

Edith Cowan University (ECU) Student Guild

Building 34 ECU Joondalup Campus

Tel (61) 08 6304 5915

www.ecuguild.org.au

FEES ALLOCATION DEED REPORT

4TH QUARTER 2016

This report is submitted in accordance with Guild reporting obligations and, as such, aligns first quarter activities and events, across all campuses, with the 2016 Fees Allocation Deed (FAD) and the expenditure categories nominated therein.

TABLE OF CONTENTS

Contents

President Report	1
CEO Report	2
General Secretary Report	4
Vice President – Academic Report	6
Vice President – Equity & Diversity Report	7
Vice President – Social Activity Report	8
Financial Controller Report	9
Financial Statements	Error! Bookmark not defined.
Operational Activities	10
Senate Department Services	20
Student Guild Contact Information	22

PRESIDENT REPORT

President Report

As there was no President, no report submitted

CEO Report

There were a number of positive outcomes achieved during the December quarter including a full upgrade of the Guild's office environments at Joondalup and Mt Lawley; further enhancement of our IT infrastructure and securing two highly experienced new staff members to fill existing vacancies. Unfortunately, these achievements were overshadowed late in the quarter due to a series of vexatious actions by an element within the new 2017 Senate team, which proved detrimental to the effective operation and delivery of services to Guild members.

Specialist staff recruitment:

A planned restructure lasting close to 12 months culminated in securing a person for the new role of Administrative Services & HR Coordinator. MS Norae Fisher joined the Guild with a wealth of experience in both these fields, and more, over many years and covering a range of business exposure in education, mining and business administration. Norae has already stamped her mark on the Guilds administrative front and is building best practice frameworks to further enhance transparency and consistency achieved over the last 12 months in the area of financial management.

As a result of a resignation the Guild was also fortunate, through reassessment of the real needs of the vacant Communications Officer role, to create a new Marketing and Promotions Officer position. Lauren Reed was successful in securing the position and brings desperately needed skill sets including, web and social media design and management, graphic design and promotional relationship building experience. Lauren will start with the Guild in the week following the Christmas closedown period.

Office Upgrades:

On a positive note, physical implementation of a long planned upgrade to the layout of the Joondalup Guild offices occurred over two weekends in November. The drivers for this were to create a defined student service and support corridor across the front of the office area, leading to the back of the area, to the Guild Student Assist (GSA) office, and included a new and clearly identified student reception area; as well as four (4) new student computer pods.

Two (2) relaxation areas, one comprising bean bags and coffee table, and another incorporating couches opened the area up and resulted in further space being provided to members.

The changes allowed for a more secure Senate and operations area through the installation of workstation screens. Ceiling delivered service cabling was adjusted to align with the new layout and ensure freedom of movement of both members and Senate, and staff without compromising obligatory aisle widths and access and exit routes. A range of new furniture in line with existing fit out was acquired along with a number of sturdy metal storage units to provide much needed space for Guild merchandise.

Mt Lawley was a smaller scale operation with new furniture replacing the mix & match that existed. A key element of the upgrade was the running of new IT infrastructure cabling and installation of a switch panel cupboard and associated hardware to service the Guild's independent infrastructure needs at Mt Lawley. The ceiling to floor glass screening that separated the member common area was cut down to open the area up

CEO REPORT

and provide a more engaging environment between staff and students. Other works, including a full repaint of the office space will occur in the first two (2) quarters of 2017 to re-vitalize what had become an aged and unwelcoming office and common room area.

IT Infrastructure:

Work was carried out to servers to accommodate the planned development of a new web / intranet environment to be designed and implemented throughout 2017 to provide for the ever expanding communication needs of the Guild in maximizing engagement with its Membership.

At no additional cost the Guild was also able to secure a significant upgrade to the optical fibre connections at Joondalup and Mt Lawley from 20/20 to 40/40. During the office upgrade the Guilds servers were also relocated to a secure environment within the Joondalup office space, which freed up enough space for the addition of a new operations workstation.

A range of other smaller enhancements were introduced to provide a better user experience for Senators and students and this will continue to grow over the coming year with the planned introduction of an internal integrated database model to support membership service initiatives over the next several years.

General Elections:

Annual elections were conducted during September with the declaration of result on 7 October 2016. While a number of appeals were lodged by members my perspective was the outcome of the poll was not in question.

