

ECU Student Guild



Senate Meeting Agenda 22/02/21

ECU Student Guild Senate Meeting Agenda & Minutes [FEBRUARY]

Zoom Teleconference : [REDACTED]

When 22-02-2021 at 13:00

Location: JOB1.447, SWB1.110, JOB1.447 , SWB1.110

Chairperson Faizan Akram

Minute
taker Elsa Chew

Minutes

1. Opening Address

Faizan welcomes everyone. Faizan welcomes everyone to their first day back at Uni.

1.1. Acknowledgment of Country

The Guild acknowledges that we are meeting on Wadjuk Noongar 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.

1.2. Attendance

Meeting Commences: 1.22pm

Attendance:

Faizan Akram- President

Elsa Chew - General Secretary

Greta Murkhejee - Vice-President Equity and Diversity

Evan Partridge-Smith - Vice-President Social

Rijin Rajib - Postgraduate Officer

Vimal Khetiya - International Officer

Jamil Ali - Environmental Officer

Kate Mann - South West Officer

Sarah Taylor - General Senator

Sarah Rizwan - General Senator

Avani Mogg- General Senator (SW) on call

Tambudzai Madenyika- General Senator (SW) on call

Accredited Observers

Lisa Dwyer- Operations Manager

Melissa Johnston- Financial Controller

Apologies

Shakeeb Asif - Vice-President Academic

Luke Turner- First Nations Officer

Zair Rizvi - General Senator

1.3. Proxies

Elsa has Shakeeb's proxy

Jamil has Luke's proxy

Sarah Rizwan has Zair proxy

1.4. Conflicts of Interests

NIL

2. SM2102/01: Approval of Past Meeting Minutes

SM2102/01: The ECU Student Guild senate agrees that the attached minutes from the January 2021 Senate Meeting is accurate and can be published to the Guild's Website once redaction has occurred.

Moved: Elsa Chew

Seconded: Faizan Akram

Results: 12 yes votes

[REDACTED]

Decision

Motion passed unanimously

3. Office Bearers Reports

3.1. President

Covid lock down and a lot has been going on in the last week.

All senators were working well and it was lucky that it was only a one week lock down as the changes were not as crucial.

Also attended the Uni meetings with executives to ensure all things have been discussed.

Orientation, Get set sessions attendance.

Appeals meetings and LMS committee meetings to ensure LMS systems are smoothly transitioning.

Student support and communications meeting.

3.2. General Secretary

Club training day planning

Club affiliation policy reviews, Social, equity department reviews, Lunar New year event assistance.

Guild bag packing

Orientation Get set days attendance

Sundowner at the Tavern with Lauren, Greta, Evan and a few new students.

Going through budgets and CIDC documents.

Attended Equity meeting, PSD meeting and also organized USD meetings, sec meetings and senate meetings.

3.3. Vice-President (Academic)

NIL

3.4. Vice-President (Equity & Diversity)

Finished last budget.

Draft policies amendments and creations which will be covered in a bit later.

E and D policy, club reimbursement policy.

Finished RYLA report.

Collaborate with share the dignity, CSO and student to bring it on campus for an equitable benefit for all students.

Lunar New Year planning.

First Equity meeting conducted.

Orientation week assisting in BBQ.

Keeping in contact with progress and communication.

Affiliations helping out with collectives,

3.5. Vice-President (Social)

Lock down events, Minecraft server and virtual DJ vibes.

Watch party coming up, all senate encouraged to come.

Lots of planning on Pantheon.

Lauren discussion for events for next semester. Pretty pack starting from March.

Budget is finalized and getting reviewed.

Ball has been confirmed with Crown.

Sports side of department focusing now so to build a stronger social sport connection and interest from the Guild.

ECU Sports and ECU Jets discussions.

Affiliation of clubs helping them out with answering queries and going through applications.

Get more involved with clubs especially those with sports.

Policy development to go to CIDC.

Help with Paul and Lauren with BBQ and went to Bunbury.

