropriate.”

9. International Student Night

Jiaen, our international student officer has done a phenomenal job in putting the event together within a short period of time!



10. SRC StressLess

StressLess, spearheaded by Oliver, Welfare Officer, was well participated.

11. National Student Safety Survey

“- The surveying of students officially concluded on 3 October 2021.

- The University’s final response rate was 13.7%, above the National average rate of 11.6%.

- There was minimal feedback from students during the survey period and no noticeable spike in access to support or reporting of incidents.

- De-identified and aggregated data will be released in early 2022 once the results have been analysed by the Social Research Centre in partnership with leading violence prevention expert, Associate Professor Anastasia Powell of RMIT.”

12. International Students Return

“On 15 October 2021 the Australian Competition and Consumer Commission (the **ACCC**) received an application for authorisation from The University of Adelaide, Flinders University and The University of South Australia (together, the **Applicants**). The Applicants are seeking authorisation under the *Competition and Consumer Act 2010* (Cth) (the **Act**) to enable universities and other education providers that have campuses in South Australia to jointly establish and effect travel and quarantine accommodation arrangements to facilitate the return of international students to study on-campus at premises in South Australia (the **Proposed Conduct**). This would include:

- jointly appointing travel management service providers and any other service providers needed to effect the arrangements,
- collaborating to establish an international travel corridor to bring international students into South Australia via commercial or charter flights,
- implementing seat allocation arrangements,
- collaborating to facilitate compliance with Government quarantine requirements,
- exchanging information as reasonably necessary, and
- communicating with students seeking to return to Australia through the arrangements.

The Applicants have also requested interim authorisation to allow them to engage in the Proposed Conduct prior to the ACCC’s final determination on the substantive application for authorisation, to enable the return of continuing students by early January 2022 in time for the commencement of the 2022 academic year.”

The approval of this is important to ensure the successful of the return plan. I will be writing a support letter to support the university’s application.

13. UA campaign on respectful sexual relationships

I am working with University Australia on a national respectful sexual relationships campaign and are preparing to roll out across universities next year.

14. Student Mental Health and Wellbeing Strategy

The Student Mental Health and Wellbeing Strategy will be launched on Tuesday 26 October as part of our Mental Health Awareness month campaign.

15. Haide College

Angela and I are working on a presentation to present to Haide's college's student union.

16. Exams Concerns

Students have raised to me the exam invigilators haven't been clear on the exam times (when they start). Students that sat an exam this afternoon were let in late, so they all missed about 5 minutes writing time. They also weren't told when the exam started. There were heaps of people just sitting there for 10 minutes doing nothing. I raised the issue to the university and the issue is now fixed.

17. The University of Adelaide Mental Health and Wellbeing Strategy Launch

The university launched its Mental Health and Wellbeing Strategy recently. Its something that we did collaborate and contributed in. I commend the university for its great work in this area, with several action areas outlined in the plan.

18. Hot Water Taps in Hub

Update: a new tap is now installed.

Yours Sincerely,
Oscar Zi Shao Ong
SRC President

APPENDIX I

Schedule 3 to the AUU Constitution: Recall Procedure

AUTHORITY

A Schedule to the Adelaide University Union (AUU) enacted pursuant to clause 19 of the AUU Constitution

Schedule

1. Objectives

- 1.1. To provide guidance on and a procedure for the conduct of the recall of the Board.
- 1.2. To ensure the effective representation of all students at the University of Adelaide by the Adelaide University Union.

2. Definitions

- 2.1. The definitions in the Constitution apply to this Schedule unless specified otherwise below.
- 2.2. “Club” means clubs registered under the Clubs Administration Policy.
- 2.3. “Study Spaces” means anywhere within the University that is allocated for study purposes.
- 2.4. “University” means the University of Adelaide.

3. Interpretation

This Schedule does not limit clause 23 of the Constitution. To the extent of any inconsistency between this Schedule and the Constitution, the latter prevails.

4. Timetable

- 4.1. The EO must hold a referendum within twenty (20) academic days of receipt of a recall of the Board petition.
- 4.2. The referendum for recall of the Board must be held by Secret Ballot of all Students. The referendum for recall of the Board must be held in person in ONE (1) designated polling booth over no more and no less than three (3) academic days.

5. Review of the petition

- 5.1. On receipt of a petition under clause 23.1 of the Constitution the EO must promptly take all reasonable steps to confirm that petition:
 - 5.1.1. expressly declares no confidence in the Board; and
 - 5.1.2. is signed by at least 1% of Students.
- 5.2. The steps taken by the EO may include the following:
 - 5.2.1. If the EO has a good reason to doubt that a material number of signatures on the petition are genuine, the EO may seek confirmation from one or more signatories that they signed the petition.
 - 5.2.2. If there is evidence that a material number of signatories have not voluntarily signed a petition, the EO may seek confirmation from one or more signatories that they signed the petition voluntarily.

6. Procedure

- 6.1. The Board will facilitate a petition for the recall of the Board as follows:
 - 6.1.1. This procedure will be applied if requested by a petition (“Preliminary Petition”) received by the EO signed by at least 0.5% of Students.
 - 6.1.2. On receipt of a Preliminary Petition the EO must promptly take all reasonable steps to confirm the Preliminary Petition complies with clause 6.1.1.
 - 6.1.3. As soon as is practicable following receipt of a Preliminary Petition which complies with clause 6.1.1 a recall of the Board petition signing stand must be set up in the AUU Office. The recall of the Board petition will remain open for signing for 21 days from the time the stand is set up in the AUU Office.
 - 6.1.4. The EO must appoint one or more responsible staff members to monitor the signing process.
 - 6.1.5. Before a Student signs the petition, a responsible staff member must:
 - 6.1.5.1. verify that the signatory is a Student by obtaining their student identification card; and
 - 6.1.5.2. verify that the Student understands the nature of the petition.
 - 6.1.6. If a Student wishes to remove their signature at any point prior to the recall of the Board petition being received by the EO, the responsible staff member may assist this process by:

- 6.1.6.1. verifying the Student's identity by obtaining their student identification card;
- 6.1.6.2. verifying the Student's intention to remove their signature from the petition; and
- 6.1.6.3. physically blacking out the row containing the signature.

