



Australian Society of Dermal Clinicians Inc. (ASDC)  
PO BOX 9206 South Yarra VICTORIA 3141  
M: 0487 319 727 E: info@dermalclinicians.com.au  
www.dermalclinicians.com.au

A.B.N 20 239 508 647

*Minutes of Annual General Meeting of Australian Society of Dermal Clinicians Inc. (ASDC), held at Melbourne Convention Centre, South Wharf, Vic 3006 & online via JoinMe on Monday, July 15th, 2019 at 2.25pm-3.25pm.*

**Commenced:** 2.25pm.

**PRESENT:**

Jennifer Byrne (Chair)  
Vera Koslova-Fu (Vice Chair)  
Mariana Vukic (Secretary)  
Linda Grabowski (Student Representative)  
Carly Whytcross (Media and Marketing/Education)  
Jo-Anne D'Annibale (Treasurer, shared role)  
Jennifer Hookham (Governance)  
Amelia Cartmel (Conference and Events)  
Marnina Diprose (Marketing/IT/Operations)  
ASDC Financial members  
Representative/s from Torrens University  
Representative/s from Australasian College of Health & Wellness

**APOLOGIES:**

Chrys Antoniou (Education)  
Mediha Zeeshan (Media and Marketing)  
Louise Moss (Treasurer)

**CONFLICT OF INTEREST:** Nil

1. Last Meeting Follow up

a. Welcome

- i. AGM declared open at 2.25pm.
- ii. Chair introduced committee members and introduced special guests.
- iii. Chair confirmed quorum was present.
- iv. Chair explained voting in line with clause 38 and 39 of the rules of the Association.
- v. Chair confirmed total of proxy votes received.
- vi. Chair proposed that the Notice of Meeting and meeting correspondence was taken as read.





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- d. Chair declared the nominations open.
- e. Chair noted that as per clauses 52 and 53 of the rules of the Association, when nominations for a position including the Chairperson do not exceed the positions vacant, then the Chair of the meeting can declare the members elected for that position. If the nominations had exceeded the positions vacant, then the vote would have been held by show of hands. Therefore;
- f. Chair declared that the member would be elected based on a majority vote.
- g. Chair announced, that in accordance with said rules, that the following members would be elected to the General Committee:
  - i. Chair: Jennifer Byrne
  - ii. Vice Chair: Vera Koslova-Fu
  - iii. Treasurer: Barbara Pavlidis
  - iv. General Secretary: Mariana Vukic
  - v. Governance: Fiona Moss
  - vi. Marketing and Media: Caylynn Jagga and Brooke Mojet
  - vii. Student Representative: Michelle Azzopardi
- h. Chair explained that even though the Education portfolio had received nominations that exceeded the number of positions vacant, it was still within the Associations rules. Therefore;
- i. Chair recommended to elect all the following nominees in the Education portfolio to the General Committee:
  - i. Linda Grabowski
  - ii. Claire Coulstock
  - iii. Sally Mackenzie
- j. Even though a vote was not required, Chair called for a vote of confidence or for any questions or concerns with the chosen committee.
  - i. *No questions or concerns were raised.*
  - ii. *Vote of confidence with the chosen committee was unanimous.*

### 3. Special Resolution and Membership Vote

- a. Chair put forward proposal to recognise the following program as eligible to apply for membership in the full member category:
  - i. Bachelor of Health Science (Aesthetics) Torrens University;



