

Tuesday

28

Feb 2023

Senate Meeting 3

🕒 12:00 PM - 2:00 PM

Senate 2023 📍 JO.34.402

Agenda

1 | #3 Senate Meeting Agenda (February 2023)

President

ECU Student Guild Senate Meeting Agenda (February 2023)

When: 28-02-2023

Where: JO.34.402

Chairperson: Sarah Rizwan

Minute taker: Sadaf Darab

2 | Opening Address

President

Meeting starts: 12:15pm

3 | Acknowledgment of Country

President

The Guild acknowledges that we are meeting on Whadjuk Nyoongar 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.

4 | Attendance

President

President - Sarah Rizwan

General Secretary - Sadaf Darab

Vice President Social Responsibility - Scott Reynolds

Vice President Academic - Zair Rizvi

Vice President International - Rizly Abdue

Vice President Activities & South West - Nikhil Howal

Equity Officer - Joanne Lucks

First Nations Officer - Fabian Yarren

Undergraduate Officer - Taqi Razvi

Postgraduate Officer - Bilal Shaikh (Arrived at 12:31pm)

International Officer - Owais Ahmed

South West Officer 1 - (Vacant)

South West Officer 2 - (Vacant)

Social Officer - (Vacant)

Sports Officer - Sarah Staker

Accredited Observers:

Operations Manager - Lisa Dwyer

Apologies:

Business and Finance Manager - Amanda Scoble

Absents:

Environmental Officer - Beatrice Bett

5 | Proxies

NIL

President

6 | Conflict Of Interest

NIL

President

7 | SM2302/01 Approval of January Senate Meeting Minutes

MOTION SM2302/01: The ECU Student Guild senate agrees that the attached minutes from the January Senate Meeting are accurate and can be published on the Guild's website once redaction has occurred.

Moved: Sarah Rizwan

Seconded: Sadaf Darab

Result: Motion passed unanimously.

President

8 | Circular Motion

Circular Motions for the Month of February

President

SCM2302/01: The Senate approves the drawdown of 224,000.94 from the Guild reserves to commence the Guild Upgrade Project.

Moved: Sarah Rizwan

Seconded: Sadaf Darab

Results: Motion passed unanimously with abstention from Fabian.

SCM2302/02: The Guild endorses the successful affiliation of the below clubs under their respective Tiers.

Moved: Sarah Rizwan

Seconded: Sadaf Darab

Result: Motion passed unanimously with abstention from Zair.

Tier 1:

- Disability Collective
- Queer Collective

Tier 3:

- The Gospel Stand
- Club Diva

9 | Office Bearer Reports

- President
 - Meeting with Sophia Nimphius (PVC Sports)
 - Catch up with WA Guild Presidents
 - NUS State Exec Catch up
 - NUS President Summit
 - Guild and Student Life Catch Up

President
General Secretary
Vice President - Socia...
Vice President - Inter...
South West Officer
Postgraduate Officer
International Officer
Environmental Officer
Sports
Lisa Dwyer

- RHDC Meeting
- Sec Meetings
- Official Welcome to ECU with VC, DVCS
- Meeting with the VC
- Education Committee Meeting
- Interviews for Social Officer Position
- Catch up with Sarah (Sports) regarding budgets
- Meeting with Fabian regarding FN Department
- International Student Fundamentals Presentation
- Joondalup get set sessions
- Meeting with students regarding some issues
- Appointing student on Education Committee
- Inducting a rep on the Ed Committee
- Catch up with Scott regarding a student issue
- Various discussions with Lisa
- Correspondence with ABC Journalist regarding a project they wanted students for
- Reviewing some policies/ procedures/ templates created by Lisa
- Correspondence with UWA Guild President regarding an event
- Correspondence with Aisling (VCSAF Exec) regarding presentation at the forum
- Consultation with Lisa regarding the Independent review of WA Public Universities
- Correspondences with Tennille from Student life regarding SWO and other matters
- Many emails, answering queries, discussions with Senators, students, etc.
- General Secretary
 - Secretariat meetings
 - Dircksey interview – successful
 - Student support and communications meeting
 - Guild and Student life team meeting
 - Gas senate meeting
 - Various meetings with Lisa and Sarah
 - Meeting with cars and cruises president
 - Meeting with Women in Engineering
 - Get set ML and JO
 - Guild fair ML
 - Guild fair JO
 - Orientation session for Village
 - Helping senate regarding various issues
 - Sending circulars
 - Agenda for senate meeting
 - Going through clubs affiliations
 - In correspondence with clubs regarding various issues
- Vice President Social Responsibility - Scott Reynolds
- Vice President Academic - Zair Rizvi
 - Attend Sec Meeting
 - Attend Student Appeals
 - Attend Student life meeting

