



SENATE MEETING MINUTES

MEETING DATE:	Monday 30th July
MEETING TIME:	10am-12pm
MEETING LOCATION:	Joondalup Building 2 Floor 4 meeting room

1.0 - ATTENDANCE

President	Stewart Lee
General Secretary	Greg Warren
Vice President (Academic)	Absent – proxy to Joel
Vice President (Equity & Diversity)	Vesh Arumugam
Vice President (Social Activity)	Caitlin Gibbs
Environmental Sustainability Officer	Harrison Gray
International Officer	Shariq Ahmed
Postgraduate Officer	Joel Coyle
South West Officer	Absent
General Senator	Absent with leave -Modjadji
General Senator	Faizan Akram
General Senator	Absent
General Senator (SW)	Absent (Due to a mixup with the University we were told Nicole had graduated, she had instead switched courses and the University had made a clerical error. Her position as a Senator was reinstated and she was granted retrospective leave for the meeting.)

2.0 – APOLOGIES

Sarah – Working at Canning – proxied to Joel

3.0 – PRELIMINARY MATTERS

3.1 - 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."

3.2 - Approval of Previous Senate Meeting Minutes

SM1807/01 - Motion that the ECU Student Guild Senate approves the minutes from the June Senate Meeting as formal, accurate and read.

Senate spent 45 minutes reading the minutes.

Amendment: Removed comments some Senators wanted off the record.

Moved: Stewart Lee

Seconded: Shariq Quadri

Amendment carried unanimously. One abstention (Vesh) who was absent in previous meeting.

Motion moved: Greg Warren

Seconded: Stewart Lee

Motion: Carried with one dissenting vote (Sarah Cavanough on grounds she didn't have time to read the minutes before the meeting). One abstention (Vesh) who was absent in previous meeting.

3.3 – Circular Motions

3.3.1 Circular Motion CSM1807/01 – Motion that the Senate change the date of the SGM to Friday the 3rd August @ 9:30am.

The SGM is to called with the following motion on notice:

Motion that the members of the ECU Student Guild approve the changes “in principle” to the ECU Student Guild Constitution as outlined in Appendix A.

Appendix A to be approved by the Senate before the SGM agenda is due to be sent out for the SGM on the 27th of July.

Moved: Stewart Lee

Seconded: Greg Warren

Motion Carried with one no vote (Sarah Cavanough)

3.3.2 Circular Motion CSM1807/02 -Motion that the members of the ECU Student Guild approve the changes “in principle” to the ECU Student Guild Constitution as outlined in Appendix A, with authority for the President and General Secretary to negotiate with the University in amending elements of the changes as long as those amendments do not change the intent of the proposed changes, but are necessary for the proposal to be submitted for approval by the University Council.

Moved: Greg Warren

Seconded: Caitlin Gibbs

Motion Carried 9 Yes Votes, 3 No votes (Sarah Cavanough, Faizan Akram, Abishek Mehta)

SCM1807/03 – Motion that the ECU Student Guild recommends that Edith Cowan University charge 100% of the maximum allowable Student Services and Amenities Fee (SSAF) for 2019.

Moved: Stewart Lee

Seconded: Greg Warren

Motion carried 9 votes yes, 4 abstentions (Sarah Cavanough, Abishek Mehta, Shariq Quadri, Nicole Maskell)

3.4 - Declaration of Conflict of Interest

None

3.5 – Announcements

Confidential:

<redacted>

Stewart: O'day. Was a really poor day. Rained most of the day and the smaller setup made it barely worth doing. Stewart thinks that we should go back to the old format next year.

Greg: Disagreed, pointing out that many of the schools are now focusing on course inductions of 50 to 100 students rather than the very large ones of the past. They are also spreading those inductions over the two Orientation Weeks so there won't be as large a mass of students available on O'day any more.

Discussion should be held with all the schools regarding their plans and working out how the Guild can supplement them.

Greg also suggested working with the Schools and groups like 1902 to make up Guild bags with materials relevant to students going through orientation.

3.6 - Office Bearers Reports

3.6.1 - President – Stewart

July was a busy month for the Guild. The Mt. Lawley campus is within an electorate that was due to vote in a federal by-election - Perth. As part of my ongoing plan to make sure the Guild is engaging and representing students on national issues as well as on campus-level ones, the ECU Student Guild in partnership with the Curtin Student Guild decided to hold a candidates' forum with a focus on youth issues. After a considerable number of hours by both me and the Curtin Student Guild President Liam O'Neill, several conservative and/or right-leaning candidates opted not to attend. The initiative was subsequently called off, but the groundwork has already been done. This may, in the end, be useful later in 2018 with a snap federal election increasingly likely. I intend for these events to be used to engage students on issues that affect them, alongside enrolment drives with the Australian Electoral Commission, and campaigns on issues such as housing, higher education, and wages. This goes to our core as a student union.

