

ECU Student Guild



#8 Senate Meeting Minutes 23/08/21

ECU Student Guild Senate Meeting Agenda & Minutes [August]

Teams for Southwest senators.

When 23-08-2021 at 13:00

Location: JO1.447 BU3.106, JO1.447BU3.106

Chairperson Faizan Akram

Minute
taker Elsa Chew

Minutes

1. Opening Address

Faizan welcomes everyone to the meeting.

Commence : 1.04pm

Faizan congratulates Zair for stepping up into the VP Academic role.

Faizan also welcomes Amber to her first senate meeting of senate 2021 as the First Nations officer.

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

Attendance:

Faizan Akram- President
Elsa Chew - General Secretary - Teams
Zair Rizvi - Vice-President Academic
Evan Partridge-Smith - Vice-President Social
Greta Murkhejee - Vice-President Equity and Diversity
Rijin Rajib - Postgraduate
Vacant- Environmental Officer
Amber Hsi-First Nations Officer
Sarah Rizwan- International Officer
Kate Mann - South West Officer
Jamil Ali - General Senator
Sarah Taylor- General Senator
Avani Mogg- General Senator (SW) - Apologies
Tambudzai Madenyika- General Senator (SW) - Apologies

Accredited Observers

Lisa Dwyer- Operations Manager (apologies)
Melissa Johnston- Business Support & Finance Manager

Observers

Wouter Timmerman - (attend via teams 1.09pm leaves at 1.24pm)

1.3. Proxies

NIL

1.4. Conflicts of Interests

NIL

2. Circular motion notices

Circular motions for July

SCM2107/01: Senate to motion for Sarah Rizwan to be the International Officer for the rest of 2021 has been passed with special majority

Moved: Faizan Akram

Seconded: Elsa Chew

Results: 12 yes and 1 abstain, Sarah Rizwan has declared a COI

Motion moved by special majority.

Circular motion for August

SCM2108/01: Senate appoints Zair Rizvi as the Vice President Academic for the rest of 2021.

Moved: Faizan Akram

Seconded: Elsa Chew

Results: 10 yes , 1 abstain (Zair) , 1 missing vote (Sarah Taylor).

Motion moved by special majority.

3. SM2108/01: Approval of Past Meeting Minutes

SM2108/01: The ECU Student Guild senate agrees that the attached minutes from the July 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: Motion passed unanimously

[REDACTED]

4. Office Bearers Reports

4.1. President

Faizan

4.2. General Secretary

Elsa
Semester 2 club affiliations
NSSS meeting
Equity meeting
DVCE meeting
New EBA working in progress
CIDC meeting
Clubs training day
Multicultural festival
Clubs carnival

4.3. Vice-President (Academic)

Zair

4.4. Vice-President (Equity & Diversity)

Greta
Was on leave from 19th July to 1st August due to prac so was unfortunately not too active but kept constant contact with all Collectives and engaged in conflict resolution and negotiation.
Planning and preparing for Equity Fashion Show.
Chaired the fourth Equity meeting.
Organised free Women's boxing lessons.
Planned and confirmed the Mental Health Morning Tea scheduled for the 6th of September for R U OK? Day coming up
Multicultural Independence Day with International Department

4.5. Vice-President (Social)

Evan
EMU's gala planning
Really hard network building for Guild events - continuously ongoing for last 8 months
Ball
Awards night

4.6. Environmental Officer

Zair to cover last report to now

Role is currently vacant

4.7. International Officer

Sarah R

- Helped at orientation sessions
- Attended National Student Safety Survey briefing for student leaders
- Council of International Students Australia (CISA) meetings
- International Student fundamentals session
- Attended LMS meetings
- Reviewed unit archiving options in canvas
- Have been organising and running activation sessions with General Secretary
- Contacting and inviting clubs to activation
- Study Perth excursion
- Vicarious trauma and first responder training
- Have been organising anti-harassment classes
- Vice-Chancellor's awards committee meeting
- Had Escape Room
- Organising Shang-Chi movie event
- Had multicultural Independence Day
- Had Chill-Out session
- Helped at Multicultural fest

4.8. Postgraduate Officer

Rigin

4.9. First Nations Officer

Amber

Uni sports

Training

Indigenous lunches recruitment for upcoming events

Noongar languages online

4.10. South-West Officer

Kate

Apologies

- Wear it Purple day organisation and successful initiation on campus. Very successful.
- Liaising with GSA surround any arising issues on campus – on campus courses availability on SW noted as a huge issue.
- Escape Room event – 16 -18 people attended. Really successful.
- Planning for Beer and Wine tour and RUOk, meeting with the deans office regularly.
- Maintaining the kitchen and supplies
- Hump day Wednesday social hangouts – are also having a great turn out
- Friends in need workshop coming up.

