



SENATE MEETING MINUTES

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| MEETING DATE: | Monday, 25th February 2019 |
| MEETING TIME: | 1430 – 1730 hours (scheduled) |
| MEETING LOCATION: | JO 1.447 (Council Chambers); SW 5.142 (vc); ML 10.307 (vc) |

Meeting Opened at 1452 (7 SENATORS = QUORUM)

Opened by Sarah while awaiting AM

1.0 - ATTENDANCE

1.1 - In Attendance

- A. Mehta – President - JO
- S. Cavanough – General Secretary - JO
- F. Akram – VP E& D - JO
- A. Koech – VP SA
- E. Chew – E & S Officer (holding DO's proxy)
- D. Om – Postgrad Officer – LOA (Elsa holds Proxy)
- V. Khetiya – International Officer LOA
- E. Mayhew – SW Officer – Via Conference Call SW
- W. Gichira – GS SW – Via Conference Call SW
- R. Kumar – GS - JO
- G. Maher – GS - JO
- S. Shah – GS - JO

1.2 – Observers – Guild CFO M Johnston

1.3 Accredited Observers

2.0 – APOLOGIES

- V. Ketiya – International Officer (LOA granted)
- D. Om (LOA granted and proxy to Elsa)

3.0 – PRELIMINARY MATTERS

3.1 - Acknowledgement of Country

“The Guild acknowledges that we are meeting on Wadjuk Noongar land and also Wardandi Nyoongar land, and acknowledges their elders, both past and present. We recognise the land was stolen and never ceded, and always was and always will be Aboriginal land.”

3.2 - Approval of Previous Senate Meeting Minutes (December and January)

Motion SM1902/01—Adjourned

Note: GM requested her annotated copies for agenda from December. (Copy #4? – SC to check – wrote name at top). Scan and email

Motion that the Senate approves the minutes of the December 2018 and January 2019 as formal accurate and read.

Moved: Sarah Cavanough

3.3 - Declaration of Conflict of Interest

GM stated she was involved with a club that may seek financial status – no conflict

References SM1902/02 – Approval of Affiliates

3.4 – Announcements

NIL

3.5 - Office Bearers Reports – Verbals today as few OBR reports being received and we have time at today's meeting.

Written reports to be sent to Gen Sec.

3.5.1 - President

3.5.2 - General Secretary

3.5.3 - Vice President (Academic) - LOA

3.5.4 - Vice President (Equity & Diversity)

3.5.5 - Vice President (Social Activity)

3.5.6 - Environmental Sustainability Officer

3.5.7 - International Officer - LOA

3.5.8 - Postgraduate Officer

3.5.9 - South West Officer

3.5.10 - General Senator

3.5.11 - General Senator

3.5.12 - General Senator

3.5.13 - General Senator (SW)

3.6 - Accredited Observer Reports – M. Johnston – Financial report and budget update.

Budget 2019 – status update and review explained that currently the budget is well over and may need to look at a 10% reduction across all areas. At the moment 200K over budget of \$2M she said money could be saved with some adjustments in salaries re Norae's position.

Said many costs are fixed such as rent overheads, salaries, computer support internet services printers etc. Better way to find savings is to do so across the budget rather than wipe out big ticket items.

Vimal's budget in particular would need to be reduced as he hadn't reduced it to date despite it being raised with him.

Commercial outlet update.

MJ & AM met with University including Kerry Devine and Kathryn Clarke. Kerry has been handed the project to review all factors of the plan as the Director of the area is on long term leave due to sickness. He was concerned the current plans done by Stewart and Greg was not within the brief. The University felt the costs were far too high and wasn't in the best interests of the Guild at current costings.

Kerry said the University was no longer able to provide any funding at the moment, and Kathryn indicated the University would be unlikely to approve reserves funding under the current plans.

Their recommendation was to go back to the drawing board and come up with a cheap plan that was not so commercial and more of a student space.

GM suggested maybe an outlet with just coffee, toasted sandwiches and basics including microwaves in more of a hangout type place that has worked for others she has seen that was successful.

AM said the liquor license was still being retained for the moment but that may change.

3.7 - Observer Reports

NIL

4.0 – PRIORITY ITEMS

4.1 – 2019 Funded Affiliates (Clubs)

Preamble:

(From the ECU Guild Affiliation Policy)

Guild Affiliation

Guild Affiliation aims to develop a cooperative relationship between the Guild, Clubs, Societies, and Collectives at ECU. It is designed to support the development and activities of Affiliates and to help foster a productive atmosphere and promote student inclusiveness.

- a) Academic affiliates, for the purposes of clarity and reference, will be referred to as Societies;
- b) Equity and Diversity affiliates, for the purposes of clarity and reference, will be referred to as Collectives;
- c) Social, sporting and other general interest affiliates, for the purposes of clarity and reference, will be referred to as Clubs;

Types of Guild Affiliation

The Guild offers two levels of affiliation:

- a) Basic Guild Affiliation
- b) Funded Guild Affiliation.

21 Applications for funded affiliation have been received via the prescribed Formstack web-based application. 5 applications have been received for basic affiliation in 2019. The deadline for affiliation has been extended 5th March. A table has been created below detailing the clubs that have been assessed and approved by the General Secretary in accordance with the ECU Student Guild Affiliation Policy. Clubs that have applied but are not on this list require further investigation as to their eligibility for Guild affiliation in 2019.