Transitional training occurred in late November, as usual, to appraise the incoming Senate of their duties and responsibilities and role as the governance body of the Guild. Prior to the commencement of the 2017 Senate term, on 1 December 2016, the President Elect Vineet Chawla, who had been subject to a three-month long internal discipline process culminated in him being found guilty of serious breaches of conduct and was suspended from holding office for twelve months.

Management of this situation, while being concisely defined in the Guilds Election Procedures, did not happen because the Returning Officer chose not to fulfill his duties as prescribed in the procedures resulting in the Guild having no legitimate President.

What followed was an orchestrated willful campaign of disruption by an element within the Senate who acted outside their duties and authority to the detriment of the Guild and its members. I anticipate this will carry forward into the new year with this group of Senators clearly not prepared to follow due process and the rules governing us.

Brett Callender
CEO

GENERAL SECRETARY REPORT

General Secretary Report

The last quarter saw the induction of a new Senate and an unfortunate turn of events regarding Governance and Senate-lead operations of Guild Departments and continuity of past initiatives. Instead of the quarter being spent planning initiatives for 2017, members of the Senate set out in an attempt to dismiss the CEO of the Guild, and wrongfully allege misconduct by the Financial Controller by initiated actions against her; the actions against the CEO are currently subject to investigation by the Fair Work Commission.

Although there are processes and procedures that have been put in place by the previous senate and CEO to ensure the operation of the Guild is not compromised by an incoming Senate, a number of Senators have ignored these, prioritising the dismissal of the CEO and other misconduct allegations over ensuring their portfolios of work being completed. This is evidenced by the lack of Senators present at the ECU Guild stall on O'Day; the Vice-President (VP) Academic and Environmental Officer ignored their responsibilities to the Guild and by virtue of that, ECU Students, and spent the entire Joondalup O'Day at a Socialist Alternative stall handing out flyers promoting Marxism. They also were not present at the Bunbury O'Day, choosing to attend Curtin's O'Day with their Socialist Alternative group instead. Mt Lawley O'Day saw a repeat of what happened at Joondalup. They then claimed these hours as part of their honoraria.

I have had a number of Social and Academic clubs contact me with complaints regarding the Vice-Presidents Academic & Social Activity not engaging with them. All have had the same issue arise, where they have attempted to contact their VP regarding affiliation and funding, and have not received any responses. As I do not want the clubs to suffer, I have spent a large portion of my working hours contacting last year's affiliated clubs to organise affiliation for 2017, and to ensure they have a representative at each of the various O'Days. The VP Academic claims to have met with the heads of such clubs; however, after consultation with all of our previously affiliated academic clubs, this has not happened.

The VP Social Activity has not been into the office at all since his appointment to the position, and the Senate refuses to refer him to Discipline Committee as they want his Senate vote, which he proxy's to another Senator at every meeting of the Senate so far. I have attempted to contact him on numerous occasions, however he refuses to get back to me. The VP Academic has spent some time in the Guild office, however has spent his working hours campaigning against the current Liberal Government on the National Union of Students' "Make Education Free Again" campaign. This is not a campaign that has been officially approved by the Senate, nor voted on by the current Senators as a campaign the Guild is supporting.

Another concerning issue is that the budget is yet to be amended and approved. At a week into Semester 1, this is an extremely urgent matter that the Senate refuses to rectify. The majority of Senators have cancelled last minute at every planned meeting to discuss the budget, among many other matters. Further to this, no Committees have had Senators appointed to them, such as the SSAF Steering Committee or Discipline Committee, due to difficulty in getting them to meetings.

Due to the VP Social Activity's absence, the responsibility to plan events has fallen to a Guild Affiliated club: ECU Parties and Events, and their volunteers. The President of this club Jason Duffin has stepped up to ensure

GENERAL SECRETARY REPORT

that a start of Semester Party goes ahead, using the budgeted money that the previous Senate approved before the end of their term.

After a long and arduous process, the Guild Senate has approved \$50k funding to ECU Jets Amateur Sports Club. There are restrictions however on where the money can be spent, with the Guild stipulating that \$30k is to be spent at Joondalup; \$10k at Mount Lawley; and \$10k at Bunbury. The winter season is set to start in April, with options to participate in AFL, Cheerleading, Futsal, Netball, Touch Rugby, and Social Sports; the majority of these will be based in Joondalup, with Mount Lawley and Bunbury potentially having Social Sports run on those campuses. This is dependent on the number of students who express an interest to play at these campuses; so far less than 10 people have expressed such.

