

ECU Student Guild



#4 Senate Meeting Minutes 22/03/21

ECU Student Guild Senate Meeting Agenda & Minutes [MARCH]

Zoom Teleconference [REDACTED]

When 22-03-2021 at 13:00

Location: JOB34.228, SWB1.110, JOB34.228 , SWB1.110

Chairperson Faizan Akram

Minute
taker Elsa Chew

Minutes

1. Opening Address

Faizan welcomes everyone. Faizan thanks everyone for attending the meeting amidst the semesters.

Meeting Starts 1.13pm

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:

Attendance:

Faizan Akram- President
Shakeeb Asif - Vice-President Academic
Evan Partridge-Smith - Vice-President Social
Rijin Rajib - Postgraduate Officer
Jamil Ali - Environmental Officer
Luke Turner- First Nations Officer (ZOOM)
Kate Mann - South West Officer (ZOOM)
Sarah Taylor - General Senator (ZOOM)
Sarah Rizwan - General Senator
Zair Rizvi - General Senator
Avani Mogg- General Senator (SW) (ZOOM)
Tambudzai Madenyika- General Senator (SW) (ZOOM)

Accredited Observers

Lisa Dwyer- Operations Manager
Melissa Johnston- Financial Controller

Apologies

Greta Murkhejee - Vice-President Equity and Diversity (LOA)

Late

Elsa Chew - General Secretary entered on zoom at 1.20pm

Absent

Vimal Khetiya

Decision

1.3. Proxies

Sarah Rizwan has Greta's proxy
Vimal Khetiya proxy (Missing)

Decision

1.4. Conflicts of Interests

Circular motion SCM2103/02 Senate hours (IN CAMERA)

All senate declares a conflict of interest in relation to motion SCM2103/02.

2. SM2103/01: Approval of Past Meeting Minutes

SM2103/01: The ECU Student Guild senate agrees that the attached minutes from the February 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: Passed unanimously



3. Office Bearers Reports

3.1. President

Since last senate meeting.

I have attended many meetings. I have attended Student Engagement group meeting.

I have attended around 10 student appeals committee meeting as Guild representative. Met with Business Growth and Development team and discuss the potential of involving us with anything University plans. Met Deputy Vice chancellor Education and Director of student life and raised student's issues. Guild will be more visible during O week.

Attended meeting with Deputy vice chancellor Education regarding rotary workshop and also attended three hour long rotary workshop. Attended GSA meeting.

Went for Lunch with Prime minister. Attended Academic board

3.2. General Secretary

Club training day.
Club affiliations.
Lunar new year celebration.
Club meetings.
City of Joondalup meet up and catch up on getting the Joondalup community to Guild events.
Exco at departmental meetings. Agenda and minutes.
Circular motion coordination.
CIDC policies review.

3.3. Vice-President (Academic)

Rescheduled AUSLAN
Managing white card refunds
Engineering expo event
Organising driving lessons
Planning CV workshops (expression from students that using ECU resources is non-helpful)
PTE vouchers still sorting it out for late students
USD group uniforms and also filling in vacancy for some Schools.

3.4. Vice-President (Equity & Diversity)

- Planned and conducted Lunar New Year
- Planned Equity Meet and Greet post Clubs Training Day
- Had meetings with authorities from the office of CSO and Athenaswan to push for an initiative for menstruating people on campus
- Attended the International Women's Day memorial lecture
- Starting to plan April events
- Monitoring and communicating with all Collectives – who are doing extremely well. They were present during all three Guild fairs, and are engaging students on campus
- Currently in the process of finalising free self defence classes for anti-harassment, in collaboration with the General Senators and Collectives

3.5. Vice-President (Social)

Greatest Showman Watch Party
Pantheon 2021
Optus Stadium Tour
Axe Throwing
Archery
Organising Halo Experience, walking at the top of Optus stadium.
Attempting to organise Rugby trips to Western Force game
Organising LAN Party
Communicating with PLE locate in Wangara in regards to LAN Party
Sponsorship
Hosting events at Arcade
Potential Guild Sponsor – Go Party Bus
Assisting Elsa in club affiliations
Assisting sporting clubs with their affiliations
Going over issues identified by the sporting clubs
Attended clubs training

3.6. Environmental Officer

Coffee Club Free day. Sold out really quickly and improved in engagement.
As students needed to come get stickers at the Guild before getting their free coffee.

3.7. International Officer

NIL

3.8. Postgraduate Officer

Meetings in University under Postgraduate department.
Also met up with Postgrad officer from UWA and discussed potential ideas for PG.
Postgraduate forum discussion with SMHS.
Also collaboration with UG department and discussions is on the way with Shakeeb.
Next month having CV workshop and having a meet and greet with new postgrad reps.

3.9. First Nations Officer

ECU sport reached out to me to Designing Uni sport uniforms.