- Assisting student with academic issues
- Following up with officer
- Following up with societies
- Following up with upcoming events
- Following up with operational about upcoming events and Workshops
- Attend Guild fair at Mount Lawley and Joondalup
- Organized Nutrition work shops
- Finalized Python Workshops
- Contacting Industry Representatives for Industrial connect workshops every fortnight
- Meeting with Career Officer
- Meeting with CASSA
- Following up with school regarding CTLCs
- Complete SSAF Report
- Vice President International - Rizly Abdue
 - Had Secretariat meeting minutes and Agenda
 - Senate meeting minutes.
 - Guild Council and Student Life meet and greet.
 - Meeting with ECU International Department.
 - Attending International Students Fundamentals.
 - Get Set Sessions at Joondalup and Guild fair at Mount Lawley and Joondalup.
 - Attended a Student Appeal.
 - ECU Council Meeting Agenda
 - Meeting with Ethnocultural, SLSA and Desi club and encourage them to affiliate.
 - Lunar New year
 - Organising Ramazan Dinner and Activations on 16th March
 - Onboarding Reps we have 5 reps onboarded and Have some interviews this week.
 - Advocate few new students with enrolments
- Vice President Activities & South West - Nikhil Howal
 - Meeting with ROB (Bira Bar).
 - Meet and Greet with Students.
 - Secretariat meeting.
 - Meeting with Paul and Lauren
 - Student life meet and greet
 - Discussion about upcoming events, funding and marketing. Sundowner and start of semester party.
 - Discussion about events planned for the month.
 - Planning and discussion about start of semester party (Pantheon), décor and freebies.
 - Planning for food and DJ
 - Get-Set Session. (Mt Lawley)
 - Get-Set session. (Joondalup)
 - Guild Fair (Mt Lawley-Joondalup)
 - Lunar New Year
 - In talks with Stevo and Logan for DJ and Photography for Pantheon party.

- In talks with ICON AV regarding lighting at the tavern.
- Discussion with Rob for food and pricing.
- Discussion with president regarding UWA's Music festival.
- Discussion with Rob and Josh Regarding DJ's at the tavern.
- Equity Officer - Joanne Lucks
- Environmental Officer - Beatrice Bett
- First Nations Officer - Fabian Yarran
- Undergraduate Officer - Taqi Razvi
 - Attended student life meeting
 - Proposal submitted for Nutrition workshops starting from 27th February.
 - Proposal submitted for Python workshops starting 28th February.
 - Attended the get set session at Mount Lawley.
 - Attended the Guild Fair at Joondalup.
 - Finalised details for school of nursing seminar.
 - Interviewed a candidate for school of science rep.
- Postgraduate Officer - Bilal Shaikh
 - Interviews with Reps and selected some of them
 - Other interviews in process.
 - Welcomed Australian Awards Postgraduate Students.
 - Coordinated with International Exchange department and had a gathering with Japanese students from Tokyo City University
 - Working with fitness centres for GUILD PG mental and fitness program
 - Attended 1st CAPA meeting for year 2023
 - Success on postgraduate annual stipend for RTP Scholarship and ECU HDR Scholarship program.
- International Officer - Owais Ahmed
 - Meeting with VP International
 - Guildfair Joondalup
 - Guild student reps meeting organising with VP
- South West Officer 1 - (Vacant)
- South West Officer 2 - (Vacant)
- Social Officer - (Vacant)
- Sports Officer - Sarah Staker
 - Had a brief meeting with Sarah about the outcomes of the budget and how to work with that
 - Stuart from sharks ocean reef cricket club - Working out how we can help him with the cricket club and what benefits we get
 - Guild Fair JO and ML
 - Lock in date for EMU gala and start to get venues thought out
 - Attend EMU bball game next week
- Operations Manager - Lisa Dwyer
 - GAO vacancy – Have made an offer to a candidate interviewed last year. Hoping for a start date on 13th March
 - Facilitated the change of service from GSA to GAO or GAS
 - Reviewing policies in line with review calendar
 - Recruited Dircksey Editor – Evan Partridge-Smith is the new Dircksey Editor
 - Have rolled out DashLane password manager to all staff and Senate

- Completed and submitted the Record Keeping Plan to the State Records Office. Feedback received on Friday – all minor but has resulted in a couple of changes to the SharePoint structure to be rolled out – We have now moved to Phase 2 of the SharePoint project (Build stage)
- Successful in obtaining AIM WA Grant. Michelle McVicker completed and submitted the application and we now have a grant of \$3000 for AIM WA training for staff across the year.
- Accommodation issues – liaising with Braden Hill, Sarah and Sadaf on Accommodation feedback
- Completing the Club Affiliation/Club Grant Guide and MOU to support the administration of clubs.
- There is an upcoming Club Development meeting to support the development of a comprehensive Club Guide.
- Opportunity to develop ECU staff training about the Guild – Currently building training presentation with Staff.
- Business and Finance Manager - Amanda Scoble
 - working on Audit requirements
 - Q4 report are due
 - SSAF Steering committee
 - Issuing VASCO Cards to recently affiliated clubs and VPs

10 | Priority Items

President

1. Social Officer Position

Sarah has been interviewing candidates who have submitted the Expression of Interest. Out of 5 candidates, 3 of them were interviewed. Sarah explains how each candidate was in the interview. Discussion opens up for the senate.

MOTION SM2302/02: The Guild senate appoints Caitie Rawes as the Social Officer for 2023.

Moved: Nikhil Howal

Seconded: Bilal Sheikh

Result: Motion passed with special majority.

11 | Discussion Items

President
Lisa Dwyer

1. Progress reports and Honoraria

Sarah. R talks about the quality of the fortnightly progress reports and how they can be improved; and senate attendance to events.

2. Catch up with the President

Senate to meet up with the President for a performance review to talk about how the senate are progressing and for president to give feedback.

3. Senator of the Month

Nikhil Howal is the Senator of the Month. He has been stepping up as the Vice President of Activities and SW. Been very active in the events and helping other senate. He has also been achieving his KPIs around his role.

4. Reflection

Senate reflect on the work they have been doing and how they can improve.

12 | Other Items

President

1. Voice to Parliament

The government has been working on the establishment of a First Nations Voice and a Makarrata Commission in the Parliament to represent the Aboriginal and Torres Strait Islander population. Senate to review the document brief which was sent out and send their feedback through to Sarah R.

13 | Meeting Ends

President

Meeting ends at 1:42pm