



# ANNUAL GENERAL MEETING MINUTES 2019

MEETING DATE:	30/04/2019
MEETING TIME:	12:30PM – 2:00PM <i>start</i> - 1245
MEETING LOCATION:	JO1.447; ML3.251; SW1.107

## 1.0 - ATTENDANCE

### 1.1 - In Attendance :

#### Senators

A Mehta - President  
S Cavanough – General Secretary  
S Behrami – Vice-President Academic  
F Akram – Vice-President Equity & Diversity  
A Koech – Vice President Social Activity  
D Om – Postgraduate Officer  
E Chew – Environmental Officer  
V Khetiya – International Officer  
R Kumar – General Senator  
G Maher - General Senator  
Syed Shah – General Senator  
E Mayhew – SW Officer  
W Gichira – SW General Senator

#### Student Members

Tessa Hill- ML  
Luke Maloney- ML  
Appendix 1- JO members attendance

### 1.2 – Observers:

M Johnston - Guild CFO  
Appendix 1- JO Students Observers list

## 2.0 – APOLOGIES

### 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 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 Annual General Meeting Minutes- Appendix 1

*(Note: the Guild is currently working with our IT contractor to locate copies of the 2018 AGM & SGM minutes due to previous officer bearer non-compliances with statutory record keeping requirements that have resulted in the current Guild administration being unable to access records pertaining to the 2018 Senate term)*

##### **AGM2019/01**

Motion that the Guild’s Members approve the minutes from the 2018 AGM as formal, accurate, and read.

Moved: Abhishek Mehta

Seconded: Faizan Akram

*Motion carried unanimously*

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#### 3.3 Approval of Previous Special General Meeting Minutes

##### **AGM2019/02**

Motion that the Guild’s Members approve the minutes from the 2018 SGM held on 3rd August 2018 as formal, accurate and read.

*(Kings Park Transcription & Secretarial Services have been contracted to provide a formal transcript for this meeting in the absence of an accessible written record on Guild IT platforms)*

Moved: Abhishek Mehta

Seconded: Sarah Cavanough

*Motion carried unanimously*

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#### 3.4 - Declaration of Conflict of Interest

NIL

#### 3.5 – Announcements

NIL

#### 3.6 - Reports

### 3.6.1 – President’s Annual Report

President, Abhishek Mehta presented 2019 Guild Powerpoint presentation outlining the 2019 Guild’s aims and objectives. Abhishek explained new software programs and IT advancements the Guild was trialling, investigating and/or implementing.

Abhi detailed 2019 Senate’s commitment to hosting cost effective events rather than large scale (low efficiency).

Abhi said that event attendance had been comparable to last year’s and positive feedback had been obtained.

Online voting was utilized by the Guild for the first time in 2018. The ‘turnout’ was lower than expected however, it is anticipated that this participation will increase as students become more familiar with the platform.

The academic Department has been hosting career-based workshops such as first Aid and manual handling courses over the course of the semester. The participation rate in these courses is high.

Abhi then detailed the progressive achievements of each Senate Department and gave credit to each Senator for their work and achievements this year.

### 3.6.2 – CEO’s Annual Report – NIL – CEO on administrative leave

### 3.6.3 – Financial Controller: Audited Financial Statements

Financial statements displayed on viewing reports.

Mel detailed the structure and content of the audit report and financial statements. Mel said the report status is ‘unqualified’ which indicates that no major issues were found during the audit.

\$41000 loss indicated on investments – i.e. managed funds in the stock market that decreased in value. These were unrealized meaning they are still counted as a loss although they are not additional expenditure.

Mel said the report is detailed and comprehensive and any queries should be referred to her.

SSAF categories are separated and assessed in detail

### 3.6.4 – Financial Controller: 2018 Auditors Report – Appendix 2

### 3.6.5 – Financial Controller: 2018 Annual Financial Report – Appendix 2

### 3.6.6 –Dircksey Editor Report

None provided.

## 4.0 – PRIORITY ITEMS

### 4.1– Approval of Annual Financial Reports

#### **AGM2019/03**

Motion that the Guild's Members approve the 2018 Financial Reports as accurate and correct.

Moved: Sarah Cavanough

Seconded: Faizan Akram

*Motion carried unanimously.*

### 4.3 – Formal recognition of student volunteer commitments at University

(Submitted by Member, Kate Winton)

#### Preamble (as submitted)

I, Kate Winton, secretary of Mature Age Student Network (part of Equity & Diversity department), would like to raise the issue of official Edith Cowan University formal recognition of the volunteers within the ECU Student Guild (plus any/all volunteers throughout each campus).

Any and all volunteers, upon graduating from Edith Cowan University should receive acknowledgment of their volunteer efforts within the university community.

This acknowledgement should be part of their ECU formal transcript, so any future employees are aware of their efforts together with their commitment to a positive, inclusive university environment.

Presently volunteers receive a certificate from ECU Student Guild however if student volunteers were to receive recognition as part of their transcript upon graduation, the nature of the recognition is raised, as it is not only being recognised by the Student Guild but also 'more senior' departments within the university.

Naturally some conditions of the recognition need to be in place, for example:

- Students needs to have volunteered for a minimum of one semester.
- Supervisor of volunteering student to confirm the student carried out their duties satisfactorily, showing commitment to the tasks, a helpful and positive attitude and an overall commitment to the culture of the university.

Another important point is Student Guild has difficulty attracting volunteers, if formal recognition was put in place more students would consider volunteering plus this would enhance the profile of the Student Guild.

It must be stated that in today's society, volunteering is an integral part of our broader community and our culture. Volunteering's social and economic value cannot be underestimated, and I feel strongly the student volunteer's efforts and wholehearted commitment should be remunerated by formal recognition.

#### **Motion AGM2019/04**

Motion that the ECU Guild Members formally request that the University makes a commitment to academic transcript recognition of students' volunteering commitments completed during their enrolment at ECU.

Moved: Kate Winton (member)

Seconded: TBA (via amendment)

*Motion carried, 1 dissent (SW member)*

#### 4.4 – Mandatory Annual Senate Training

##### **Motion AGM2019/05**

Motion that the ECU Guild's Members support the inclusion of mandatory management training including Fair Work and NFP (Not For Profit) Directors training to be facilitated by one or more professional third party agencies in order to satisfy the Guild's statutory obligations and to mitigate the risk of costly legal consequences in the future.

Moved: Sarah Cavanough

Seconded: Faizan Akram

*Motion carried unanimously*

**AGM ends at 2.00pm**

## **5.0 – APPENDICES**

5.1 - Appendix 1- AGM 2019 attendance JO

5.2- Appendix 2- Edith Cowan University Student Guild - Signed and Compiled

**Next Meeting Date:**

**27/05/20**

**Next Meeting Time:**

**9.00am**

**Next Meeting Location:**

**Joondalup Council Chambers, Zoom**