



**Adelaide
University
Union**

Adelaide University Union
Board Meeting Agenda
October 2021

13-10-2021



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 Board Meeting Agenda

For the meeting on 13th October 2021

Boardroom 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 8th September 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 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.”

5. AUU President’s Report **CQ**

6. SRC President’s Report **OO**

7. Clubs Committee Chair’s Report **YL**

8. Schedule 3 **OO**

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.

9. Schedule 4 **OO**

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.

10. Any Other Business

11. In-Camera Items **CQ**

12. Close:

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)



Adelaide University Union Board Meeting Minutes

For the meeting on 8th September 2021

Boardroom at 6pm

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

Meeting started at 6:03pm.

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

Nick Birchall entered the room at 6:03pm. A group of students also tried to enter the Boardroom.

Chuyue (Angela) Qin informed them of the CoVID capacity restriction and invited them to join in via Zoom, the link was provided to Nick Birchall in her reply to his email on the day.

Billy Zimmermann suggested a procedural motion. Oscar Zi Shao Ong asked the student observers to leave the room first so that the CoVID restriction can be maintained per SA Health regulations.

Students exited at 6:06pm.

Billy Zimmermann moved a procedural motion.

Recommendation:

That the board relocate the meeting to Napier G03.

Moved: Billy Zimmermann

Seconded: Mat Monti

Oscar Zi Shao Ong dissented the motion on the ground of the room not being booked.

FAILED

Matt Monti would like their name to be changed to “Mat”, so it is more gender-neutral.

Recommendation:

That the Board accepts the amended minutes of the meeting of 11th August as a true and accurate record.

Moved: Isaac Trumble

Seconded: Oscar Zi Shao Ong

CARRIED

4. AUU President’s Report

CQ

Chair was passed to Isaac Trumble at 6:09pm. Chuyue (Angela) Qin took her report as read.

Chair was passed to Chuyue (Angela) Qin at 6:09pm.

5. SRC President's Report

OO

Oscar Zi Shao Ong delivered his report.

Ivan Jankovic and Chas Davis entered the room via Zoom at 6:12pm.

Oscar Zi Shao Ong mentioned that in the Student Engagement Committee meeting, the DVCA proposed potentially more funding to the AUU for extra perks for fully vaccinated students to encourage vaccination. He mentioned that the AUU has to be cautious as to not discriminate students who cannot receive vaccines.

6. Honoraria Rule

OO

Oscar Zi Shao Ong explained that the incentive for this motion is to ensure student representatives are being responsible to their roles. He mentioned that the Board by default has the power to decide on as well as move all budget items.

Billy Zimmermann questioned whether the honorarium would be for the “regular” or “other” type, and raised concerns of the motion being overbearing and targeting and of the Board overstepping in SRC affair, especially since the elected representatives next year are “rivals” of the majority of the board.

Oscar Zi Shao Ong disagreed and mentioned the case of student representative took the honorarium paid in bulk then leaving the position. He would like to introduce this rule as a further safe-keeping measure.

Chuyue (Angela) Qin explained that given the wording of the motion, it would cover both “regular” and “other” honoraria. She further disputed Billy Zimmermann’s claim of the motion targeting next year’s student representatives, citing that the returning officer’s report has not been finalized and the list of provisional elected representative isn’t even out. She clarified that the rule would in fact be governing Oscar Zi Shao Ong’s as well as her honoraria at the moment.

Billy Zimmermann questioned about the classification of “misconduct” mentioned in the wording and definition of “failure of carrying out their duties”. Oscar Zi Shao Ong explained that the rule states all the wording and policies are interpreted by the AUU president, but the board can reject the interpretation through a vote. Ultimately, the Board would be determining whether the person(s) receiving honoraria is fulfilling their duties or not.

Billy Zimmermann asked if the AUU can provide any amount of dollar to the SRC, including 0 dollars, to which Gary Sutherland confirmed.

Billy Zimmermann further ask where would the money be directed if the SRC president's honorarium is cut. Oscar Zi Shao Ong said that the money stays within the SRC, but board's approval would be required to reallocate the money. Gary Sutherland added that motions could be submitted to the finance committee (the executive committee by default).