- Finding local artist which I have found
- Coming up with the Traditional meaning for the design
- Have delivered artist contract
- Artwork to be completed by 15th April
- Costing of artwork \$500
- This art work will then be owned and commissioned By the Guild and if the Sports center or university wish to use this will need to seek Approval of use by the Guild/ FNO

Indigenous UNI games

- Supporting Kurongkurl Katitjin (KK) with student support
- Funding TBD between First nation officer or Vice chancellor to the amount of 2,500

First nations school representatives

- Having a student rep from each of the seven schools to liase with
- Met with KK to discuss indigenous students throughout schools to reach out to as KK have student records.

Student Engagement.

- Had put a notice in the ECU indigenous Newsletter announcing my position and support.
- Have had 4 students so far reach out to me for a Yarn/ chat to discuss events that they would like to see and general support.

Events

- Looking further into a art event beginning of Sem2 around Nadoc week
- CTLC
- School of science have first meeting with them on the 1st of April
 - Looking to build further with schools CTLC

This concludes this months report

3.10. South-West Officer

Big month for the southwest. Harmony day and international women's day coffee through the Kalbardi café for the students. We had open day and guild fair down south, so thank you to for all who came down help. I had a planning meeting with Ashlea from Student Success to organise a morning tea with her and the gsa when they are down in April. We have an upcoming pool and cheese night this week as a social event on campus. Avani and I also attended and helped out with toga. General operation tasks such as stocking the kitchen and liaising with students about complaints has occurred.

Elsa suggested a Southwest only Newsletter from the Guild could work.

3.11. General Senator

Sarah R

Museum tour with Zair.

met up with lecturer to get advice on exhibition.

Planning of dates.

Self defence classes.

helping put with the Pantheon party.

3.12. General Senator

Zair R

Came back from sick leave. Still recovering.

Finalizing cricket tournament, working with Lauren and Paul.

Museum tour around Boorla Bardip.

Exhibition planning with UG department. Also met up with lecturers to help facilitating the process.

Collaboration with cultural clubs.

Helping with BBQ and harmony day.

Met up with Student success to assist with student issues.

3.13. General Senator

Sarah T

* market day planning and communications

* Developing a new idea for an event (for paramedical students to practice a mass casualty incident scenario- utilising Waapa for acting)

* Planning other events

3.14. General Senator (South-West)

Avani M

Wine cheese night planning.

Future planning for more social nights.

Book dates for future SW events.

Booked in for ALLY training.

Attended SW Guild fair.

International women's day.

3.15. General Senator (South-West)

Tambudzai M

International women's day

Advised AIWIS for the women's.

Bowling around April.

SW Guild day.

Adopt Shakeeb's idea of driving license in the SW.

3.16. Observer Report: Operations Manager

Prepping reporting for 2021 inc. Increasing the metrics reported
Working on issues raised by Auditors in relation to governance and outstanding Annual Leave
VCE Meetings to address systemic issues with AH, MR, BH etc.
Students Support and Comms Meeting - Acknowledgement of the Guild at meeting - particularly in regards to the recent Quality in Teaching survey results - Student Support
Review and improvements of Food Pantry administration - Handed over to GSAs from Paul
Following up on Hardship Payment Scheme Issues with GSAs and Faizan
Attended the International Women's Day Lecture
Attended the AIM WA scholarship ceremony to receive the Training Scholarship we were successful in applying for.
Supporting Faizan and Shakeeb with USD and School Rep issues
Ally Training Part 1
CIDC Meeting - Distributed approved policies to all staff and senate
Commenced writing a few policies ahead of the next CIDC meeting and rewriting the Guild Handbook
Organising GSA clinics in SouthWest

3.17. Observer Report: Business Support and Financial Controller

Senate congratulates Melissa on her additional responsibility of Business Support in addition to her Financial Controller position.

- Audit for 2020 in final stages, good feedback with some suggestions for improvement
- 2021 budget ~\$55k over with recent changes – need to decide if we are going to trim other areas to reach target of \$2.1m or happy to keep as is pending revised SSAF budget due after census date – mid-late April
- Attended AIM presentation night with Lisa for scholarship we received
- White card refunds for Shakeeb re internationals who registered but provider was not CRICOS approved so not able to deliver course
- Payroll updates and processing
- Club events and admin support for reconciliations/affiliation process
- Clubs training day x2
- Support Lisa with other various matters
- Change of title to Business Support and Finance manager – to reflect broader role in operations rather than just finance focus, also Nikki now reporting directly to me so if any feedback please let me know.

4. Priority Items

4.1. Club affiliations

Preamble:

Club affiliation have just closed off on the 19th of March 2021. These are the clubs below who are either approved of their affiliation or pending affiliation due to some amendments as suggested to meet requirements. It includes both basic and funded affiliations. Senate to approve of these affiliations and the clubs are to ensure they meet necessary requirements for constitution, club management and to have attended club training day or induction as to continue with their affiliation with the Guild even after approval by senate. All rules and regulation as stated in the Basic and Funded Affiliation policies do apply.

