# Bond University Student Services and Amenities Fee (SSAF) 2022 Allocation Report

The Higher Education Support (Student Services, Amenities, Representation and Advocacy) Guidelines 2022 require higher education providers to provide a publicly available report on student services and amenities fee (SSAF) allocations and actual expenditure for the year as part of their annual reporting and in the form approved by the Minister. This SSAF Allocation Report is the form approved by the Minister.

Additional reporting was introduced to allow for greater transparency and consistency in SSAF allocations and expenditure.

Please note, the information provided in this *SSAF Allocation Report* does **not** require auditing by a financial accountant. The SSAF <u>expenditure reporting remains unchanged</u>, more information can be found in the <u>Financial Statements Guidelines</u> for Table A and B providers, and in the <u>Financial</u> <u>Viability Instructions: Applicants and Providers of FEE-HELP (FVI)</u> for all other approved providers.

## SSAF Consultation and Achievements

#### **The SSAF Committee**

Bond University has a specially formed committee responsible for overseeing spending priorities and ensuring the consultation process is equitable and transparent. The Student Services and Amenities Fee Committee meet at the beginning of each trimester to review submissions of proposed spending, projects and distributions to student clubs and societies. The SSAF Committee is made up of equal representation from the overarching Bond University Student Association, internal department recipients, general staff members and Department heads (Chair and Vice Chair).

#### **Bond University Student Association**

Bond University Student Association (BUSA) is an independent incorporated association governing all the student clubs on campus and representing the voice of the student cohort. Its executive committee represents all students with specific directorships responsible for International, Postgraduate and First Nation students. Further representation covers specific areas of Wellness, Inclusion, Advocacy, Sport, Social activities and Club support and guidance.

Each semester, BUSA liaises closely with up to one hundred student clubs and takes requests for SSAF allocation to support the wide variety of events and club activities that make up life on campus. This is an in-depth consultative process with the student bodies and also includes submissions from individual students into its proposal for the upcoming semester's funding priorities and longer-term projects.

#### **Previous semester outcomes**

Bond University manages the receipt and distribution of SSAF funds on a semesterly basis. It has strict governance on SSAF expenditure and undergoes a significant reconciliation process prior to the SSAF Committee meeting each semester. Actual spending is reviewed and balanced accordingly via a budgeting system to ensure all expenses are in line with initial in-advance proposals. Each SSAF allocation recipient is required to report to the committee on previous semester outcomes, noting any spending that did not eventuate. Unspent balances for most areas are returned to a general pool for redistribution the following semester.

#### Student clubs

Student clubs at Bond University encompass and support the diversity of student life on campus. With up to one hundred active clubs each semester, SSAF funding is the foundation for a significant portion of student club events and activities. Executive members of each club are well versed in the appropriate use of funding in line with legislative compliance and follow a structured online system when submitting budget requests. Clubs are encouraged to focus their activities on areas that support the student cohort in line with allowable expenditure parameters and contribute to the greater good of university life.

#### The year in review

Following the slowing of SSAF spending during the Covid period, 2022 proved to be the year of emergence whereby students were returning to post-pandemic normality and keen to invest in worthwhile projects for the student community. While larger projects were 'put on hold' in previous

years while the instability of Covid remained, some of the key projects funded during the 2022 year included:

- Renovations to rooms in the University Tavern to allow better utilisation of the space for clubs and student groups wishing to hold non-alcohol related activities and events
- Installation of filtered water stations throughout the university to support reduction in disposable plastics and provide students with free accessible cold water all year round.
- Internal refurbishment of the Student Association office to provide a more professional space in line with their strategic plan and increasing executive base.
- Support for students competing at the University Nationals staged in Perth September 2022.
   Bond fielded 121 participants competing in multiple sports in what were highly successful games.

Other spending outcomes included the continued support of the Bond University Sports Centre facility which proudly saw over 100,000 student attendances during the 2022 year out of a maximum student population of 4400. The student clubs and student association continue to receive the majority portion being over 67% of all incoming SSAF.

## SSAF Revenue Summary

	2022 Allocation \$1	2022 Actual \$
SSAF Revenue	930,000	1,054,123
SSAF revenue carried forward from 2021	840,460	865,406
Total SSAF funds available for 2022	1,770,460	1,919,529
SSAF revenue carried over into 2023	860,915	858,084

<sup>&</sup>lt;sup>1</sup> Allocation refers to the SSAF funds expected to be received in the reported year (i.e., budgeted SSAF revenue).