Nick Birchall commented that the board could abuse the power of interpreting misconduct. Oscar Zi Shao Ong disagreed and said that the board is accountable to the students ultimately. Chuyue (Angela) Qin added that the definition of misconduct from the president could be challenged by the board, as well as the university tend to refer matters regarding misconduct back to the board before deciding.

Nick Birchall suggested a third-party tribunal similar to the student media tribunal. Mat Monti agreed and said that it would enable a fairer and more sensible findings. Oscar Zi Shao Ong agreed to looking into this rule change in the future.

Michael Physick added that about 11 years ago, an independent tribunal was formed in the removal of the president of PGSA.

Chuyue (Angela) Qin put the matter to a vote.

Recommendation:

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.

to the Rule Concerning Honoraria, 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

7. Clubs Administration Policy

OO

Oscar Zi Shao Ong amended the motion to the following wording:

Recommendation:

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

Add:

Clause 11.5. Clubs membership shall be open to all interested students in the University of Adelaide.

and authorises the EO to alter the Master Copy accordingly.

Oscar Zi Shao Ong explained that the incentive of this motion is to stop some clubs from rejecting genuinely interested students for their own benefit, and the rule addition would allow the clubs admin to have authority when dealing with such situations. He said that this would also stop students from 'stacking' clubs by only admitting friends and rejecting others. This clause was also taken directly from the draft club constitution being provided to all clubs.

Billy Zimmermann felt that the wording of the motion is ineffective since it is very broad, and it is infringing the clubs' autonomy.

Isaac Trumble agreed with the motion being too broad and expressed concerns for clubs with specific ideologies and identities, such as religious clubs.

Gary Sutherland reminded that the correct procedure is for the motion to be discussed in the clubs committee. He added that the board should ensure no clubs discriminate but the current motion might not reflect that.

Ivan Jankovic raised that the motion should be discussed in clubs committee and with AUU staff. Chuyue (Angela) Qin added that the motion has been amended and provided the new wording through Zoom. Ivan Jankovic asked for the aim of this motion, to which Oscar Zi Shao Ong repeated his earlier points.

Billy Zimmermann further questioned the definition of "interested students" and how to identify them with an example of him joining the liberal club.

Chuyue (Angela) Qin concluded the discussion as Oscar Zi Shao Ong agreed to table this motion to the clubs committee.

Gary Sutherland reminded the board that its role is to provide administrative help to clubs.

8. Any Other Business

Nick Birchall asked whether the motion will be tabled to the clubs committee, to which Chuyue (Angela) Qin replied that Yoong Aun (Andrew) Lai, the chair of clubs committee, would be in charge of putting it in the agenda.

Nick Birchall demanded Yoong Aun (Andrew) Lai and Chuyue (Angela) Qin to promise that the item is included and asked Yi-Ruei (Esther) Hung for her opinion on this. Chuyue (Angela) Qin raised that Nick Birchall cannot “demand” this to happen and her “promising” this motion to be included has no impact whatsoever.

Chuyue (Angela) Qin named Nick Birchall at 6:55pm.

Yi-Ruei (Esther) Hung asked him to leave and expressed her discontent towards him demanding for her opinion. She said that it was rude for Nick Birchall to do so out of the blue in a very inconsiderate way.

Nick Birchall said that he is at least happy to hear that Yi-Ruei (Esther) Hung “has a voice”.

Chuyue (Angela) Qin asked Nick Birchall to leave again and warned him to be more respectful to board directors.

Nick Birchall left the room at 6:58pm.

9. In-Camera Items

The board moved in-camera at 6:58pm.

The board moved ex-camera at 7:08pm.

10. Close:

The meeting was closed at 7:08pm.

Next Meeting: 6pm 13th October

Close of Submissions: 6th October

Persons Responsible for Agenda Items:

Chuyue (Angela) Qin (CQ)
Oscar Zi Shao Ong (OO)

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

1. AUU 2022 Budget

The Board has viewed and approved the 2022 budget, and I will attend the SSAF consultation committee to present and discuss our proposal. At the moment the only tentative point is vending on campus.

2. Union House Redevelopment

I have attended meetings with Infrastructure concerning the proposed redevelopment of Union house. While questions regarding relocating clubs lounge were again met with lack of funding, it was clarified that the Infrastructure is looking to create more bookable student spaces in Union house. The mature student lounge will also be moved and more meetings are in place with stakeholders.