It is hoped the first quarter of the 2017 term will see a marked improvement in Senators adhering to their duties and obligations.

Caitlin Gibbs
General Secretary

VICE PRESIDENT - ACADEMIC REPORT

Vice President – Academic Report

CAMPAIGNS – MAKE EDUCATION FREE AGAIN

As the key spokesperson for undergraduate students, I am bringing the nationwide Make Education Free Again campaign to ECU. This campaign aims to increase student awareness of federal government policies that affect their education, such as course fees and fee deregulation, Centrelink and student welfare, penalty rates for young workers, and funding for universities. The campaign aims to increase student participation and engagement with standing up for their rights, with the main mechanism being the national student protest scheduled for March 29. Cross-campus meetings of education officers and activists from ECU, Curtin, and UWA have coordinated the campaign on a state-wide level.

We have already reached a wide layer of students. Thousands of flyers went in the O-day bags, more were distributed to students on the Mt Lawley & Joondalup O-days directly, and we spoke to hundreds of students about the campaign. We attended the UWA & Curtin O-days to distribute material, where I met with activists from other campuses and the National Union of Students.

The Make Education Free Again campaign is an initiative of the National Union of Students. Student representation at a national level is crucial, and as the key representative of undergraduate students at ECU I am pleased that the guild has affiliated to the National Union of Students for the first time in years.

Lewis Todman
VC - Academic

Vice President – Equity & Diversity Report

Report requested – not submitted

Aqila Burhani

VP – Equity & Diversity

Vice President – Social Activity Report

Report requested – not submitted

Robert Callan
VP – Social Activity

FINANCIAL STATEMENTS

Financial Controller Report

The final quarter of 2016 was a busy period with significant change and ongoing developments after the 2016 elections of the 2017 Senate, with issues surrounding the election, result and actions of the new senate.

From a Finance point of view, we were receiving instructions from our CEO and working to ensure requests were lawful and reasonable, and in accordance with Guild governance requirements.

Other activity during the period was in line with normal activity for the year end. The Guild Ball and other year- end activities were held, well supported by students and funded within budget estimates.

We worked hard to ensure our activities and budgets were utilized for 2016 to ensure we had provided services, activities and events where possible, as part of the 2016 budget planning and mid-year review.

Planning had progressed on the 2017 budget, with the 2016 senate approving a draft budget for 2017, as a starting point for the new senate to consider and update as required to suit the new senate goals and activities.

Preparation for the 2016 audit and finalizing of the financial report commenced, before closing the office in late December for a break for Christmas and New Year.

Please note that post year end meetings with ECU Financial Services Manager, Mehul Ghandi, in consultation with ECU Senior Governance Advisor, Kathryn Clarke, resulted in changes to the format of the financial information presented in this report, to provide more simplified and useful information, reduce possibility of transposition errors and take to reports direct from Xero accounting software.

As a result, we have attached our new 'Financial Report' format, which we will continue to review and improve to provide relevant and accurate information each quarter. The September 2016 quarterly report has also been re-issued in this format as requested.

Melissa Johnston
Financial Controller

NOTE: [See Appendix 1 – quarterly Financial Report](#)

OPERATIONAL ACTIVITIES

Operational Activities

GUILD STUDENT ASSIST (GSA)

Overview

As the representative body for all students at ECU, support and advocacy services are essential in demonstrating the core representational rights provided to those students. GSA's specialise in assessing and helping students within a scope covering health and welfare, financial assistance and support advocacy, including referrals to other support groups and/or professionals where necessary.

The Guild actively supports and promotes continuous training practices and this is particularly the case with GSA's to ensure services provided cater to the varied needs of all students.

