



June ECU Student Guild Senate Meeting Minutes

Location: JO 2.443

Date: Friday June 2nd 2017

Time: 09:00am – 11:00am



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1.0 Attendance

1.1 In Attendance

President –	Sam Martyn
General Secretary –	Caitlin Gibbs
Vice-President (Equity & Diversity) –	Aqila Burhani
Vice-President (Social Activity) –	Jason Duffin
Postgraduate Officer –	Diane Smith
General Senator –	Adnan Akram
General Senator –	Simon Waddilove
South West Officer –	Rebecca Joyce
CEO -	Brett Callender (Accredited Observer)
Financial Controller –	Melissa Johnston
Immediate Past President –	Lewis Price (Accredited Observer)
Member –	Syed Shariq Ahmed (Observer)
Member –	Oliver Kung (Observer)
Member –	Rakhi Mahbuba (Observer)
Member –	Stewart Lee (Observer)

1.2 Apologies

Vice-President (Academic) – <i>(Vacant)</i>
Environmental Sustainability Officer – <i>(Vacant)</i>
International Officer – <i>(Vacant)</i>
General Senator – Lauren Thomas (proxy Di Smith)



2.0 Preliminary Matters

2.1 Acknowledgement of Country

"I would like to acknowledge that we are meeting on Wadjuk Nyoongar land, and I would also like to acknowledge their elders, both past and present. We recognise that the land was stolen and never ceded, and it always was and always will be Aboriginal land."

2.2 Declaration of Conflict of Interest

2.3 Announcements

Sam requests that all Senators wear their Senator shirts for all future Senate Meetings.

2.4 Office Bearers Reports

2.4.1 President

Sam reports he has increased Secretariat Meetings to once a week which have been quite productive, and that the Secretariat have committed to a same-day email reply system inside of business hours.

He has been meeting with University Staff to re-establish the relationship between the Guild and the University and recently met with WA University Presidents to discuss the government and lobby the Government to oppose the changes.

He has conducted a number of interviews with candidates for the vacant Senate positions.

2.4.2 General Secretary

Caitlin report that over the last month she has been assisting Jason with WinterFest promotion. In Lauren's absence has been updating the Facebook, Website, and Mailing List, and has been liaising with Academic Clubs whilst the Vice-President (Academic) position is vacant.

2.4.3 Vice-President (Academic)

2.4.3 Vice-President (Equity and Diversity)

Aqila reports that in collaboration with the ECU Ethnocultural Collective hosted an IFTAR dinner for start of Ramadan. She also hosted barbecue for the University's Aboriginal and Torres Strait Islander Reconciliation event.

2.4.5 Vice-President (Social Activity)

Jason reports he has been organising Quiz Night and WinterFest and staying in contact with clubs.

2.4.6 Environmental Sustainability Officer

2.4.7 International Officer

2.4.8 Postgraduate Officer

Diane reports that she hasn't been very active as she has been unwell, however has the CAPA SGM coming up within the next month which she will be attending.



2.4.9 General Senator (A.A)

- Assisted Aqila with the IFTAR Dinner.
- Assisted the ECU Islamic Society with Affiliation.

2.4.10 General Senator (S.W)

Simon reports that he has been maintaining Student Garden, assisting Paul with events, and had a meeting with Kim Fitzgerald about the My International Day. He also met with students interested in starting a Criminology Club.

2.4.11 General Senator

2.4.12 Southwest Officer

Rebecca reports that she has been quite busy in Bunbury where they have hosted a number of events including:

- Stress Less Event
- Garden Day
- Guild Dinner
- Biggest Morning Tea

Rebecca and Diane has been meeting with University regarding activities on a fortnightly basis.

Both her and Diane have started planning for Semester 2 and the End of Year Ball.

2.4.13 CEO

- Marketing and Promotions Officer is away on Jury Duty; Brett has organised a third year Marketing Student to intern whilst Lauren is away.
- The website development is going slower in Lauren's absence, however we have a developer working on the theme and plugins in her absence.
- Diane in Bunbury will be taking 12 months long-service leave in July so Brett is looking to replace her for duration of her absence.
- Brett has set up a new computer system in Bunbury for Rebecca.
- Finalising the 1st Quarter SSAF Reports.
- Policy and Accountability Committee will be meeting so that a recommendation for a number of policies can be put to the Senate, one of which will be a Credit Card Procedural Policy.
- Mount Lawley will be repainted in the coming weeks.
- University have paid for a hot/cold tap installation.
- SSAF Steering Committee will be meeting next week; Brett has comprised a proposal for this.