3. NGP issue

After several conversations, the Academic Board passed that Non-Graded Pass (NGP), previously counted as a 4 in GPA, would be excluded from GPA calculation. This is different from PNG (Pass Non-Graded) which was introduced during CoVID. This means students will no longer receive disproportionately low GPA, mainly resulting from placements.

4. SRC International Student Celebration

I have attended and performed in International Student Celebration by SRC in September and the event was a success. Looking forward seeing more initiatives like this from the SRC.

5. Clubs committee

The past few clubs committee meetings have been productive. Club President's Dinner is coming up and I will be delivering a speech.

Yours Sincerely,
Chuyue (Angela) Qin
AUU President

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

1. University Restructuring

The university announced the Draft Change Proposal (DCP) recently, which represents the next step of Organisational Sustainability Program. I have heard students concerns and know how passionate people are about student services especially Maths Learning Centre. Rest assured I am continuing to work with university in various forums to ensure students are not impacted in the process. I will have more to update after the SEC meeting on Wednesday.

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.”

2. NGP Affecting GPA

The AUU President and I raised the issue where NGP carried a GPA of 4.0 where it’s normally the grade awarded for students who undertake certain compulsory placements. This have a serious effect on students end graduate outcome since most of the employers might look at students GPA when employing them. This also further affect international students trying to apply for PR which GPA might be a key

requirement. We voted in favour and passed the policy change where NGP will no longer carry a GPA value in academic board!

3. Issues in Rural Campuses

There has been some progress made on the mental health (I am advocating for more psychologist help out in Roseworthy) and courses issues raised after my several meetings with university. I will report on this more after a final decision is achieved.

4. National Student Safety Survey

The Women's Officer, AUU President and I have help formulate and promote the National Student Safety Survey that was ran recently, independently through the Social Research Centre on behalf of all Australian universities, where a random sample of 10,000 students at our University, selected by the Social Research Centre, were invited to participate in the survey. The survey will provide the University with important information that will give us a thorough understanding of what is happening in our student community and help us to build on the work we have undertaken since the last survey in 2016.

5. international Student Return Plan

“Progress continues to be made on the implementation of South Australia's International Student Arrival Plan (ISAP). A key threshold issue is whether an ISAP developed with an elimination mindset before the arrival of the Delta strain and the accelerated roll-out of vaccines is suited to the circumstances. Nevertheless, subject to being able to secure sensible contractual arrangements, in principle agreement has been reached to commit to the set-up and implementation phase, and to negotiate a three month initial term with options to extend. Costs will be apportioned between participating education providers on a cost share basis.”

6. Vaccinations Efforts

I participated in the COVID-19 Vaccine Roundtable with the National COVID Vaccine Taskforce recently to help ensure international students are better supported and have access to the important information on taking up COVID-19 vaccinations.

The university are currently looking into possibly introducing compulsory vaccinations for students and staff. I have advocated for students with medical reasons must be exempted.

7. Use of Turnitin

To ensure integrity of assignments, assignments, where practicable will be pass through Turnitin. I have ensured limitations (i.e. courses where copying the questions is needed) is noted.

8. Results Pending

The AUU President and I helped to ensure the results pending grade is further extended. This gives reassurance to offshore students that their enrolment is still secured since by default, failure to attend a compulsory f2f class causes students to fail their course.

9. ProctorU

Students have continued to express concerns regarding ProctorU. I have raised the issue in academic board and ask for a student forum be organised. The DVCA agreed and the forum will be happening on the 15th October 10-11am. A more detailed report is now available and I will be reviewing it shortly.

10. University Library

A post made by a student in overheard as follow:

“Hi everyone,

It has recently been announced that the Barr Smith Library will no longer offer the Inter-Library loan system to Undergraduates. This system provides us with the opportunity to utilise resources from other libraries that not held within the Barr Smiths collection. Access to the best and most tailored scholarship is important no matter what level of education a student is in... We will be protesting In front of the Mitchel Building Monday 1.30pm 23rd Aug. It is in all our interest to be there and not let the University Council get away with another round of cuts and mergers.

Please be there, thank you.”

I was able to clarify that the information is not true. Undergraduates are still offered inter-library loan system (they will have to request it from the librarian).

11. CISA AGM

I attended the CISA AGM over the weekend and the new executive is now elected.