CASELOAD REGISTER

Support Type			GSA & Guild Office			
			R Dale ML	C Reed JO & ML	C Terhorst JO & ML	D Webster BUN
			Number of support instances			
Student Assist	Referral					
Financial assistance:						
General enquiry		-	11	5	10	
Food vouchers		1	3	2	2	
Study supplies		-	2	-	-	
Emergency loan		1	5	2	1	
Ad-Hoc / Finance issues		-	2	-	-	
Appeals:						
Result Appeal		6	52	12	2	
Unit Failure		7	-	8	1	
Exclusion appeal		1	12	4	-	
Withdrawal / Extension		2	13	1	3	
Misconduct / Other		1	19	4	-	
Welfare & Education:						
Grievances / complaints		1	11	3	15	
Equity & Diversity		2	7	-	2	

OPERATIONAL ACTIVITIES

Support Type	Student Assist	Referral	GSA & Guild Office			
			R Dale ML	C Reed JO & ML	C Terhorst JO & ML	D Webster BUN
			Number of support instances			
Equal Opportunity			1	-	-	-
Sexual harassment			-	1	-	-
Anxiety / Stress			2	5	3	3
Health / wellbeing			1	2	5	3
Academic / study concerns			3	7	4	15
Course / exam extensions			-	8	-	-
Scholarships			-	2	-	-
Other Support / Queries:						
Centrelink / Medicare			1	2	3	1
Course Fees			-	2	5	-
Accommodation / Housing			1	-	2	1
Legal			-	1	-	-
Visas / immigration			-	1	2	-
Support / Reference letters			-	-	-	2
Careers / Employment			1	1	1	2
Clubs / Activities / General			3	-	-	11
Second Hand Books			2	10	12	-
Guild membership			22	10	7	-
Child Support			-	-	-	3
Volunteering			-	3	3	3

OPERATIONAL ACTIVITIES

RELATED MEETINGS

Associated Meetings	GSA			
	R Dale	C Reed	C Terhorst	D Webster
Department of Education Services WA	1	-	-	-
Equal Opportunities Commission WA	1	-	-	-
Student Appeals Committee (SAC)	-	-	-	-
Guild Staff/GSA meetings	2	5	4	3
General University meetings as GSA	-	4	4	9
Vice Chancellor's Student Advisory Forum	-	-	-	-

OPERATIONAL ACTIVITIES

GUILD ACTIVITIES MANAGEMENT & SUPPORT

Overview

Activities has the responsibility of facilitating all activities including planning, equipment hire, catering, staging, and interaction with internal and external stakeholders for all Guild events ranging from a club BBQ to a major event such as Orientation day. Officers are integral in building and maintaining effective relationships with responsible officers in the Guild Senate, ECU University departments as well as a wide range of external service providers in ensuring Guild events and activities are presented in a professional light with an emphasis on safe environments.

They are also responsible for identifying resource needs and managing the procurement, recording and maintenance of the Guild's equipment assets. The full range of services, and equipment, is available to all Guild departments, affiliated clubs and the broader ECU University community to encourage and support initiatives that result in extended student services.

EVENTS OF NOTE

Event / Activity name	Campus		
	JO	ML	BUN

EVENTS REGISTER:

ATTENDEES LEGEND:

Equip/O

ECU/Equip

>number

Number (+ -)

FT / Only

Affiliated Club event – Guild provided equipment only

ECU event - Guild provided equipment only

Guild / Club event – figure represents number catered for

Guild / Club event – figure reflects ticket sales and/or door count

Guild / Club event – Foot Traffic attendance count not kept

Date	Event	Campus				Event Support		
		JO	ML	BUN	EXT	Staff	Senate	Attendees
				X		2		120
				X		2		60

OPERATIONAL ACTIVITIES

3rd Oct	ENGenius + Robotics Programming Society	X				1		Equip/O
4th Oct	ECU FitClub BBQ	X				1		100
5th Oct	Nursing Students BBQ	X				1		Equip/O
7th Oct	ECU FitClub BBQ - Tavern	X				1		100
10th Oct	ENGenius + Robotics Programming Society	X				1		Equip/O
11th Oct	ECU FitClub BBQ	X				1		150
11th Oct	Equity – Star Gazing	X				1	1	Equip/O
12th Oct	Occupational Therapy Mental Health Day	X				1	3	Equip/O
13th Oct	ECU FitClub BBQ	X				1		150
13th Oct	Mental Health Day		X			1		Equip/O
17th Oct	ENGenius + Robotics Programming Society	X				1		Equip/O
18th Oct	Orange Sock Day / OT Students	X				1		Equip/O
21st Oct	Orange Sock Day	X				1		150
21st Oct	ECU International Tokyo City University		X			1		ECU/Equip
24th Oct	ENGenius + Robotics Programming Society / Zooper Dooper	X				1		Equip/O
25th Oct	Orange Sock Day / Zooper Dooper	X				1		100
26th Oct	Speech Pathology Cake Stall	X				1		Equip/O
26th Oct	Nursing BBQ + Cake Stall	X				1		Equip/O
28th Oct	HALLOWEEN Party	X				2	4	500
29th Oct	ECU Run For It!	X				1		ECU Event
2nd Nov	EthnoCultural Collective	X				1		Equip/O
5th Nov	Saudi Students Association Perth Graduation	X				1		Equip/O
9th Nov	EthnoCultural Collective	X				1		Equip/O
10th Nov	Guild Student Assist Breakfast		X			3		FT / Only
11th Nov	Guild Student Assist Breakfast	X				3		FT / Only
16th Nov	Guild Student Assist Breakfast	X				3		FT / Only
17th Nov	Guild Student Assist Breakfast		X			3		FT / Only
18th Nov	Guild Ball	x	x	x		2	6	350