Note:

Eligibility for Funded Affiliation

An organisation is eligible to apply to the Guild for registration as a Funded Affiliated Body provided that:

g) it keeps and maintains a membership register containing the names and student ID numbers of its members, which is accessible to the Guild; “

Motion SM1902/02

Motion that the Senate approves the affiliation status of the clubs and societies detailed in the below table on the proviso that an up-to date membership register is provided by each applicant by close of business on Friday 8th March 2019.

Conflict: Sarah Cavanough declares conflict for her current VP role in ECU Aviators Academic Club and as current President of ECULC

Other conflicts: Elsa Chew as the current advisor and founder of ECU Malaysia Club.

Moved: Seema Behrami

Seconded: Faizan Akram

COI's declared for club involvement: Abstentions – S Cavanough; Georgia Maher; Elsa Chew; Raj Kumar; Syed Shah).

Motion carried. No dissent.

| Name of Applicant Organization | Affiliation Type |
|---|-------------------------|
| Finance & Accounting Society (FAS) | Funded |
| Socialist Alternative (SALT) | Funded |
| Ahlulbayt Humanity Club | Funded |
| Women In Engineering (WIE) | Funded |
| ECU Malaysia Club | Funded |
| ECU Pinoy Club | Funded |
| ECU Aviators (ECA) | Funded |
| ECU Cricket Club | Funded |
| ECU Women in Business (WIB) | Funded |
| | |
| ECU Liberal Club (ECULC) | Basic |
| Women of WAAPA | Basic |
| ECU Christian Union Mount Lawley Campus | Basic |
| Gospel Stand | Basic |
| ECU Afro-Caribbean Society | Basic |

5.0 - DISCUSSION

5.1 – HR Matter 1: Recruitment and New Staff Jan/Feb 2019

Recently the General Secretary, HR Coordinator and external HR Consultant have been undertaking a range of formal recruitment duties and conducting panel interviews in order to recruit:

- 3 x new Guild Student Assist Officers
- 1 x Administration and Finance Clerk (front desk role)

Most pleasingly, they have been successful in recruiting exemplary candidates for all of the above positions as detailed below:

Mr. Johnathon Treloar – Part-time GSA (started)

Ms. Carly Elvin – Part-time GSA (started)

Ms. Samantha Barrie – Full-time GSA (start date 18/3)

Mrs. Anthea Marshall – Full-time Business Administration Officer covering the reception, bookshop, admin and finance support.

All of the above new staff members bring a wealth of experience and wonderful personalities to the Guild and its members. Please make them feel very welcome.

5.2 – Guild Events – Past and up-coming

The Guild Senate and Activities Staff have been challenged by the change in format of O days in terms of cost, available man-power and notice. Paul and Lauren and the casual team have done an excellent job of pulling everything together with reduced notice. The University may require feedback on this new format from the Guild in the future, so discussion and de-brief is invited in order to provide this from the Senate as whole.

Additionally, Mel, Lauren and Norae have handled the increase in student enquiries at the Guild offices, which has caused an increase in their own work disruption.

Note: Georgia has been invaluable in coordinating the bag-packing and has saved the Guild casual hours in doing so. The General Secretary wishes to extend the thanks of the Secretariat to Georgia for the initiative she has shown in this endeavour, and for her unfailing attendance at the O day lunch-time events. 😊

Up-coming events:

- Guild Fairs – JO; ML; W
- Clean up Australia Day
- Chinese New Year
- Toga Party
- Guild Clubs training Day

5.3 Update – 2018 Senate Meeting Transcripts

The following months' transcripts have been completed:

May 2018; August 2018; September 2018; October 2018.

July's recording may have failed, so it may not be possible to obtain an independent transcription

The Guild's CFO has very kindly offered her (neutral) services to summarize the transcripts into a publishable format. The originals will be kept on the S://, and not published in their entirety due to defamatory, disparaging and confidential remarks concerning current and past staff and Senate employment matters.

Senate may review the full transcripts upon request. They make for lengthy reading.

5.4 Eastern States students

Discussion on how and what support can be provided to these campuses who are primarily International students.

Noted that this would not be a straight forward process and this led to discussion on SSAF fees paid by international students which is an ongoing issue between the Guild and ECU. It was accepted that an amount equal to the SSAF was retained by the University for each International student but there I concern over 50% of that not being provided to the Guild. SC said the CEO had been researching this prior to the troubles of last year.

6.0 – OTHER ITEMS

NOTE: Sarah said a Farewell party would be organized for Norae details for Norae TBA – watch your emails please.

7.0 - APPENDICES

7.1 Appendix 1 – CONFIDENTIAL IN CAMERA AHRC legal advice – November (August 2018)

7.2 Appendix 2 – CONFIDENTIAL IN CAMERA AHRC correspondence

7.3 Appendix 3 – CONFIDENTIAL IN CAMERA Investigation update correspondence J Baskwell

Meeting closed at 1617 hours.

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| Next Meeting Date: | Tuesday 11th April 2019 |
| Next Meeting Time: | 15.30pm-16.30pm |
| Next Meeting Location: | TBC |