I have continued to engage several stakeholders at the University with regards to a waste-reduction initiative endorsed in-principle by the Senate earlier in the year. This has been to ensure that people with disabilities are not left behind because of any straw-phaseout the university undertakes, and to ensure that the Guild and the University are working together to increase access to reusable bottles as part of a single-use plastic phaseout currently underway.

Alongside the General Secretary and the Vice-President (Social Activity), I have been working to ensure that our Building 22 café proposal continues to progress. This includes back-and-forth discussion with our contractor to ensure that we are getting a product that will serve the needs of students and be something that helps us to expand our budget and, by virtue of that, the services that we can provide to students.

I started to look at how we could expand the number of FTE hours available for the Guild Student Assist service and, with an expansion of office space, what such an expansion would look like. Some ideas include the setup of an ECU Food Bank to assist students in hardship, increasing our ability to provide general industrial relations advice,

or allocating more time to help students who are struggling with, for example, housing or the Department of Home Affairs (formerly Department of Immigration).

Again, with the General Secretary and key stakeholders from ECU Strategic & Governance Services, I drafted changes to the ECU Student Guild Constitution for consideration by members.

Further, as the Senate is aware, I have continued to be heavily engaged in several issues affecting the Guild internally, such as ongoing disputes regarding human resources. I will continue to update the Senate as this progress.

3.6.2 - General Secretary – Greg

Over the last month I've been dealing with a lot of HR matters.

I've also been preparing for the SGM where we will be proposing a new Constitution to the members. I've been going through the new document and writing detailed comments on each change with an explanation for their intent, to hopefully make it easier for Members to understand the changes, but also to make sure future Senates will know exactly what the intention was behind each change when interpreting the Constitution.

I've also been working on moving the tender for the building 22 café/bar along. We will be meeting with Suburban tomorrow to discuss their current plan and budget, and have plans to take the plans to the University next week.

I'm working on the Schedule of Delegations and Authority. This is a fairly massive task to get started (as the previous one is completely inaccurate and many of the "delegations" within it are prohibited by the Constitution. I've been going through every Guild document which may provide delegations such as the Constitution, the EA, policies, and the motion registers (or minutes where registers aren't available) looking for delegations.

Unfortunately, records keeping of some previous Senates was extremely poor, and also, we only have records of minutes going back to 2002. I am going to assume that there are many activities that Senators or Departments currently do without any record of a specific delegation of that authority. As such, it might be a good idea for us to set out explicit delegations to bodies such as the Secretariat in a Senate motion at some point.

Fortunately, the Guild only allowed delegation to the Operations Manager from 2016 and records keeping since then have been better, so we can easily establish the validity of delegations made to the Operations Manager.

I also attended a meeting of the Postgraduate Studies Department as Executive Officer.

3.6.3 – Vice President (Academic) – Sarah

No report given.

3.6.4 - Vice President (Equity & Diversity) – Vesh

No report given.

3.6.5 - Vice President (Social Activity) – Caitlin

This month I have been unwell for a significant portion of the month and have subsequently lowered my hours, and spent quite a bit of time working from home. I have been planning for the Start of Semester 2 Party in Bunbury, which is proving to be quite difficult due to budget restrictions, as well as a lack of resources and volunteer power at the Southwest Campus. Further, as Perth Social Club usually run the bar at our metro events, as well as deal with the licensing, as they do not service the south for events of this size, we are having to organise this internally. Although we would like to run an event similar to what we hold in the metro campuses, it is proving to be challenging and we have therefore had to postpone the event.

I will be reviewing my budget to see if there is any room to increase the budget for this event to increase the likelihood that it will go ahead at some point this year, and after consultation with Bec and Nicole, am considering holding the event off campus.

I have also been planning for our annual Oktoberfest@ECU event, as I will be away during September, and wish to get a head start on it. I have approached Harri to take over my hours and duties while I am on holiday and we will discuss logistics during the coming weeks.

3.6.6 - Environmental Sustainability Officer – Harri

Office-bearer Report: Environmental Sustainability Officer

- Received details of Nutrition Hub from Sarah Cavanough, have sent an email expressing my eagerness to help in their maintenance of the Student Garden and any other similar ideas
 - o Received a reply from Nutrition Hub today who are very interested in doing more enviro work eg. Keep Cups and straws etc
- Waiting to hear for reply from Stephanie Poly; a lady who lives a low-environmental impact life and has expressed her interest in running some workshops/give ideas that we can try implement in the guild and student body
- Preparing for Caitlin to go on holiday; will start taking on more responsibility for events such as Oktoberfest.