## SSAF Charge Summary

The student services and amenities fee (SSAF) charged to students must not be above the maximum fee for a calendar year. The maximum SSAF is indexed annually as required by the *Higher Education Support Act 2003*. In 2022 the maximum SSAF was \$315.

Student Status	2022 SSAF charged \$ <sup>2</sup>	Number of students charged 2022 <sup>3</sup>
Full-time <sup>1</sup> (> 0.75 EFTSL)	\$315	2060
Part-time <sup>1</sup> (< 0.75 EFTSL)	\$234	2431
		Total: 4491

<sup>&</sup>lt;sup>1</sup> Note: As per Part 2 of the *Higher Education Support (Administration) Guidelines 2022* (Administration Guidelines), students studying on a part-time basis must not be charged more than 75 per cent of the maximum SSAF that a higher education provider determines for students studying on a full-time basis. The term "part-time basis" means a study load of less than 75 per cent of the normal full-time student load for the period to which the fee relates. As per part 7 of the Administration Guidelines, the normal EFTSL value for a full-time student studying over a period of one year is 1.0.

<sup>&</sup>lt;sup>3</sup> Note: Students are categorised as full-time or part-time students based on the total EFTSL value of the units of study they undertook in 2022. For example, a student undertook a full-time study load in Semester 1 which was equal to 0.5 EFTSL and undertook a part-time study load in Semester 2 which was equal to 0.375 EFTSL. This student would be categorised as a full-time student in 2022 as the total EFTSL they undertook in 2022 was equal to 0.875.

Student Status	2022 SSAF charged \$ <sup>2</sup>	Approx. number of SSAF students remote learning 2022 <sup>4</sup>
Remote learning/Online only	\$78	35

<sup>&</sup>lt;sup>4</sup> Note: The Department understands that not all higher education providers capture mode of study in their information systems and many students undertake a mixed mode of study such as face-to-face and remote learning. The data provided above is for students who undertook remote learning for 100% of their units of study. Please note, due to the limitations of our information systems, the above data may be approximate.

<sup>&</sup>lt;sup>2</sup> Note: As per Part 2 of the Administration Guidelines, a higher education provider may choose to determine a different SSAF for particular categories of persons, including a zero amount.

## **SSAF Allocation Summary**

Subsection 19-38(4) of the *Higher Education Support Act 2003* (the Act) provides a list of 19 allowable expenditure items which higher education providers may allocate and spend SSAF revenue on.

Please note, under subsection 19-38 of the Act, SSAF revenue must not be spent to support a political party or the election of a person as a member of the legislature of the Commonwealth, State or a Territory, or a local government body.

Key Area	2022 Total Allocation \$	2022 Total Actual Spend \$	Are services available online?	Estimated No. of students accessing services
1. Health Services	316,200	316,200	No	4491
2. Clubs or other associations	801,469	697,717	-	
a. Sporting	273,027	317,299	No	
b. Internal student politics	n/a	n/a	n/a	
c. Gender, sexuality, ethnicity, race, or nationality-based	29,891	20,156	Yes	
d. Areas-of-study related e.g. law	195,534	131,165	Yes	
e. Other activities e.g. music, debate, chess	927	662	no	
f. Other	302,090	228,435	no	
3. Employment/career services	0	0	-	
4. Legal aid	0	0	-	
5. Other student amenities	38,750	0	-	
6. Special projects	535,873	47,528	n/a	4491
Total	1,692,292	1,061,445		

# Organisations, bodies or third-party providers that received SSAF funding in 2022

Organisation Name <sup>1</sup>	Australian Business Number (ABN)	Supported Key Area	Total SSAF Funding Received \$	% of total SSAF Funding Received
Bond University Student Association	58 810 177 092	Key Area 2f	708,000	67%

<sup>&</sup>lt;sup>1</sup> Note: Only organisations, bodies or third-party providers who receive over \$1,000 in SSAF funding are expected to be disclosed above.

### **Declaration by Person of Authority**

I, Louise Batchelor, Registrar of Bond University, declare that the information provided in this Student Services and Amenities Fee (SSAF) Allocation Report is to the best of my knowledge true, complete and correct.

John
Signature of Person making Declaration
Louise Batchelor
Full name of Person making Declaration
University Registrar
Position of Person making Declaration
30 June 2023
Date