3.6. Environmental Officer

Discussion with a club to help with environmental initiative

Sundowner attendance for the orientation get set day.

Orientation day attendance in Joondalup.

Attending Guild fair later in the week.

Collaborated with events coming up and thinking of having an Annual earth day

3.7. International Officer

Catch up with budget.

Has finished prac and will be planning of events more often in the office aligning with budgets.

3.8. Postgraduate Officer

Meeting with Uni to ensure discussions are in place.

Discussions with Cadmus project to allow PSD representatives to those projects.

Focusing on more representation on those discussions.

RHDC meeting attendance. Moving from principle based from policy based.

Education committee meeting.

Orientation and assisting with get set sessions.

Guild bag packing.

3.9. First Nations Officer

Nil

3.10. South-West Officer

Printer installed in BU.

Upcoming events discussion with the Dean so that the Guild and Uni are not coinciding with events.

Meeting up with students about complains and going in house first.

Feedback from students in SW , approaching to talk about events and socials.

Uni prep student involvement in Guild events.

During COVID, strategic planning SW that aligns with the Guild strategic planning.

Drafted budget and finalized it.

Sorted out timetables for Guild southwest attendance.

Get set sessions Bunbury was well established for SW students as it showed the Guild presence at the SW.

There is Guild fair BU coming up and to increase the presence of the Guild there.

3.11. General Senator

Sarah Rizwan

Unable to help Get set sessions and packing of bags because of exams.

Collaborative events museum trip coming up.

VP Equity anti harassment classes during this semester.

Assisting with pantheon party which is coming up soon.

3.12. General Senator

Zair Rizvi
Nil

3.13. General Senator

Sarah Taylor
- BBQ get set
- Sun downer
- Networking event
- Planning - meetings
- Over looking Equity documents
- Market day - organising, emails
- Reading senate meeting agenda

3.14. General Senator (South-West)

Avani Mogg
Get set sessions.
Wine cheese night planning.
Strategic plan.
Sorting out Guild office and storage room, plan to get it back into shape.

3.15. General Senator (South-West)

Tambudzai Madenyika
Get Set session, successful and get other members from JO to help.
Strategic planning meeting with the SW team.
Meet up with a few students and allow students to get to know about clubs.

3.16. Observer Report: Operations Manager

To be sent through

3.17. Observer Report: Financial Controller

To be sent through

4. Priority Items

4.1. Removal of a line from all policies

Preamble:

After reviewing policies through each department and also to CIDC, the suggestion to incorporate gender neutral pronoun has been raised. It is suggested that all Guild related documents should be of no gender to ensure it is inclusive and communicates only what is necessary. Therefore, the suggestion has arisen to remove the line: "Words importing a gender include any other gender" to be removed from all Guild related policies and procedures.

SM2102/02: The Guild to remove the line: "Words importing a gender include any other gender" from all Guild related policies and procedures.

Moved: Elsa Chew

Seconded: Greta Mukherjee

Results: 12 yes

Decision

Motion passed unanimously

4.2. CIDC documents for motioning

CIDC has referred to these documents below and reviewed changes to these below policies.

CIDC request that senate endorses these changes.

Document links will be provided nearer to date.

SM2102/03: The Guild endorses the below documents.

Decision

Adjourned to circular as CIDC meeting is only on this Wednesday.

4.3. Affiliation of Sports teams as clubs

This is to allow sport teams to be more accountable and to open up a stronger department of sports.

SM2102/04: The senate agrees that pending the approval of the sports reps duty statement and social department policy, that the club affiliation be opened up for a second round for sport team affiliation as sports clubs under the Social department of the Guild purpose starting from the 2nd March 2021 to the 16th of March 2021.