3.6.7 - International Officer – Shariq

No report given.

3.6.8 - Postgraduate Officer – Joel

Joel explained to the Senate that he had held a meeting of the Postgraduate Studies Department and that this had resulted with Joel now looking into lobbying the University regarding providing advanced statistics classes to postgraduates, as the current classes were only at undergraduate levels.

Joel is now in discussions with the Chair of the Research & Higher Degrees Committee (Caroline Finch) regarding implementing better quantitative statistic training for postgraduate students. He mentioned that Professor Finch's area of study is actually in statistics so he hoped she would see the need and work on improving this area.

3.6.9 - South West Officer – Rebecca

No report given.

3.6.10 - General Senator – Faizan

No report given.

3.6.11 - General Senator – Abishek

No report given.

3.6.12 - General Senator - Modjadji

No report given.

3.6.13 - General Senator (SW) - Nicole

No report given.

3.7 - Accredited Observer Reports

3.7.1 – CEO Report

3.7.2 – Immediate Past President Report (IPP)

3.8 - Observer Reports

3.8.1 – CFO Report (Typically Quarterly)

3.8.2 – Commercial Operations Report

4.0 – PRIORITY ITEMS

4.1 - Discussion regarding membership register and the rules surrounding them

Stewart: Stewart raised concerns that some Senators may have been using the Membership register for non-Guild means. He reminded the Senate that the information contained within the register was confidential and should not be used for private purposes under any circumstances.

4.2 - Discussion regarding GSAs

Stewart: Stewart said that currently the Guild did not have full coverage for all the appointments for GSA's and this was causing massive wait times for Members with issues, which are often time sensitive.

Stewart explained that due to not having a front-desk/bookstore clerk, the Guild had funds available to pay to have another GSA for two days a week for the remainder of the year. He proposed offering Caity those 2 days at Joondalup, using the meeting room as an office for the remainder of the year.

SM1807/02 – Motion that the Senate approve to spend \$13,528 extra dollars for the remainder of 2018 for an extra 2-days coverage for GSA, and to delegate the implementation of this to the Secretariat.

Moved: Stewart Lee

Seconded: Greg Warren

Motion carried without dissent.

4.3 - Discussion regarding Senators manning the front desk of the Guild

Greg: Greg suggested that the Senate consider altering the terms of engagement of General Senators, the International Officer, and the Environmental Sustainability Officer to move from an honorarium to a casual role with a wage, with each position having 10 hours a fortnight rostered time. In the short term, he suggested using Senators to man the front desk of the Guild during office hours to reduce the amount of time staff spend on inquiries to the detriment of their other duties.

He pointed out that currently the VP-A was now using a portion of their budget to offer non-elected officers of the Guild in their Department an honorarium comparable to the one offered to elected Senators. Additionally, the Guild currently hires casual labourers who are paid hourly wages.

Greg then explained that while the Postgraduate Officer position was vacant, the Senate had agreed to pay the Postgraduate Officer 10 hours per fortnight, and this had worked well with Joel once he took the role. Joel had currently attended all University Committee meetings, run monthly Postgraduate Studies Department meetings, in addition to his other duties under the scheme.

Greg went on to point out that currently the University runs many events aimed at International Students (typically each school runs multiple such events each semester, and the Uni also runs such events). If this is added to the events for International students run by the Guild, the same arguments in favour of paying the Postgraduate Officer hourly would equally apply to this role.

The Southwest Officer also has large time commitments which are not effectively remunerated.

Finally, Greg pointed out that typically changes to the pay conditions for Senators is set at the end of a Senate term for the incoming Senate, so that any perception of conflict of interest regarding changes to Senate remuneration would be mitigated, and he suggested the same be done again if any changes were to be made.

Stewart: Stewart pointed out the issue of Senator Honorarium's is a very common issue and is raised most years at around this time.

Greg: Greg responded by pointing out that this time there was actually a case-study in place with the Postgraduate Officer position, and that, in his view, the case study was successful.

Stewart: Stewart then pointed out that given the lateness in the Senate Term, that it was likely not worthwhile training Senators to cover the front desk and bookshop and actually hiring an employee to handle the role would be a better move.

Greg: Greg conceded this point.