4.11. General Senator

Sarah Taylor

- * ice skating event- successful, low numbers but everyone enjoyed themselves
- * Organising the three events
- * Had to cancel the brunch as we didn't get any numbers
- * Helped with orientation day
- * Market day ML- big success, big participation. Everyone loved the bouncy castle
- Escape room

4.12. General Senator

Jamil

VCSAF meeting raise issue in regards to parking sticker
Office coverage in JO

4.13. General Senator (NIL)

4.14. General Senator (South-West)

Avani

Orientation went well, had the opportunity to get the guild out there amongst the new students.

Hump Day Hangouts - Success, opportunity to connect with students.

Escape room was a success, students want more events like that.

Wine & beer tour, wear it purple day, R U OK? Day, pizza night, bowling and lazer tag coming up.

4.15. General Senator (South-West)

Tam

Apologies

4.16. Observer Report: Operations Manager

Lisa

Apologies

NIL

4.17. Observer Report: Business Support and Finance Manager

Melissa

Closed Q2 financials and completed financial report and kpi report inputs, zero reporting challenges. Commenced Considering other options with a view to ERP system, with all in one accounts, budgets, approvals, crm, payroll, hr etc

Guild elections support to Lisa, Election software and election officer for each campus office

EA queries - meeting is next Monday

New square pos system in progress by Nikki to allow ml transactions and easier terminal with all in one pos and payment gateway. For bookshop and March sales

5. Priority Items

5.1. Semester 2 funded affiliation

Arts Management Student Organisation (Academic)
Engineers Australia Student Society - EA ECU (Academic)
Students for Sensible Drug Policy - ECU (Academic)

Preamble: Semester 3 funded affiliation has concluded as of 6th of August 2021 and the above clubs have fulfilled all requirements and have attended the semester 2 of 2021 club's training day.

SM2108/02: Senate to approve funded affiliation of AMSO, EA ECU and SSDP for the rest of 2021.

Moved: Elsa

Seconded: Faizan

Results: Motion passed unanimously

Elsa has moved an item on the floor as it was previously not added into the agenda.

SM2108/05: Senate to approve ECU Labor for basic affiliation for the rest of 2021.

Moved: Elsa

Seconded: Evan

Results: Motion passed unanimously

As senate is moving into IN CAMERA items, Wouter has raised to now leave the meeting.

Wouter left meeting via teams.

Decision

SM2108/02 passed unanimously

SM2108/05 passed unanimously

5.2. Continuous Improvement and Development Committee policies

Preamble: CIDC has gone through these policies in the last CIDC meeting 9th of August 2021 and has recommended these policies to senate for approval.

Faizan has explained CIDC abbreviation to senate to ensure all senate is clear on the role and the structure of the committee.

Greta has raised a query in regards to one of the policy relating to personal relationships (romantic relationships).

Faizan clarifies that the declaring a conflict of interest will need to be done only if a decision making is to be taking place and a senate is to have a close personal relationship (romantic or not) that may alter the votes based on personal emotions, feelings or bias.

Thus Greta says that, in other words, we don't need to declare all personal relationships.

That is what senate has understood altogether.

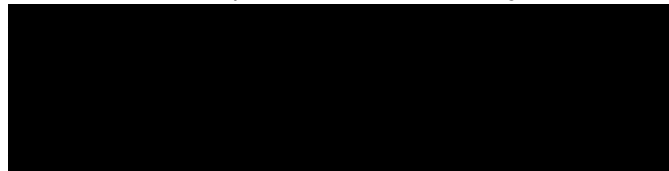
SM2108/03: Senate to approve the below policies as recommended by CIDC.

1. Ambulance Transportation Cost Policy
2. Complaints Management Policy
3. Honoraria Policy
4. Police Check Policy
5. Senate Code of Conduct Policy

Moved: Elsa

Seconded: Rigin

Results: Motion passed unanimously



Decision

SM2108/03 passed unanimously

5.3. Guild Elections 2021

Preamble

In line with Clause 13 of the Guild Election Procedures, Senate is required to determine how the polling should be conducted for the Guild Elections. SM2108/04: The Senate determine that the Guild Elections should be held in person and electronically as per Clause 13(1) of the Guild Election Procedures.

Moved: Elsa

Seconded: Faizan

Amended SM2108/04: The Senate determine that the Guild Elections should be held electronically or in person as per Clause 13(1) of the Guild Election Procedures.

To ensure to follow COVID procedures and also to plan better for any future unforeseen circumstances for example a sudden lock down which is uncontrollable, which will then prevent students from coming on campus to vote, electronically elections are also being considered as for a second option.

