



Annual General Meeting

Date: 30 March 2023

Time: 9:00am (AWST), 11:00am (AEST), 11:30am (ACST), 12:00pm

Welcome

1.1. Acknowledgement of country

1.2. Present

1.2.1. Ricky Tunny (QUT, President and Chair), Sarah Dahl (UQ, Secretary and minutes), Ondine Bradbury (Deakin, Research and Project Manager), Hannah Ling (QUT, Assistant Treasurer), Vincenzo Ruffolo (Deakin, Web Administrator), Geraldine Griffiths (Sponsorship & Marketing Manager), Matthew Winslade (Charles Sturt, Professional Development and Scholarship Manager), Renae Cherry (UniSQ, Conference Convenor), Anne McLeod, Jasson Worrall, Daryl McMahon, Meagan Crabb, Cherilyn Bickers, John Gartland, Alisa Kennedy, Jill Fitzgerald, Elysia Corallo, Dash Jayasuriya, Sonya Smith, Carolyn Bean, Maree Nichols, Daryl McMahon, John Gartland, Jo Hams, Judith Needham, Jacob Whittingham

1.3. Apologies

1.3.1. Imogen White (QUT, Treasurer)

2. Minutes of previous AGM

2.1. Previous minutes were confirmed (Meagan Crabb)

2.2. No business arising from the 2022 AGM minutes.

3. Correspondence

3.1 The secretary provides a report on any relevant incoming and outgoing correspondence since the last meeting. Confirming there is no correspondence to report (Sarah Dahl).



4. President's report

- 4.1. Equity rural scholarships: 18 Equity rural scholarships awarded in 2022. Significant changes made to scholarship eligibility and award criteria to align it better with its aims. Since 2017, 107 scholarships have been awarded totalling over \$130,000. The President thanked the scholarship sub-committee for their contribution towards managing these scholarships.
- 4.2. WIL in Practice Online Journal: Two editions published in 2022 totalling 10 publications. Members are encouraged to submit to the journal or become a reviewer. Expressions of interest currently open for the editorial board. WIL in Practice has a focus on providing opportunities for people who may not be able to publish in other types of publications.
- 4.3. Placement fee project: At the end of 2022 NAFEA commissioned a project to explore the cost of placements for universities in the areas of education and health. Approval has now been finalised and the project will receive \$10,000 in funding and the project is also receiving in-kind contributions from members of the project team. The project team consists of a number of NAFEA members representing a diverse range of interstate institutions and is co-lead by Elise Bailey (Griffith) and Dr Anne McLeod (Charles Sturt). The purpose of the project is to explore the enablers, barriers and impacts of higher education providers paying for WIL activities.
- 4.4. NAFEA Conference 2023: Will be held 18 – 20 October in Cairns. Theme is *The WIL to thrive: a brave new world*. The theme is intended to be a positive message after the last 3 pandemic-affected years. Early bird registrations close on 31 August. Members are encouraged to present at the conference.
- 4.5. The President encouraged members to check their institutional membership status and encourage their institution to renew or retain their membership.



5. Treasurer's report

5.1 Presentation of 2021-2022 Annual Statement: Statements were accepted by members. All finances were prepared and audited by a qualified accountant.

5.2 Summary:

NAFEA's income is split between 2 sources:

Conference registrations (11%)

2021 Online Conference = \$2880

2022 Online Conference = \$5839

Memberships (89%)

20 Institutional Members. Membership has grown over the last 3 years.

2021 membership fees = \$24,180

2022 membership fees = \$27,060

NAFEA's expenditure:

Two main areas of expenditure are conferences and scholarships. Other notable areas of expenditure are website hosting and management (including the online journal), project grants and operational costs including accountancy.

5% of income is saved each year as a contingency and the rest goes back to members. COVID impacted income for two years but NAFEA's income is starting to recover and this will be reflected in an increase in grants awarded moving forward.

6. General business

6.1. Insurance

Insurance was considered. The association continues to hold insurance for in-person conference events. No other insurance is required by the association due to our lack of building structure.

6.2. Elections:

6.2.1. Vice President



Nomination received from Dr Anne McLeod – Charles Sturt University. No further nominations received. Dr Anne McLeod was endorsed as Vice President.

The NAFEA executive will remain in place until the NAFEA conference in October at which time elections will take place to elect a new executive.

Other Business

No other business arising during the AGM

7. Close

Closed at 11.25pm (AEST)

Signed by:

Dr. Ricky Tunny

Date: 18/04/2023