Moved: Elsa Chew

Seconded: Sarah Taylor

Results: 12 yes

Decision

motion passed unanimously

5. Discussion Items

5.1. Equity and Diversity department policy briefing

Greta to brief senate about the Equity and Diversity department policy that has been amended.

link: <https://ecuguild.sharepoint.com/:w:/s/Docs/EfiCVr-egEFKkCXFZyeZjnMBYbBF11LoJF7KYfNgGm2VgA?e=TVOn7j>

5.2. Club reimbursement policy briefing

Greta to brief senate about the club reimbursement policy that has been structured.

link: <https://ecuguild.sharepoint.com/:w:/s/Docs/EXsRwlmaPdZAJfynjilYORcB8tjTXRxLi-VOpuOY40usrg?e=gIQ2aH>

Governance as included in this policy to ensure that it is of more convenience to the club's but at the same time also functional, transparent and accountable. Communication so funds are not being mixed up.

IN CAMERA discussion occurred

[REDACTED]

[REDACTED]

2.31pm Vimal left, proxy vote to Rigin.

Tasks

- ✓ CIDC to consider at meeting
Assignee: Lisa Dwyer
Due date: 24-02-2021

5.3. Sport reps duty statement for Social department

Briefing by Evan to senate more about the duty statements of the below suggested sports reps and also ask for any suggestions.

5.5.4. The eight (9) available positions are;

5.5.4.1. Cricket Representative

5.5.4.2. AFL Representative

5.5.4.3. Netball Representative

5.5.4.4. Futsal Representative

5.5.4.5. Touch Rugby Representative

5.5.4.6. Volleyball Representative

5.5.4.7. Basketball Representative

5.5.4.8. Badminton Representative

5.5.4.9. Southwest Sports Representative

<https://ecuguild.sharepoint.com/:w:/s/Docs/EQtVu0PgR-xLtTEu2Pv7epcBhvMtKAgcJJMUX3rRbsqr3g?e=LLMGhe>

Attending social sports club meetings is a big step moving forward as raised by Evan.

6. Other Items

6.1. Guild fair schedules

Schedules have been sent out by email to all Senate for their availabilities during Guild fair and international café sessions.

Senate are expected to respond their availabilities to those dates and make themselves available to take on some roles.

Thank you to senate who had helped out last week and also packing of bags.

Faizan has further encouraged that all senators attends the Guild fair.

6.2. COVID fund for skills developmental use

https://ecuguild.sharepoint.com/:r/sites/Docs/_layouts/15/Doc.aspx?sourcedoc=%7B2B1F6E1A-3129-45C2-B798-3732708C7A1B%7D&file=COVID%20fund%20ideas.xlsx&action=default&mobileiredirect=true

For reference.

Lisa has updated the progress with the funds. Initiative that any senate can think of but it needs to be directly related to how COVID has impacted.

[REDACTED]



[REDACTED]

[REDACTED]

[REDACTED]

6.3. Budgets for each department

Faizan to inform more about this.

Departments are to get their departmental budgets finalized by the start of the semester.

6.4. Email replies from senate

Faizan has advised the importance of responding to emails. Especially during the need for senate coverage or when a general question has been sent out to senate. At times, it is frustrating to need to chase up on communication. Faizan thinks that communication can be improved.

7. Open floor to senate

Faizan has opened up the floor to senate for anything else senate would like to say.

Nil from senate

RYLA report by Greta and Jamil moved to next meeting due to lack of time.

8. Meeting Ends

Time: 2.50pm

Next meeting: 22nd March 2021

End of minutes.
Summary of matters arising are tabled on the following
page.

Minutes of Senate Meeting Agenda 22/02/21 on 22-02-2021

Summary of Matters Arising

Decisions

Item	Decision
------	----------

2.	Motion passed unanimously
----	---------------------------

4.1	Motion passed unanimously
-----	---------------------------


4.2	Adjourned to circular as CIDC meeting is only on this Wednesday.
-----	--

4.3	motion passed unanimously
-----	---------------------------






Summary of Attachments

Attachments

Item	File Name
------	-----------

2.	
----	---

Attachments can be found under your TidyHQ admin account at:
Storage > Meetings > [Senate Meeting Agenda 22/02/21](#)