Moved: Sarah Rizwan

Seconded: Rigin Rajib

Results: Motion passed unanimously

Decision

Amended SM2108/04 passed unanimously

6. Discussion items

6.1. New Senator (IN CAMERA)

Faizan to raise this on the floor for discussion with senate

Two names have been raised to senate

[REDACTED]
[REDACTED]

Faizan has suggested that he wants to hear everyone's opinion in senate.

Sarah Taylor has raised an Secret Ballot to be conducted.

Senate has agreed to Secret Ballot to be conducted for the voting of the names of General Senator.

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

[REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]

Secret ballot has been conducted and Melissa has collected the votes from senate for General Senator

[REDACTED]
[REDACTED]

SM2108/06: Steven Atkin to be elected as the General Senator of the Guild

Moved: Faizan

Seconded: Greta

Results: Motion passed by special majority

Decision

SM2108/06 passed by special majority

6.2. Personal development review (IN CAMERA)

Faizan to communicate this to senate on senate meeting day

Faizan has given everyone 5 minutes to reflect and write down what they have learned or reflected since they've joined the Guild.

As in what valuable lesson the Guild has provided to them throughout their time here.

Senate shares their ideas, experiencing and also reflections.

The purpose of including this item into this senate meeting is to see how much development and growth that senate has presented.

Faizan has raised that senate should trust themselves and feel capable for their roles and responsibilities. To honour their role and to carry out their task one step at a time. There is only 3 months left, and representation is crucial as that is reflecting how they act and what they do, 1. student body, 2. the role, and 3. yourself. Faizan has proposed to trust yourself and be confident as everyone has a progress phrase, it takes time but it will happen. Utilize Guild resources and commit to improving your own skills and communication because only by trusting yourself and actioning it, then you will achieve what you set your mind out.

7. Other Items

7.1. VP Social conference budget

Evan to raise a motion on the floor

Preamble: Previously Evan's conference budget was moved to use for the Gold coast Uni games but as that is not happening anymore, Evan has suggested to move his conference budget to the upcoming ball and event accommodation at the Crown for sharing between himself and Lauren (marketing coordinator) to utilize as they will be on site for the whole night and it is dangerous to go home way pass midnight and feeling fatigue.

Evan has also raised to create a policy in line with the suggestion.

Faizan has proposed to bring this to Secretariat attention but at this point it will be for ECU Guild ball only.

Evan has stepped out from the room for senate to discuss and to vote on this motion.

IN CAMERA discussion has taken place.

SM2108/07: Senate to approve VP Social conference budget previously moved for Gold Coast Uni games spending to be moved to use for accommodation at the ECU Guild ball for both Evan and Lauren to utilize as they will be on site till after hours for ensuring a smooth event flow.

Moved: Elsa

Seconded: Faizan

Evan has raised a conflict of interest and has abstain from voting

Results: Motion passed unanimously

Decision

SM2108/07 passed unanimously

7.2. Enterprise Bargaining Agreement process (IN CAMERA)

As informed by Lisa: Enterprise Bargaining Agreement process commenced with staff. Secretariat are engaged as Bargaining Representatives on the Guilds behalf. Following the Bargaining process, as per the Schedule of Delegations and Authority the agreed document will be passed to the full Senate for final approval by motion before being passed to the Fairwork Commission.

EBA first meeting has been scheduled for the 30th of August 2021 and Secretariat will be present at the meeting.

8. From the floor- Clubs Awards nominations (IN CAMERA)

Faizan has brought up a query from Equity meeting has been raised in discussions with senate.

Faizan, Greta and Elsa has explained the situation of concern.

Issue is moved to Secretariat for resolution.

9. Reminders

Clubs Carnival 25th of August

Equity Fashion Show 27th of August

R U ok Day 9th of September

Mel has raised that on Friday is also Wear It Purple day so to wear it purple in support.

9.1. Next meeting

20th of September 2021 at 1pm

Lisa has suggested to inform senate of the risk review at the next senate meeting when she is physically present then.

10. Meeting Ends

Faizan thanks everyone for attending today.

Meeting ends at: 2.23pm

End of minutes.

Summary of matters arising are tabled on the following page.

Minutes of #8 Senate Meeting Minutes 23/08/21 on 23-08-2021

Summary of Matters Arising

Decisions

Item	Decision
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5.1	SM2108/02 passed unanimously SM2108/05 passed unanimously
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5.2	SM2108/03 passed unanimously
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5.3	Amended SM2108/04 passed unanimously
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6.1	SM2108/06 passed by special majority
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7.1	SM2108/07 passed unanimously
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Summary of Attachments

Attachments

Item	File Name
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3.	[REDACTED]
	[REDACTED]
	[REDACTED]
	[REDACTED]
	[REDACTED]
	[REDACTED]

Attachments can be found under your TidyHQ admin account at:
Storage > Meetings > [#8 Senate Meeting Minutes 23/08/21](#)