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- ii. Bachelor of Applied Health Science (Clinical Aesthetics)  
Australasian College of Health and Wellness;
  - iii. Bachelor of Applied Health Science (Clinical Aesthetics) Australian  
Dermal Science Institute.
- b. Chair reiterated that In accordance with the ASDC constitution, the special resolution would require 75% of Members with voting rights present (or by proxy) to vote in favour of the resolution for it to be carried. The vote for this resolution would be conducted in accordance with the ASDC constitution (*Part 4 Special Resolutions, Proxies*). If carried this resolution would be in effect as of the close of the AGM. Current Members (2019) that may be in the Associate Category with this qualification would be eligible to have their membership category altered to Full Member and benefits awarded in accordance
- c. Chair invited Natalie Cook and Kathleen Gray on behalf of Torrens University to deliver presentation.
- i. Chair then invited questions regarding the presentation which were as follows:
    1. Q: *Is the degree two years?*
      - a. ANS. *The Torrens degree is a three-year full-time qualification run over trimesters. If an individual were to exit after two years, they would qualify for the Associate degree. It was also noted that those that had completed a VET Diploma of Beauty, would receive a one year credit.*
    2. Q: *What made Torrens University look to International courses when designing their framework?*
      - a. ANS. *The course development process starts with industry summits, internal capacity-including that of academics, industry within Australia, and is also drawn from international experience. However, they do stick to minimum competency requirements.*
    3. *There were no further questions.*
- d. Chair invited Candice Heskey and Janene Barrett on behalf of Australasian College of Health & Wellness to provide an overview of their course.



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i. Chair invited questions regarding the presentation which were as follows:

1. Q1: *Practical units. Is there a reason why one person is looking after the units?*
  - a. ANS. *The facilitator of each practical unit oversees the practical component of the unit they are delivering.*
2. Q2: *How many students do you have?*
  - a. ANS. *Depends on the enrolment, and which state practical is held in.*
3. Q3: *What is the level of education of educators?*
  - a. ANS. *AQF level 1 higher than the subject that they are teaching.*
4. Q4: *Where are the practical locations?*
  - a. ANS. *Sydney, Perth, Brisbane, and Melbourne.*
5. Q5: *Whereabouts are practical workshops undertaken?*
  - a. ANS. *At a campus in Brisbane, and the venues in other states are via partnership agreements.*
6. Q6: *What laser devices/class of lasers are used?*
  - a. ANS. *Class IV lasers are used. Alexandrite, Yag etc. Type of laser depends on location. Students learn hair removal, skin rejuvenation and tattoo removal.*
7. Q7: *How many hours are required in each practical?*
  - a. ANS. *Students have one week or a week and a half block. Microdermabrasion and Peels are three days, and laser, hair removal pigment, tattoo removal blocks run for three to five days for each practical component.*
8. Q8: *Within each block, how many hours?*
  - a. ANS. *40 hours for five days; 24 hours for three days.*
9. Q9: *Who is assessing competencies, and how are they assessed?*
  - a. ANS. *Students are assessed during practicals; and assessed via a marking grading sheet.*
10. Q10: *What is Terry (Everitts) qualification?*



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- a. *ANS: Bachelor in Aesthetics, Master of Education, and he is also involved in Associations and writes journals in industry. All within TEQSA guidelines.*
    - b. *There were no further questions.*
  - ii. There being no further questions, Chair moved to vote on the resolution.
  - iii. Chair called for members and those holding valid proxies to vote by show of hands, and for those that were online to vote YES/NO firstly for the endorsement of Torrens University into the full member category.
    - i. *vote was unanimous*
    - ii. *vote was approved.*
  - iv. Chair then called for members and those holding valid proxies to vote by show of hands, and for those that were online to vote YES/NO for the endorsement of the ACHW program into the full member category.
    - i. *votes were tallied at 5 (11.5%).*
    - ii. *As resolution did not reach requirement of 75% of members with voting rights, vote was denied*
4. Other Business
  - a. Chair welcomed any questions from Members on any issue not related to the formal business conducted today.
    - i. *there were no additional questions*
  - b. With there being no further questions, and with the business of the meeting being complete, Chair declared Annual General Meeting closed at 2.25pm.

### **Next Meeting**

TBA

### **NOTES**

Nil



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**CLOSURE OF MEETING:** 2.25pm by Chair

***SIGNED AS TRUE AND CORRECT RECORD***

Chairperson:

Date