Caitlin: Caitlin pointed out that any such switch from honoraria to wages would need to be paid for, and the Guild had a limited budget. She also pointed out that the Guild positions were meant to be volunteer positions and should be treated as such.

Greg: Greg acknowledged that finding the money to pay for the wages would involve adjusting the budget and this may lead to reductions in service in other areas, but argued against Caitlin's second point.

There is no element of the Act, the Statute, the Rules, or the Constitution which says that Senator positions are voluntary. There isn't even a current Guild policy which states as much. In Greg's view, the idea that Senator roles are intended to be voluntary seems to have been perhaps a view of certain members of the Guild or their employees but, to his knowledge, this has never been an official position of the Guild approved by either a Special Majority of Senators or Members at a General Meeting. As such, the consideration of any voluntary nature of Senate work can only be considered to be persuasive and not binding in any way on the Senate.

Greg then pointed out that Senators are paid at an hourly rate below that of casual staff who are employees when those Senators are paid a wage, again under this notion of Senate positions being voluntary. So it would actually be cheaper to hire Senators to do tasks like packing Guild bags, setting up fencing at parties, or running the BBQ at Guild events than employing casual staff to do the same job.

Stewart: Stewart pointed out that there may be legal issues involved, as in the past Brett Callender had intimated that only casual employees would be covered by the Guild's insurance.

Greg: Agreed it would be worth checking, but thought the whole notion that Senators are not employees of the Guild was a legal nonsense. If Senators are getting super contributions for their honorarium he strongly doubted that they were not considered legally to be employees of the Guild on fixed-term contracts, as such, they would be covered by the insurance.

Discussion was tabled, pending further research into the issue.

4.4 - Motion that the Guild support Flinders University Student Association's Be A Better Human Campaign

There was some discussion about what this campaign was about. Eventually it was determined that the campaign is essentially Flinders Uni Student Association running a campaign of support for the findings of the **Respect, Now, Always** initiatives and aimed at teaching students about consent.

After discussion, the Senate agreed that they agreed with the aims of the campaign, and there was no downside to offering a statement of support for the initiative.

SM1807/02 – Motion that the ECU Student Guild endorses the Be a Better Human campaign, currently being run by the Flinders University Student Association (FUSA).

Moved: Stewart Lee

Seconded: Greg Warren

Motion carried without dissent.

4.5 – Motion to allow Harri to work some of the hours designated for the VP(SA)'s work

Caitlin explained that she was going overseas in September for two and a half weeks. Octoberfest is on during this time.

As Harri is a licensed bar-manager she suggested having Harri run the event while she is away and suggested providing Harri with pay from the money set aside for her wages while she is overseas.

Caitlin wanted to give 60 hours for one of the fortnights and 20 hours for the remaining time to Harri so he can run the event and plan for it.

SM1807/03 – Motion that the Guild delegate the VP(SA)'s duties to Harri Gray for the period Caitlin will be overseas and pay him for his work using the monies budgeted to pay her for the work.

Moved: Caitlin Gibbs

Seconded: Joel Coyle

Motion carried without dissent.

4.6 – Motion to provide Research Officers of Postgraduate Studies Department with stipend

Joel explained that he saw the same need Sarah had seen for officers of his Department to be financially compensated to attend meetings and provide reports on the activities of their Committee pertinent to the Members of the Postgraduate Studies Department.

SM1807/04 – Motion that Senate approve the creation of a new budget line item PGB18002_Research_Officer_Stipend_Payment within the budget category PGD_Student_Advocacy_Jobs, and approve the transfer of \$2,500 from PGB18001_Contingency to this new line item.

Moved: Joel Coyle

Seconded: Stewart Lee

Motion carried without dissent.

5.0 – DISCUSSION ITEMS

This section is for items not at a priority level but for discussion.

6.0 – OTHER ITEMS

This section is for items that have not been submitted early enough to be included in the agenda but are discussed, items only appear in this section if they are of a very high level of importance, otherwise they will be left till the next meeting.

7.0 – ACTION ITEMS

Items to action before next meeting or in an ongoing basis.

7.1 - Action Item 1 – Item Title

Task:

Assigned Officer:

7.2 - Action Item 2 – Item Title

Task:

Assigned Officer:

7.3 - Action Item 3 – Item Title

Task:

Assigned Officer:

8.0 – APPENDICES

Appendices should be a separate document exported as an image file and dropped in one page at a time.

8.1 - Appendix 1 – Appendix Title

8.2 - Appendix 2 – Appendix Title

8.3 - Appendix 3 – Appendix Title

Next Meeting Date:

Next Meeting Time:

Next Meeting Location: