



SENATE MEETING AGENDA

MEETING DATE:	Friday 5 July 2019
MEETING TIME:	1520 – 1730 hours
MEETING LOCATION:	Council Chambers B1 – R447 Joondalup Campus

1.0 - ATTENDANCE

1.1 - In Attendance

A Mehta, proxies to Faizan until arrival, on flight transfer
E Chew
F Akram
S Behrami, Ellen's proxy
A Koech
D Om
R Kumar
S Cavanough – Chair, holds Wakiini's proxy
G Maher
V Khetiya
S Shah (Abbas)

1.2 – Accredited Observers – B Callender CEO

1.3 – Observers – Staff member – M Johnston Financial Controller

2.0 – APOLOGIES

Waikini Gichira – SW- LOA
Ellen Mayhew – SW- LOA

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 2018 minutes- Melissa and Brett has been invited to sit out in this discussion

Georgia has raised some concerns about the December 2018 minutes and has brought it up to Sarah for review with the senate. As motion was an IN CAMERA motion, an IN CAMERA discussion was conducted in within the senate members.

Motion SM1812_06 amended with considerations of senators.

Amended December 2018 **SM1812_06 motion** moved by Sarah

Seconded: Elsa

Motion was carried anonymously.

Faizan has raised a concern about the preamble for motion SM1901_01. He has suggested that the agreed nominators for the DC was 3 students instead of 4 students. The DC will be made up of the 1 HR professional who will chair (external to the Guild), a JP or related will act as XO and 3 students who are not senator of the Guild but are Guild members. A background of the JP will be researched on as needed upon appointment to the panel of the DC.

A total is 5 people in total.

Amended January 2019 **SM1901_01** motion moved by Sarah

Seconded: Faizan A

Seconded: Elsa C

Motion was carried unanimously

Motion **SM1907_01**- December 2018, January 2019 and February 2019 minutes as amended and approved by senate.

Moved: Sarah C

Seconded: Georgia

Motion was carried unanimously

Mel and Brett was invited back to the table to continue the meeting. Brett has suggested to the senate that other than the IN CAMERA discussions, the CEO is to be included in discussions to help protect the senate from making wrong decisions.

Senate has noted with that information in mind.

3.3 - Declaration of Conflict of Interest

Seema declared a conflict of interest for item 5.1

Georgia and Elsa declared a conflict of interest for item 4.4

Sarah has suggested that we will handle the conflict when up to item 4.4 as all general senators will face a conflict of interest as a resort of hour increase. For the peak periods.

Sarah suggested that senators will have to speak up a little to ensure the proper recording of their voices.

3.4 – Announcements

NIL

3.5 - Office Bearers Reports (Template Provided), to provide it for records

3.5.1 - President

3.5.2 - General Secretary

3.5.3 - Vice President (Academic)

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

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 – CFO

Mel proposed that the operations staff was happy to have Brett back. They were holding the line and getting essentials done such as the Guild days and orientation days. Mel has also commented that ops and senate finalized the budgets with cooperation from both sides which was great. She understood that it was a difficult process to get it under 2 million. Also, she has put into consideration that the senate is negotiating getting funding from the international basis from the University that they have yet to support and with further to that, the GSA's has had a meeting with other GSA representatives. They then to do this 3 to 4 year in a year and it has been clarified that the other Universities do get the international funding from their Universities. A couple of them get an amount which is exactly the SSAF amounts per head of the international students. Some other Uni's get a lump sum of that plus a few thousand dollars extra. Therefore, there is a sort of 'precedent' which with more research and support will help the budget situation. Thus, we can then think about expanding the resources such as other Universities having specialist GSA's tackling the international student's problems that would arise, financial counselling and other services that could be improved with increased demand. Mel has also been focusing on getting the SSAF 1ST quarterly report done for reporting to the Uni. The 1st quarterly funding will be received by the end of this month. And then second report will be chased upon in the next few weeks. Also, the reports are important for ensuring the funding be approved on time to sustain the Guild effectively. GSA was doing well, Nikki covered for Anthea as she was away on leave. Nikki has proposed that it was a good time with all of us during her time here. She has voiced her appreciation to all the staffs and senators for the time that she has spent at the Guild.

3.7- Accredited Observer Reports – CEO

Been here for 2 months, majority of the time has been taking the time to catch up on things. Has been taking time to finalize HR matter such as movement of staffs, and compliance issues of the Guild which has now been resolved. Also, with Anthea working with the OHS side of things, the Guild has been able to sign off on the last orders as needed to be compliant. SSAF deed to be followed up with the University as it has been difficult with the University each year to arrange a time for authorities to meet up. But that will be Brett's next task to prioritize on. And also following up on records in relations to legal documents which Brett is focused on. Expanding on the international funding proposal that has been suggested by Mel, Brett has further clarified that with all pass records and recollection from 2012, the SSAF is indeed collected by International students itself but in breach of the ECU Act, the University has not provided the Guild with at least 50 % of the funding. So Brett recommend that the senate follow on with this proposal with extreme caution and that we discuss it further with appropriate measures before agreeing to any obligations as proposed by the University. Brett has elaborated that with the extra funding, the Guild will be able to push forward more programs which can benefit all students with different demographics and backgrounds.

Elsa has asked if the GSA do provide services to International students in University?

Brett has clarified that yes the GSA do not exclude services to the international students. As the Guild is there to provide advocating supports regardless of demographics.

4.0 – PRIORITY ITEMS

4.1 - Café Proposal update – Sarah, Melissa

The Guild and the University have withdrawn from this proposal.

