Public

USU Board Meeting Minutes

Meeting held: 27 November 2025
Time: 9:00 – 11.30am
Location: Cullen Room

Committee Members	Position	Attendance
Phan Vu (PV)	Chair and President	Present
Georgia Zhang (GZ)	Vice President	Apologies in advance
James Dwyer (JD)	Honorary Treasurer	Present
Ethan Floyd (EF)	Honorary Secretary	Absent
Shirley Zhang (SZ)	Director	Present - online
Michelle Choy (MC)	Director	Present - online
Sally Liu (SL)	Director	Absent
Noah Rancan (NR)	Director	Present
Annika Wang (AWa)	Director	Apologies in advance
Layla Wang (LW)	Director	Present
Archie Wolifson (AWo)	Director	Present - online
Michael Bromley (MB)	Senate Appointed Director	Apologies in advance
Tiffany Donnelly (TD)	Senate Appointed Director	Present
Bryson Constable (BC)	Immediate Past President	Apologies in advance

USU Staff	Position	In Attendance
Janina Jancu (JJ)	CEO	Present
Jane Coles (JC)	Director of Marketing	Present
Peita Lane (PL)	Director of People and Culture	Present
Steven Moore (SM)	Director of Operations	Present
Tania Maiolo (TM)	Director of Finance	Present
Michelle Liang	Finance Manager	Present (for item 8)
Helena Millard (HM)	Governance Officer	Present

1. Opening and Acknowledgement of Country
The meeting started at 9.13am.

2. Attendance and Apologies
Apologies in advance noted above.

Moved: PV Seconded: NR

3. Disclosure of Interest
NR declared the following new conflicts:
- Vice-President, Liberal Club
- Office of The Hon. Chris Rath MLC

NR declared the following discontinued conflicts:
- Office of Senator Maria Kovacic
- Economics Society (EconSoc)

4. Work, Health and Safety
The Board noted the update on WHS Hazards and Corrective Actions and the WHS Report Dashboard.

JJ welcomed USU's two new Directors: Peita Lane and Tania Maiolo.

5. Previous minutes and actions arising
5.1 The Board approved the previous confidential minutes of meeting held on 30 October 2025.

6. Executive Reports

6.1 **Honorary Secretary Report**
There were no further updates.

6.2 **Honorary Treasurer Report**
JD congratulated the Finance team and new Directors. There were no further updates.

6.3 **Vice President Report**
The Chair asked the Chairs/Deputy Chairs of all committees to update GZ as soon as the meeting concludes.

6.4 **President Report**
- As the year closes, projects are becoming more visible, with a profit of $341,000.
- Key governance activities include renewal of the graduation contract, endorsement of the Out-of-Hours Access Policy, and Incorporation progress, with the constitution finalised following multiple iterations with the Chief Governance Officer and moving toward Senate approval in December 2025.
- Clubs and Societies have suspended new applications until further notice to address resource and data issues, while financial reviews and WHS improvements are underway.
- The Finance Committee endorsed the 2026 budget, and P&C reviewed key risks and trialled performance guides.
- Student experience initiatives delivered 32,477 meals, saving $199,000 through subsidies, with plans to continue in 2026.
- Upcoming events include the Student Safety Conference on 13 February 2026.

- An updated incorporation timeline will be provided at the next Board meeting on 11 December. The current plan is to identify key contracts for the asset transfer.
- The Chair thanked the SLT on behalf of the Board for their work and wished students all the best for their exams.

7. Portfolio Updates

The Board noted the updates from the following Portfolio Holders:

Archie Wolifson – Colleges & Residential Accommodations Portfolio Holder
No update.

Layla Wang – Equity Portfolio and Environmental Portfolio
LW noted that feedback had been received regarding welfare offices which she will distribute to the Board at its next meeting.

Annika Wang – Disability, International Student, Queer and Wom*n's Portfolio Holder
No update.

Ethan Floyd – First Nations Portfolio
No update.

Sally Liu – Ethnocultural Portfolio
No update.

8. Open Question Time

- To clarify the timeline for the incorporation process, and whether the decision to seek approval at the December Senate meeting had only just been made, instead of the initial November timeline.
    - The Chair reinforced that the change in timeline had been communicated since late September/early October and that this update had already been provided at an earlier Board meeting.
- To clarify the use of unspent SSAF funds and whether it is illegal to utilise them for other projects.
    - JJ advised that any unspent SSAF funds are either returned or rolled over to the next year. However, it is unlikely they will be returned this time, as the unspent funds from October (approx. $81,000) will be spent before the end of the year given the number of student events and initiatives underway.
- Whether there were any suggestions for improving Honi's coverage of the USU over the past year.
    - The Chair suggested a couple of areas for improvement, including: (i) ensuring accuracy and clarity of information provided to audiences on major projects such as the incorporation project, so members are well informed about progress; and (ii) placing more emphasis on the breadth of what the USU does for members, to increase awareness of what's on offer. LW also suggested that the monthly coverage be published more promptly to ensure its relevance.

9. Any Other Business

There was no other business.

The next meeting is scheduled for Thursday, 11 December.

Meeting closed at 11.17am.