12. Business Information Systems and Management (COMMGMT 2512)

Students raised serious issues for the course where they believe “that this class is poorly managed, with lecturers always giving us unorganized instruction, which makes them confused about our assignments. In general, the class consists of undergraduate and postgraduate students. They have one three-hour lecture every week, with three assignments accounting for the entire semester's mark. These three assignments are based on feedback from the assignment before it. Therefore a poor grade will affect future grades. However, lecturers are always late in posting grades, so students can't check their feedback and therefore can't start the following assignment on time. Even though they had released the grade, the feedback is not valuable to improve our future assignments. From the first week to now, they have gone through two assignments and the average score of the first assignment was 54.21/100 while the second was 41.1/100. I am currently seeking a meeting with the students and the Dean to further understand the issue and advocate for the students.

13. Dynamics and Control I

Students raised concerns regarding the need for more content and help for their course. Students raised the issue with the lecturer, but she refused to record more content. I have helped raised the issue to the faculty and the lecturer ended up agreeing to an additional session.

14. CLCN

“Chinese Language & Culture Network (CLCN) is a Not-for-Profit organization. It is operated and run by a group of enthusiastic business owners and professionals who share the same vision—connecting people through language and culture. CLCN operates and owns a networking platform where we bring together speakers from different backgrounds, the right business partners, government bodies, corporate participants, SMEs, Chinese international students who study in the relevant fields and any students without a Chinese background who are also interested in China.”

Further to that, the organisation helps to increase employability and provide internship experience for international students. I have scheduled a meeting with career service to seek further collaboration with the university.

15. Exam Time Announcement Delay

There has been a delay of exam time announcement. I raised the issue with the university but unfortunately because there was a system error due to a wide range of time for ProctorU students and the long weekend have caused further delay. The exam time is then available on the Wednesday back.

16. Beating Heart Group Meeting

A brief overview of events for the rest of the year was provided.

17. PNG

A student was unfortunately contracted COVID is seeking for a PNG. I assisted with the enquiry.

18. Office Chairs for HDR Students

HDR students raised the issue of ergonomic and bad chairs in their office. I raised the issue and most of them are now replaced.

19. Hot Water Taps in Hub

Students raised concerns regarding the hot water tap in hub not working. I raised the issue to university and the tap was fixed within 24 hours.

Yours Sincerely,
Oscar Zi Shao Ong
SRC President

To: AUU Board
Subject: Clubs Committee Chair's Report
Date: 10/10/2021

1. Clubs Training Day

The Clubs Training Day was successfully organised on 17th September but unfortunately, the trainer was unable to come in person. The event was run based on 3 main sessions related to topics which include: leadership archetypes, conflict resolution and meeting management. The event successfully engaged many students and I believe that this event could be held annually in the future.

2. Clubs Community Update

Since the last clubs committee meeting, 20 minor grants have been processed, many of which were for events and activities happening at the end of the year. A major event grant application from the Adelaide University Occult Club was also approved by the committee during the last meeting and we hope the event would turn out successful.

The final and 4[#] Clubs Meeting Up was successfully organised and the committee is also looking forward for the upcoming President Dinner on the 14th of October.

Yours Sincerely,
Yoong Aun (Andrew) Lai
Clubs Committee Chair

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

Schedule 4 to the AUU Constitution: AUU Brand

Authority

A Schedule of the Adelaide University Union (AUU) enacted Pursuant to Clause 19 of the AUU Constitution

Objective

To protect and enhance the AUU's reputation by establishing and promoting correct and consistent use of the AUU brand.

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 AUU'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 AUU's reputation are strongly encouraged to acknowledge the AUU by using the approved brand as set out in this schedule.

Explanation

The AUU introduced a separate branding in 2021 that will be used to ensure inclusivity. This schedule ensures the AUU have consistent branding for maximum student recognition. To avoid confusion, the AUU will continue to be known as "Adelaide University Union (AUU)".

Amendment to AUU Brand

Branding that introduces a new visual identifier (for example, logo, colour or domain name) outside the specifications of this Schedule is prohibited. The AUU brand can only be altered by the process outlined in Clause 19.3 of the AUU Constitution.

Transition Matters

By 31 December 2021, all AUU branding must comply with this schedule.

The AUU Brand

{insert new branding here}