2.4.14 Financial Controller Report

First Quarter for 2017 Report has been closed and they have began the Second Quarter Reporting.

Quarterly Instalment of SSAF Funding will be due within the next 6 weeks.



2.3 Approval of Previous Senate Meeting Minutes

SM1706/01 - Motion that the ECU Student Guild Senate approves the minutes from the May Senate Meeting as formal, accurate and read.

Moved: Caitlin Gibbs

Seconded: Sam Martyn

Motion Carried Unanimously



3.0 Discussion Items

3.1 Officer Vacancies

The Secretariat interviewed and screened a number of candidates for the positions and has recommended the following candidates:

VPA – Stewart Lee

International Officer – Rahki Mahbuba

Environmental Sustainability Officer – Oliver Kung

General Senator Co-Option – Syed Shariq Ahmed

To assist the International Officer.

3.1.1 Vice-President (Academic)

SM1706/02 – Motion that the ECU Student Guild Senate appoint Stewart Lee as the Vice-President (Academic) for the remainder of the 2017 term.

Moved: Sam Martyn

Seconded: Aqila Burhani

Motion Carried Unanimously

3.1.2 Environmental Sustainability Officer

SM1706/03 – Motion that the ECU Student Guild Senate appoint Oliver Kung as the Environmental Sustainability Officer for the remainder of the 2017 term.

Moved: Sam Martyn

Seconded: Simon Waddilove

Motion Carried Unanimously

3.1.3 International Officer

SM1706/04 – Motion that the ECU Student Guild Senate appoint Mahbuba Rakhi as the International Officer for the remainder of the 2017 term.

Moved: Sam Martyn

Seconded: Aqila Burhani

Motion Carried Unanimously

3.1.4 General Senator Co-option

SM1706/05 – Motion that the ECU Student Guild Senate appoint Syed Shariq Ahmed as a co-opted General Senator for the remainder of the 2017 term.

Moved: Sam Martyn



Seconded: Caitlin Gibbs

Eight for; one abstention

Motion Carried

Adnan would like his abstention noted.

3.2 Senate Conduct and Separation of Responsibility

See Appendices A and B.

3.3 Bank Accounts

3.3.1 Added Signatory

SM1706/06 - Motion that the ECU Student Guild add newly elected Guild President Sam Martyn as bank account co-signatory of the following accounts:

- Bendigo Bank Trading Account 633-000 149163203
- Bendigo Bank Hi Interest 633-000 149449423

And arrange online banking access and authorisation token.

Moved: Caitlin Gibbs

Seconded: Simon Waddilove

Motion Carried Unanimously

3.3.2 IOOF Pursuit Select Investment Account

SM1706/07 - Motion that the ECU Student Guild update IOOF Pursuit Select Investment account (Client number: 321396M) authorised contact details to:

- Brett Callender CEO
- Melissa Johnston Financial Controller
- Sam Martyn Guild President
- Helen Cooper Finance Officer

And arrange online access for all.

Moved: Caitlin Gibbs

Seconded: Simon Waddilove

Motion Carried Unanimously

3.3.3 President Credit Card

SM1706/08 - Motion that the ECU Student Guild resolve to issue newly elected Guild President Sam Martin with a Mastercard from the existing Bendigo Bank Mastercard Corporate Card facility, with a credit limit of \$1500

Moved: Caitlin Gibbs

Seconded: Simon Waddilove

Motion carried Unanimously



4.0 Appendices

4.1 Appendix A – Senate Conduct

4.2 Appendix B – Separation of Responsibility

4.3 Appendix C – Stewart Lee Cover Letter and Resume

4.4 Appendix D – Mahbuba Rakhi Cover Letter and Resume

4.5 Appendix E – Oliver Kung Cover Letter and Resume

4.5 Appendix F – Syed Shariq Ahmed

Meeting Closed 10:08AM