

**Minutes of the
Australasian Campuses Towards Sustainability (ACTS)
Annual General Meeting**

**Held online via GoToWebinar
1.00pm (AEDT) Thursday 26th November 2015**

Minutes

1. Welcome
 - Leanne Denby welcomed members to the AGM
2. Attendance
 - Recorded (attached)
3. Apologies
 - Jen Chaput, La Trobe University
 - Carmen Primo Perez, University of Tasmania
4. Minutes of 2014 AGM
 - Minutes from the 2014 Annual General Meeting
 - Moved: Corey Peterson
 - Seconded: Linda Stevenson
 - **Carried**
5. Receiving Presidents Report by Leanne Denby (attached)
 - Moved: Lesley Stone
 - Seconded: Colin Hocking
 - **Carried**
6. Receiving Membership report by Rhiannon Chamberlain (attached)
 - Moved: Delwyn Langdon
 - Seconded: Julie O'Brien
 - **Carried**
7. Financial Report by Delwyn Langdon (attached)
 - Moved: Corey Peterson
 - Seconded: Ed Maher
 - **Carried**

- Hayes Knight Financial approved as auditors for 2015-2016 financial year:
- Moved: Delwyn Langdon
- Seconded: Leanne Denby
- **Carried**

8. Update structure to the Executive Board:

- **Two changes to the existing Board structure:** Addition of new officer role (Vice President New Zealand) and split the Secretary/Treasure role into two separate roles.
 - Moved: Corey Peterson
 - Seconded: Colin Hocking
 - **Carried**

9. Election of Officers:

- President – Leanne Denby, Macquarie University
 - Moved: Corey Peterson (with acclaim)
 - Seconded: Lesley Stone
 - **Carried**
- Vice President Strategy – Danielle McCartney, UTS
 - Moved: Delwyn Langdon
 - Seconded: Corey Peterson
 - **Carried**
- Vice President Partnerships – Linda Stevenson, RMIT
 - Moved: Julie O'Brien
 - Seconded: Delwyn Langdon
 - **Carried**
- Vice President Resources – Corey Peterson, UTAS
 - Moved: Linda Stevenson
 - Seconded: Colin Hocking
 - **Carried**
- Vice President Programs – Ed Maher, Charles Sturt University
 - Moved: Delwyn Langdon
 - Seconded: Leanne Denby
 - **Carried**
- Vice President EfS – Colin Hocking, La Trobe University
 - Moved: Julie O'Brien
 - Seconded: Corey Peterson
 - **Carried**

- Vice President New Zealand – Lesley Stone, University of Auckland
 - Moved: Delwyn Langdon
 - Seconded: Colin Hocking

- Secretary – Delwyn Langdon, Griffith University
 - Moved: Corey Peterson
 - Seconded: Leanne Denby
 - **Carried**

- Treasurer – No prior nominations. Call for nominations to be sent to membership.

10. Open the floor to ACTS members:

- Julie O'Brien – Call for feedback of the 2015 ACTS Conference. Rhiannon Chamberlain and Sue Hopkins will distribute the feedback from the conference (which to date has been extremely positive) and organise a debrief meeting for the organising committee. Will invite next year's hosts to the meeting.
- Leanne Denby: Offered personal thanks to all attending the AGM for ongoing support of ACTS, especially those members of the Board and Member Council. Seasons greetings and best wished for 2016

11. Meeting closed 1.43pm (AEDT)

Attendees

Rhiannon	Chamberlain (Chair)	ACTS
Leanne	Denby	Macquarie University
Colin	Hocking	La Trobe University
Sue	Hopkins	ACTS
Delwyn	Langdon	Griffith University
Ed	Maher	Charles Sturt University
Danielle	McCartney	UTS
Julie	O'Brien	La Trobe
Corey	Peterson	University of Tasmania
Hany	Salib	Macquarie University
Linda	Stevenson	RMIT University
Lesley	Stone	University of Auckland
Andrew	Wilks	Victoria University of Wellington

Presidents Report

Three main outcomes from 2015:

- International collaboration – this has been an ongoing focus since I started in the role as President and is finally coming to fruition thanks especially to the efforts of Iain Patton, CEO, EAUC. The idea has always been to combine the voices and strength of networks similar to ACTS to have better outcomes for members, and for the sector more broadly. At the EAUC conference earlier this year, numerous associations attended an international discussion and agree to informally make a Global Alliance. The first order of business was to put together a response to COP21 to highlight the significant role of tertiary education in reaching objectives
- SDGs – The focus on the SDG's is likely to be the next focus of the Global Alliance, and in particular, ACTS, EAUC and AASHE (at least in the first instance). The idea is to make the SDGs relatable and actionable for the tertiary education sector. My team at Macquarie are putting a small amount of resources into piloting this to understand the possibilities, before further discussion occurs.
- A major outcome is the implementation of the ACTS Strategy with the formation of the Member Council. Each member of the Member Council agrees to join one of the working groups, of which there are three aligning to the strategic themes for ACTS: Leadership and Representation; Best Practice and Knowledge; Viable Organisation. The working groups take carriage of the how, what, when of delivering the strategy for ACTS. The Member Council itself provides a sounding board for the ACTS Executive Board also.

Member Report

-5 Annual loss in ACTS membership

- 7 +3 Institutional members
- 1 Affiliate member
- 0 Corporate members (lost 2, gained 2 new)

3 new institutional members

- One new institutional members (Endeavor College)
- Two expired member renewed (QUT and Victoria University)
- Pending return of University of South Australia

7 expired institutional members

- Charles Darwin University (NT)
- Tropical North Queensland Institute of TAFE (QLD)
- Sunshine Coast Institute of TAFE (QLD)
- Eastern Institute of Technology (NZ)
- Challenger Institute of Technology (WA)
- Great Southern Institute of Technology (WA)
- Holmesglen Institute of TAFE

	Institutional	Affiliate	Corporate
2009	33	2	1
2010	32	2	2
2011	44	5	2
2012	49	5	5
2013	52	3	3
2014	52	4	3
2015	48	3	3

Financial Report

2014-2015 REVENUE

Conference registrations	62,045
Conference sponsorship	12,265
Memberships	33,013
Sundry income	638
Interest income	764
	<u>108,725</u>

2014-2015 EXPENSES

Administration	1,778
Bank charges	1,005
Communications	1,668
Conference expenses	59,291
Green Gown Awards	3,031
Insurance	1,043
Manager contracts	87,110
Regional events	168
Scholarships	4,815
Website expenses	5,970
Current year deficit before income tax	<u>165,879</u>

RETAINED SURPLUS

Opening balance (beginning of financial year)	<u>90,416</u>
Net surplus/(deficit) after tax	<u>(57,154)</u>
Closing balance	<u>33,262</u>

Point of interest

2014-2015 Sponsorship	\$12,265
2013-2014 Sponsorship	<u>\$53,250</u>
	- \$40,985