

# ECU Student Guild



## June Senate Meeting Minutes & Agenda

ECU Student Guild Senate Meeting Agenda & Minutes June.

Join Zoom Meeting

[https://us02web.zoom.us/j/\[REDACTED\]](https://us02web.zoom.us/j/[REDACTED])

Meeting ID: [REDACTED]

One tap mobile

Time proposed: 29-06-2020 at 14:00

Location: JOB1.447 , SWB1.110

Minute taker Jackson Herriott

## Minutes

### 1. Opening Address

Meeting time : 2:09PM-4:09PM

#### 1.1. Acknowledgment of Country

ECU Guild is committed to reconciliation and recognises the traditional custodians of the land upon which its campuses stand and their connection to this land, the Wadjuk Noongar people. I acknowledge and offer my respect to Aboriginal and Torres Strait Islander Elders and Aboriginal and Torres Strait Islander people present.

### **1.2. Attendance**

President - Elsa Chew  
General Secretary - Jackson Herriott  
VP - Academic - Syed Shah  
VP - Equity - Vimal Khetiya  
VP - Social - Rajesh Kumar  
Environmental Officer - Rochelle Gotico  
**International Officer - LOA**  
Postgraduate Officer - Deepak Sabu  
South West Officer - Miriam Wedderburn  
General Senator - Sarah Taylor  
General Senator - Jamil Ali  
General Senator - Shakeeb Asif Late - 2:12PM  
General Senator (South West) - Mwansa Lwando

### **1.3. Proxies**

Nil

### **1.4. Conflicts of Interests**

Syed Shah & Rochelle Gotico declared conflict of interests to item 5.1

## **2. Approval of Past Meeting Minutes**

SM2002/01 Senate approves the past meeting minutes for the 24th of April 2020 as read and accurate.

Moved: Jackson Herriott

Seconded Elsa Chew

[REDACTED]

### **Decision**

Motion carried unanimously

## **3. Office Bearers Reports**

### **3.1. President**

Attended University meetings and Council meeting dinner last night.

Interviews with ABC news in regards to Foodbank.

Meetings in regards to Foodbank, Guild website potential platform, any probabilities of extra storage space, staff and senate resolutions, COVID-19 Student communications, ECU Strategic development meetings, appeals and etc.

CISA involvement and NUS involvement at a National level.

### **3.2. General Secretary**

Assisted in our COVID response both within the Guild & within the University

Attended meetings with the Uni regarding Stress less & other events

Assisted with the production of live events for students

Assisted in getting a new vending machine

Processed Food Bank

### **3.3. Vice-President (Academic)**

Attending uni & USD meetings discussion Structural Engineering students cheating (200+).

Attended NSU meeting regarding the higher education fees bill. Almost all Guilds are against the bill proceeding.

Syed noted that we didn't/don't have a formal stance.

Im USD meetings most student reps are against the bill.

### **3.4. Vice-President (Equity & Diversity)**

Assisted with Food Bank

Attended the Respect Now & Equity meetings within the University regarding events for semester 2

### **3.5. Vice-President (Social)**

Working on foodbank applications

Attended meetings with the Sec & VC

Working on budget with Melissa & Lisa

Working on ball regarding location Crown, Optus, On-Campus.

Working on Halloween party with budget constraints

Raj noted that the Guild is open and clubs should propose events to the Guild

### **3.6. Environmental Officer**

Helping Lauren with Art Contest & Stress Less Week  
ECU Climate initiative task force.  
Adjusting policy's with Elsa.  
Attended international student round table (CISA) & Study Perth.

### **3.7. International Officer**

LOA

### **3.8. Postgraduate Officer**

Attended Academic Board meetings.  
Attended meetings with PG students from various schools.  
Planning next PGS meeting  
Foodbank

### **3.9. South-West Officer**

Coming back from a month on Prac  
Spent alot of time working with DSC-IT  
Catching up on emails and online training

### **3.10. General Senator - Sarah Taylor**

Catching up on emails  
Attending GSA/Senate meetings & real talk mental health sessions  
Working on DC meeting templates to assist with future meetings  
Working on SARC training - Online module has been taken down and DOH didn't know how it was down.

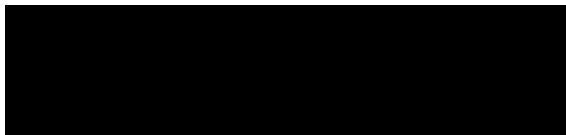
### **3.11. General Senator - Jamil Ali**

Complete training.  
Food bank deliveries.  
Attending office during busy time.  
Attended international cafe & meetings with school of arts & humanities

### **3.12. General Senator - Shakeeb Asif**

Delivery's of FoodBank

Plagiarism & misconduct claims from students.



### **3.13. General Senator (South-West)**

Working with a club that would like to be active but facing challenges with graduated/graduating students.

SW campus is arts & humanities based so there is a large amount of contacts due to the bill.