6.2. A petition received by the EO which meets the requirements of clause 23.1 of the Constitution will not be invalid as a result of a failure to comply with the procedure set out in this clause 6.

7. Contents of the Petition

- 7.1. A physical signature of each Student is required next to that Student's University student identification number.
- 7.2. The date of signing is required and must be consistent and relevant to the current Board to be recalled.

8. Prescribed Conduct

- 8.1. Any person who is directly affected by the following conduct may make a report of that conduct to the EO:
 - 8.1.1. any persons who are not Students campaigning, direct or indirect, or aids in campaigning for a Preliminary Petition or a recall of the Board petition;
 - 8.1.2. any person to person campaigning directly aimed at a Student who has indicated their desire to not participate in a Preliminary Petition or a recall of the Board petition;
 - 8.1.3. any person distributing misleading, false, or defamatory statements in relation to a Preliminary Petition or a recall of the Board petition;
 - 8.1.4. any person campaigning, direct or indirectly, or aids in campaigning for a Preliminary Petition or a recall of the Board petition in the following zones:
 - 8.1.4.1. the Hub and / or 20 metres from the entrance of the Hub;
 - 8.1.4.2. all Study Spaces;
 - 8.1.4.3. inside all University buildings and 20 metres from the entrance of all University buildings;

8.1.4.4. anywhere outside of the University grounds;

8.1.4.5. Union House; and

8.1.4.6. any location where Club events, AUU events and / or University events are being held

8.2. Any Prescribed Conduct reported to the EO must be in writing and contain any substantiating material where possible.

8.3. The EO may act within his or her powers in relation to a report of Prescribed Conduct.

8.4. The EO may consider any report of Prescribed Conduct when reviewing a Preliminary Petition under clause 6.1.2 or a recall of the Board petition under clause 5. For the avoidance of doubt, the occurrence of Prescribed Conduct will not be presumed to invalidate any Preliminary Petition or recall of the Board petition or any signature on the same.

Appendix II

INTERACTION WITH THE MEDIA POLICY

AUTHORITY

A Policy of the Adelaide University Union (AUU) enacted
Pursuant to Clause 21 of the AUU Constitution

POLICY

1. Objectives

- 1.1. To establish rules and processes that govern how and when AUU staff, Student Representative Council and elected representatives of the AUU may engage with the media.

2. Definitions

- 2.1. The definitions in Clause 3 of the AUU Constitution apply to this policy unless specified otherwise below.
- 2.2. 'Elected Representatives' includes but is not limited to AUU Board Directors, Student Media Directors and members of the Student Representative Council (Adelaide) Inc.
- 2.3. 'Executive Officer' refers to the Executive Officer appointed by the Board of the AUU.
- 2.4. 'Marketing and Communications Manager' means the staff member delegated by the Executive Officer with responsibility to manage and oversee the communications and public relations of the AUU.
- 2.5. 'Media' includes but is not limited to press, radio, social media and television other than that within *On Dit*.
- 2.6. 'AUU Staff' includes but is not limited to staff directly employed by the AUU, its affiliates or subsidiaries.

3. Interpretation

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

4. Interviews

- 4.1. AUU staff and elected representatives may not take part in interviews with the media unless two of:
 - 4.1.1. The President;
 - 4.1.2. The Executive Officer; and/or

4.1.3. The Head of Engagement.

have given authorisation outlining what may be said on behalf of the AUU or affiliate. The authorisation will be as specific as is practical about the content of the interview.

- 4.2. AUU staff and elected representatives must direct enquiries from the media to the Head of Engagement who will liaise with the AUU President on a response.
- 4.3. On gaining authorisation, AUU staff and elected representatives may not comment to the media on an issue that involves any other affiliate, department or AUU service other than that which they are a direct employee of or elected representative of.
- 4.4. On gaining authorisation, AUU staff and elected representatives may comment to the media on an issue only from the perspective of the affiliate, department or AUU service of which they are a direct employee of or elected representative of.

5. Media Releases

- 5.1. All media releases to be released by AUU staff and/or elected representatives must be approved by the AUU president prior to release.
- 5.2. All media releases are to be proofed and edited by the Head of Engagement.
- 5.3. All media releases are to be released only by the Head of Engagement.

6. Student Representative Council

- 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, AUU Board or AUU service other than the SRC.
- 6.2. The SRC and its representatives must expressly confirm when making public statements that those statements are made solely on behalf of the SRC and that the statements are not those of the AUU or any of its other Schedule 2 affiliates.

7. Principles

- 7.1 The AUU does not endorse, authorise or encourage statements which are contrary to law or infringe the rights of third parties.

Version Control Table

Version	Author	Date	Changes
V1.0	Executive Officer	??/??/??	First enacted
V2.0	Executive Officer	25/05/2017	References to “Communications Officer” deleted and Marketing and Communication Manager inserted
V3.0	Executive Officer	20/11/2017	Amend Clauses 2.2, 2.4, 2.5, 5.2, create Section 6, delete Clause 2.2
V4.0		18/09/2018	Amend Clause 1.1, 2.2, 4.2, 4.4, 5.1 Create Section 4. Create Section 7
V5.0			Updated for relevance.