OPERATIONAL ACTIVITIES

25th Nov	ECU International Tokyo City University		X			1		ECU Event
14th Dec	VARIO Health Clinic Clients							ECU Event
16th Dec	Karaoke CLV ML Village		X			1		ECU Event
17th Dec	POWA BBQ	X				1		Equip/O
21st Dec	ECU International Tokyo City University Farewell BBQ		X			1		150

RELATED MEETINGS

	CAMPUS	
	JO & ML	BUN
Health & Wellness	2	
University Staff & Committees		
SW Campus Activities Group		
Guild Network Community Group		
Bunbury Student Activities		
ECU Sport Committees		
Guild Clubs & Committees	2	
Network & Community		
Student Connect Activities		
Student Villages		
Tavern Events Management		
Guild Staff meetings		

OPERATIONAL ACTIVITIES

MARKETING AND PROMOTIONS

Overview

Continuous engagement with ECU Students is integral to building the Guild's membership base and enhancing the services and support network we provide. Central to the ongoing achievement of these goals is to maintain perpetual lines of communication to inform and empower students to utilize what their Guild has to offer.

Marketing and Promotions is responsible for the support and development for Guild activities and events covering publications/magazine and electronic media including the Guild's website(s) and social media and produce a diverse range of marketing materials for target audiences. Additionally, this area develops and maintains brand identity and secures advertising and sponsorship opportunities to facilitate Guild growth and keeps the Guild abreast of ever changing best practices and, through consultation, implements new initiatives for promotional delivery mediums.

Developing and maintaining vendor relationships for the supply of Guild merchandise and the development and publication of the annual student diary, also fall under this role.

OPERATIONAL ACTIVITIES

GUILD SECONDHAND BOOKSHOP

Overview

The bookshop provides members with a valuable resource in respect to course textbook costs by offering a service to:

- Buy back textbooks for cash, at the highest rate available, from students who no longer require.
- Sell these books back to students for units they are starting, at significantly lower prices than they would have to pay for new books.

The Guild operates its own online, eStore through Shopify to open this service up to all ECU students who are members of the Guild.

A minimum mark-up is applied to the purchased books; that is, just enough to cover eStore and PayPal fees and to ensure we offer the book for sale at the lowest sell price possible.

There are some conditions that apply e.g. for the Guild to buy a book back it must appear on the current semester (*or immediate past semester*) Course Booklists; these are the official University approved lists.

The Secondhand bookshop is very successful and utilized by a large number of students each semester and the Guild heavily promotes the service through its website as well as starting to target nominated dates within the University academic calendar e.g. Orientation days, exam times and open days.

BOOKSHOP ACTIVITY

Stock take

Opening Stock: 1 October 2016
Closing Stock: 31 December 2016

Book Count	Book Value (net)
197	\$8,493
304	\$8,966

Transactions

Book Buy Backs

Number of transactions
Number of books
Buy back value

Campus		
JO	ML	BUN
69	-	-
142	-	-
\$6,764	-	-
JO	ML	BUN
19	-	-
35	-	-
\$1,658	-	-
\$749	-	-
\$909	-	-