### **3.14. Observer Report: Operations Manager**

- Review of Policy/Procedures (Ongoing)
- Research of Club Support software platforms
- Writing the new Enterprise Agreement
- Initial Election planning – Returning Officer confirmed
- Reviewing Cliniko with GSA's – continual improvement of platform
- Ongoing meetings with GSA's and Student Hub
- Formalised a number of meetings to ensure collaboration and information sharing

### **3.15. Observer Report: Financial Controller**

Focus this month has been on:

- Met for SSAF Committee Meeting to commence discussions on agreement for 2020 to formalise funding agreement – some chance of more than SSAF budget now which is agreed to go to reserves as ECU looking to raise more SSAF depending on enrolment numbers as returning on normal on campus mode of study and therefore corresponding SSAF charges.
- Qtrly KPI report new template
- Requested audit quotes for 2020, 2021, 2022 to secure new auditor
- Getting day to day finance operations back up to date
- Bringing co-op bookshop supplies online to sell (work in progress)
- Year-end payroll reconciliations

## **4. Priority Items**

#### **4.1. CIDC**

CIDC Name Change for Uni Council

SM2002/02 Senate approved the name change from PAC to CIDC to be sent to University Council for approval as approved at AGM.

Moved: Jackson Herriott

Seconded: Jamil Ali

##### **Decision**

Motion carried unanimously

#### **4.2. First Nations Officer**

First Nations Officer Department for Uni Council

SM2002/03 Senate approves the creation of the First Nations Department to be sent to University Council for approval as approved at AGM.

Moved: Elsa Chew

Seconded: Vimal Khetiya

##### **Decision**

Motion carried unanimously

#### 4.3. [REDACTED] Claim

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED] S.

IN CAMERA

SSM2005/03: [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

Moved: Jackson Herriott

Second: Elsa Chew

Motion adjourned to be decided on by senate

SSM2005/04: [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

Moved: Jackson Herriott

Seconded: Elsa Chew

Results: 4 yes, motion carried

SM2006/04: [REDACTED]  
[REDACTED]  
[REDACTED]

Moved: Vimal Khetiya

Seconded: Rajesh Kumar

SM2006/07: [REDACTED]  
[REDACTED]

Moved: Jackson Herriott

Seconded: Shakeeb Asif

[REDACTED]

#### Decision

SM2006/04: Motion not carried. Yes 7, No 4, Abstain 1

SM2006/07: Carried Unanimously

[REDACTED]

#### 4.4. Council of International Students of Australia

Preamble: CISA renewal due for the 30th of June 2020 and renewed until the 30th of June 2021.

SM2006/05: The ECU Student Guild disapproves of the re-affiliation with CISA from the 30th of June 2020.

Moved: Elsa Chew

Second: Vimal

[RE\\_CISA\\_Membership\\_Renewal.msg](#)

[FW\\_CISA\\_Membership\\_Renewal\\_fees.msg](#)

#### Decision

Motion Carried (11yes, 1 Abstain)

### 5. Discussion Items

#### 5.1. VP Academic & Environmental Officer Semester 2 (IN CAMERA)

[REDACTED]

#### Decision

[REDACTED]

### 6. Other Items



## **6.1. SSAF Fee recommendation for the year 2021**

### **Preamble**

- Senate need to make a recommendation to ECU as to the level of SSAF fee to be levied for 2021. This is taken into consideration by ECU Governance committee and Council for the setting of SSAF each year. The dollar amount is set under legislation (2020 is \$308.00 for full year FT on campus <https://intranet.ecu.edu.au/student/money-matters/student-service-amenities-fee>) and the recommendation is based on a percentage of the full amount permitted to be charged, as the actual dollar value is not yet known, but is likely to be equal to the current year plus a few dollar for CPI indexation ie approx. \$310.
- Historically, the Senate will usually recommend the full 100% of SSAF be charged.
- There is one year (2017 I think) that 50% was recommended however, this was not taken up by council and no consideration had been given as to how reduced funding would impact Guild & ECU budget in that year. Note that if the full 100% is not recommended, we would need to bear in mind, the potential impact on the Guild budget, as a reduced recommendation may lead to decreased SSAF funding, if there is less overall SSAF to share in.

### **Motion**

SM2006/06 – Motion to recommend to ECU council 2021 SSAF fees of 100%.

Moved: Elsa Chew

Second: Sarah Taylor

Meeting ends 4.09pm

### **Decision**

Motion Carried Unanimously

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*End of minutes.*

*Summary of matters arising are tabled on the following page.*

# Minutes of June Senate Meeting Minutes & Agenda on 29-06-2020

## Summary of Matters Arising

### Decisions

Item	Decision
2.	Motion carried unanimously
4.1	Motion carried unanimously
4.2	Motion carried unanimously
4.3	SM2006/04: Motion not carried. Yes 7, No 4, Abstain 1 SM2006/07: Carried Unanimously
4.4	Motion Carried (11, 1 Abstain)
5.1	<div></div>
6.1	Motion Carried Unanimously

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<div></div> Task	Assigned to	Due date
<div></div>		
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## Summary of Attachments

## Attachments

Item	File Name
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2.	[REDACTED]
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4.3.	[REDACTED] [REDACTED]
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4.4.	<a href="#">RE_CISA_Membership_Renewal.msg</a> <a href="#">FW_CISA_Membership_Renewal_fees.msg</a>
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*Attachments can be found under your TidyHQ admin account at:*

Storage > Meetings > [June Senate Meeting Minutes & Agenda](#)