ECU Society for Evolution and Medicine
Sri Lankan Australian Youth Association (ECU)
Arts Management Student Organization (AMSO)
Power to Change
Edith Cowan Student Law Society
ECU Liberal Club
ECU Nutrition Hub
ECU Parties & Events
ECU D&D and Tabletop Society
ECU Finance & Accounting Society
Miss Boodi
ECU Mature Age Student Network
Woman in Engineering @ Edith Cowan University
Edith Cowan Aviators
ECU Wellbeing Community
The Contemporary Art Club
ECU Japanese Studies Society
ECU Women's Community
ECU Women in Business
Club Diva
ECU Intelligence & Security Student Association
ECU Badminton Club
ECU Supply Chain & Information Systems Society
HDR Academic Society
ECU Esports Society
CASSA - Computer and Security Students Association
ECU Islamic Society
ECU ahlulbyte humanity club (EAHC)
Film Brats
ECU Robotics
Ethnocultural Collective
Assange Press Freedom Club
Teach Learn Grow
Saudi Students Association ECU
ECU Queer Collective
Collective Hope
Association of Social Work International Student (ASWIS)
Civil and Environmental Engineering Club
ECU Malaysia Club
Western Australian Student Nurse Association (WASNA)

ECU Cars & Cruises
Engineers Without Borders - ECU chapter
ECU Cricket Club
Desi Sub continental club ECU
ECU Student Badminton Club
ECU Student Tennis
ECU Basketball Club
ECU Student Futsal
ECU Student Netball Club
ECU Student Volleyball
ECU Student Hockey
ECU Touch Football Club
ECU Christian Union (Mt Lawley)

SM2103/02: The Guild endorses and approves of the successful club affiliations as listed above except for rejected applications and those not reconciliated from 2020.

Moved: Evan Partridge

Seconded: Sarah Rizwan

Results: Motion passed unanimously

[📎 Basic_Affiliation_Checklist.pdf](#)

[📎 Funded_Affiliation_Checklist.pdf](#)

Decision

14 yes, 1 missing

4.2. ML OHS issues and updates

GSA office down there quite often flooded.

And Lisa has gone back and forth to the University to let them know that as the Guild is paying for the place that the University needs to reciprocate with the safety of the place.

Staff and students are informed that regardless of which office it is in the Guild general areas that we'll need to improve on the way we manage our tidiness and hygiene.

Lisa has proposed that the Guild has to be mindful of the spaces that they are using and that those areas are generally shared with everyone else so to keep that in mind.

4.3. Circular motion SCM2103/02 Senate hours (IN CAMERA)

IN CAMERA

To discuss below motion as passed unanimously via circular on the 19th of March 2021.

Faizan has suggested to all senate that a conflict of interest needs to be declared.

All senate has agreed to this point and has declared a conflict of interest at this point.

Faizan has then started to explain the below suggestion of why the motion was initiated.

[REDACTED]

██████████

4.4. Senate event planning workshop

Even to update this idea to senate. The main idea is so senate could gain some confidence in organizing and conducting successful events especially when semester gets busier and more general senate get interested in events.

Mainly from miscommunications when planning the events and that event flow could at times get better.

Also, Sarah asked if a common time will be arranged so to ensure a high attendance from all senators.

Elsa proposes to conduct something like the club training day but catered more to senate organization.

Also, a clubs carnival for semester 1 could be the trial event for general senate to organize primarily independently after the event planning workshop.

5. Other Items

5.1. Employment hero training (IN CAMERA)

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

5.2. Senate work ethic (IN CAMERA)

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

5.3. RYLA report for noting

Greta and Jamil's report as attached for notation.

No Questions for Jamil.

[📎 RYLA_report_Greta.pdf](#)

[📎 RYLA_report_Jamil.pdf](#)

6. Meeting Ends

Time: 3pm

Next meeting: 19th of April 2021 (on zoom or teams TBC nearer to date)

Reminder also that Guild AGM is on the 21st of April 2021. All senate will need to be present and invite at least 2 friends or general Guild members each to reach quorum.

Faizan has also reminded everyone to complete their Q4 report.

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

Minutes of #4 Senate Meeting Minutes 22/03/21 on 22-03-2021

Summary of Matters Arising

Decisions

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

1.2	
-----	--

1.3	
-----	--

4.1	14 yes, 1 missing
-----	-------------------

Summary of Attachments

Attachments

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

2.	
----	--

4.1.	Basic_Affiliation_Checklist.pdf Funded_Affiliation_Checklist.pdf
------	---

5.3.	RYLA_report_Greta.pdf RYLA_report_Jamil.pdf
------	--

Attachments can be found under your TidyHQ admin account at:
Storage > Meetings > [#4 Senate Meeting Minutes 22/03/21](#)