Book Sales

Total number of transactions
Number of books
Sales value
Cash sales
PayPal sales

OPERATIONAL ACTIVITIES

GENERAL OPERATIONAL ADMINISTRATION

INITIATIVES / ACTIVITIES

ITEM - ACTIVITY	OBJECTIVE	ACTION
Finance procedures	To meet governance compliance obligations. Ensure consistency of application by all stakeholders.	2017 budget draft prepared and approved by current Senate for submitted to 2017 Senate for action. Ongoing development and implementation of features in XERO accounting system. Review and adjustment of Chart of Accounts in preparation for 2017 budget.
IT Infrastructure review	To ensure the system capable of meeting the Guild's evolving needs moving forward. Ensure all campus offices are accessing and using the same standard operating environment (SOE).	Further enhancements to overall IT experience for staff and senate. Moved servers into dedicated and secure server cupboard.
Policy and Procedure	To meet broader governance obligations Define Senate and Operational delineation in management controls. Ensure consistency of application by all stakeholders.	New policies & templates created. And approved by Senate: <ul style="list-style-type: none"> • Accounting Policy Manual • Bank Accounts Policy • Financial Management Policy • Corporate Credit Card Policy • Generating and Receiving Income Policy • Payment and Purchasing Policy • Procurement Policy • Schedule of Delegation & Authority • HR Policy • Access to Personal Files Policy • Dircksey Regulations • Code of Conduct

OPERATIONAL ACTIVITIES

Change Management	Recruit a replacement GSA officer	Appointment of a new permanent Marketing & Promotions Officer, Ms. Lauren Reed.
HR Records	Provide ECU students with an online resource to seamlessly sell their textbooks to the Guild for 'quick cash' and to be able to purchase secondhand ones at best value.	Creation of New employee files hard copy & Electronic. Check List of all requirements of position

SENATE DEPARTMENT SERVICES

Senate Department Services

AFFILIATED CLUBS SERVICES

Overview

In accordance with the prescribed intent of: **SSAF Expenditure Category (c):** *Supporting the administration of a club, most of whose members are students*, affiliated student clubs receive monetary grants. This support also extends to providing development and training opportunities to advance professional practices that assist in building the clubs profile and standing.

All Guild departments collaborate in developing initiatives to market the benefits of Guild affiliation to prospective clubs and continually seek input from stakeholders that will improve and grow this critical service to clubs.

AFFILIATED CLUBS REGISTER

SOCIAL CLUBS:	
AIIME Reconciliation Club	The Sound
Arts Management Student Organisation (AMSO)	WASP
Boomerang	Collective Hope
CASSA	Intelligence & Counter-terrorism Student Association (ICSA)
Chinese Students & Scholars Association	ECU Buddhist Youth Club
Club Fred	
ECU Badminton Club	
ECU Cheerleaders	
ECU French Club	
ECU Parties & Events	EDUCATION CLUBS:
ECU Quidditch	ECU Student Law Society
WASTV ECU	Network Teach
Enactus ECU	Engineering Club
ENGenius	Performing Arts Union
Jack of Arts	West Australian Student Paramedics
Nerdspace	Medical Exercise Science & Health Students Society (MESH)
POWA Anime Club	Arts & Humanities Collective
Club Diva	Nursing & Midwifery Collective
Robotics & Programming Society	
The Gospel Stand	
Japanese Studies Club	

SENATE DEPARTMENT SERVICES

EQUITY & DIVERSITY SERVICES

Overview

This department's core purpose is to encourage, support and promote the needs and rights of student groups dealing with equity and diversity issues in their daily lives. This purpose is aptly embodied by the seven collectives / clubs representing these needs.

The department actively lobby's the University's executive and other relevant stakeholders both internal and external to ensure equity requirements are acknowledged and addressed within the broader university community.

AFFILIATED COLLECTIVES REGISTER

COLLECTIVE NAME
Aboriginal Student Union
ECU Disability Collective
ECU Ethnocultural Collective
Mature Age Student Network (MASN)
ECU Queer Collective
ECU Wellbeing Community
ECU Womens Community

STUDENT GUILD CONTACT INFORMATION

Student Guild Contact Information

SAMUEL MARTYN PRESIDENT	BRETT CALLENDER CEO	MELISSA JOHNSON FINANCIAL CONTROLLER
Tel (61) 08 6304 2651 Mob 0432 560 920 s.martyn@ecuguild.org.au	Tel (61) 08 6304 5915 Mob 0473 925 831 b.callender@ecuguild.org.au	Tel (61) 08 6304 5134 Mob 0419 936 836 m.johnston@ecuguild.org.au

Edith Cowan University (ECU) Student Guild
Building 34 ECU Joondalup Campus
Tel (61) 08 6304 5915
www.ecuguild.org.au



APPENDIX 1

APPENDIX 2