The restrictions the University were imposing made the venture unviable with our feasibility study showing the Guild would lose money.

Melissa has explained the finance side of things such as hiring of staffs, purchasing of resources, leasing of the space, the University has thought that it would not be viable for the long standing of the Guild. Melissa took the suggestion back to secretariat and as a group, secretariat has suggested that there should be further evaluation on this matter to look at this option.

University has then proposed for a deadline by the 1st of June to get back to them with a decision and an amended proposal, with agreeance to start operation by the 1st of September. This was just impossible to achieve due to the time contains.

Therefore, come 1st of June, as there was meeting of deadline in regards to the guild café proposal and long term planning, the University has sought alternate opportunities for the space.

Melissa has said that although it is an unfortunate outcome, it is not a bad one for the long run. And in the meantime, there is discussions in contact with the University with a few indications of some leases around the tavern which will be the next upgrading precinct area in the University which we can keep out a look on. University has also suggested to hold fire and invest into a possible business that would generate revenue instead of putting in money in a project which is rushed on and of no clear direction. Such as the COOP which has already been moved next to the tavern as of now.

4.2 – Affiliate approvals

See appendices

Adjourned due to finalizing by Sarah

4.3 Circular Motions confirmations

CM1905/01 – TOIL payment approval re CEO

CM1906/01 – Approval for Naidoc Week video – Guild contribution

4.4 – Motion – Senator hours increase over mid semester break

Preamble:

“CFO has reviewed the senate wages budget to ascertain if there is budget available to allow for proposed additional payment for general senators. This would be in the form of an hourly rate for a short period during the mid-semester break (as was done at the start of the year), to allow for additional planning, bag packing, orientation, Guild Fair and other ad-hoc work to be completed during their break. Assistance will also be helpful as some Secretariat Senators are going to be absent, including Abhishek and Alfred away for three weeks from mid-July and Seema away for 1 week, and Sarah away from mid-July (maternity) leaving only Faizan on deck.

With regard to budget, based on hours paid year to date, we do have budget available of over \$30,000 unclaimed. Therefore, we do have the funds available.

It is proposed that up to 8 non-secretariat senators could work up to 15 hours for 6 weeks from now till the end of week 1, ending 3/8/19 (equates to \$30,408 if fully claimed). This will allow Guild Fair support plus Orientations/Inductions.

Note: Senators will be prescribed projects or tasks to ensure value for increased hours AND the extra hours will need to be completed on campus in the office or other on-campus duties.

Motion: SM1907/02

Motion that the Senate approves supplementary payment to general senators for prescribed work over the mid semester-break in accordance with the details defined in the preamble.

Sarah has further elaborated that there will be a few task that will need to be managed by the secretariat such as sitting on student appeals and helping out with office coverage leading up to busy periods of the beginning of the semester 2.

Elsa has requested for schedules of meeting or appeals that will be needed for student representation to senators to better organize their times for effective planning.

As this motion is effective towards the general senators, voting was based on 5 secretariat votes only.

Moved: Sarah

Seconded: Faizan

Motion carried unanimously

5.0 - DISCUSSION

5.1 – **IN CAMERA** – HR matters

Abhishek arrived at 16.30 from airport transfer

Elsa left at 16.50 due to prior arrangement

Motion: SM1907/03

As a conclusion, Sarah will be sending documents to senate for a better overall understanding to help with their decision making on the motion as proposed. Abhi has asked for Sarah to follow up on more documents which was missing to help in the decisions making by the senators. A circular motion in regards to fine tuning of the details will be proposed to the senate at a later date while working in a strict time limit.

Meeting adjourned at 1730

5.2 – Academic Department – Stipend Payment for 2019 T&L Reps

Seema to provide background with possible call for motion. **adjourned**

5.3 – Proposed changes to the Affiliation Policy as raised by the VPA / VPE

Seema will provide the background and proposal for this **adjourned**

5.4 – Affiliation Issues

Non-compliance issues relating to ECU Engineering – Seema and Sarah to provide details **adjourned**

5.5 – Mid – year audit of all clubs including equity

To ensure compliance to the affiliation policy and spending guidelines, including failure to follow the direction of the VPE – Seema, Faizan and Sarah to provide details **adjourned**

5.6 – Discussion of approvals for proposed conference attendances

- a. VPA & VPE – University Conference – Seema and Faizan to present
- b. Environmental and Sustainability Officer – Environmental Sustainability conference – Elsa to present

If approved these may need motions. **adjourned**

6.0 – OTHER ITEMS

6.1 – OHS Policies

CEO to provide update **adjourned**

6.2 – General Secretary

Update on what will happen when Sarah is away on maternity leave – Sarah **adjourned**

6.3 – Discipline Committee

Update on this – Abhishek & Sarah

Abhishek awaiting Employsure advice for discipline structure for senator (employee) issues. **adjourned**

6.4 – Semester 2 – Senator availability schedules to General Secretary by 10 July 2019 – Sarah **adjourned**

6.5 – Guild Ball Volunteer Recognition – certificate / trophy – Alfred **adjourned**

6.6 – Thank you card to Nikki Schroder who covered for Anthea when she was on leave – Sarah **adjourned**

7.0 - APPENDICES

7.1 – Appendix 1 – Minutes December 2018

7.2 – Appendix 2 – Minutes January 2019

7.3 – Appendix 3 – Minutes February 2019

7.4 – Appendix 4 - Minutes April 2019

Next Meeting Date:	06/09/19
Next Meeting Time:	10.20am
Next Meeting Location:	31.228