

Date: 18/04/2023

Time: 11:00 AM - 01:30 PM

Location: JO.1.447

Group: Senate 2023

Present:

Absent:

Agenda

#	Topic	Files	Presenter	Minutes
1	ECU Student Guild AGM 2023	Files (0)	<i>President</i>	<p>ECU Student Guild 2023 Annual General Meeting</p> <p>Note: The meeting will lock at 11am, members please arrive by 10:50am to ensure a timely and smooth start. Senators, please be on campus as requested by the Guild. Members, please register for Teams access via: https://ecustudentguild2015.formstack.com/forms/agma_registration</p> <p>When: 18 - 04 - 2023 at 11:00 am Location: JO.1.447, Teams Chairperson: Sarah Rizwan Minutetaker: Sadaf Darab</p>
2	Apologies	Files (0)	<i>President</i>	NIL
3	Opening Address	Files (0)	<i>President</i>	Meeting starts at 11:12 am
4	Acknowledgm of Country	Files (0)	<i>President</i>	The Guild acknowledges that we are meeting on Whadjuk Nyoongar land, and acknowledges their elders, both past and present. We recognise that the land was stolen and never ceded, and always was and always will be an Aboriginal land.
5	Conflicts of Interest	Files (0)	<i>President</i>	NIL
6	Attandance	Files (0)	<i>President</i>	<p>Senators:</p> <p>President - Sarah Rizwan General Secretary - Sadaf Darab Vice President Social Responsibility - (Vacant) Vice President Academic - Zair Rizvi Vice President International - Rizly Abdue Vice President Activities & South West - Nikhil Howal Equity Officer - Joanne Lucks Environmental Officer - (Vacant) Undergraduate Officer - Taqi Razvi International Officer - Owais Ahmed (Teams) South West Officer 1 - (Vacant) South West Officer 2 - (Vacant) Social Officer - (Vacant) Sports Officer - Sarah Staker (Teams)</p>

Student Members:

Marwa Asadi
 Hawi Weshe
 Abhi Patel
 Chanpreet Singh
 Sumit Sumit
 Brijesh Prajapati
 Dolon Roy
 Amit Kumar
 Aravind Sasikumar
 Joel Benny
 Dhan Elias
 Enosh Manoj
 Libin John
 Austin Padayatty
 Stephen Rattenbury
 Farahan Yousaf
 Neil Gregory

Online Attendance (Teams):

Colin Ekanayake
 Sushanta Manandhar
 Muhammad Ali
 Kawshan Amunugama
 Tamoor Butt
 Ali Gillani
 Josh Oldershaw
 Muhammad Saleem
 Hoda Khoshvaght
 Alex Allen
 Muhammad Saleem

Accredited Observers:

Operations Manager - Lisa Dwyer
 Finance and Business Manager: Amanda Scoble

Observers:

Events and Marketing Coordinator - Lauren Reed

Apologies:

Dircksey Editor - Evan Partridge-Smith

Absent:

First Nations Officer - Fabian Yarren
 Postgraduate Officer - Bilal Shaikh

7	Proxies	Files (0)	President	NIL
8	Approval of Past AGM Minutes	Files (1)	President	<p>Preamble: The 2023 student members of the ECU Student Guild AGM shall pass the AGM minutes for the year 2021.</p> <p>MOTION</p> <p>AGM2023/01: The Guild's members approve the minutes form the 2022 AGM as read and accurate.</p> <p>Moved: Sadaf Darab</p> <p>Seconded: Sarah Rizwan</p> <p>Results: Motion passed unanimously.</p>

*President,
Operations
Manager,
Business and
Finance
Manager,
Amanda
Scoble, Lauren
Reed*

1. President's Annual Report

Verbal report presented on the day of AGM for the year 2023.

President: Sarah Rizwan

Dear members, I am honoured to present an overview of the remarkable work accomplished by the ECU Student Guild in this year's Annual Report. Our Guild has made continuous efforts to promote student interests and enhance the quality of student life on campus, and we will continue to do so every day. Our members' interests are at the forefront of every decision we make and every initiative we take.

The year 2022 was a period of recovery following the pandemic, and we were committed to enriching the student experience. One of our most significant achievements was organizing various events and activities that fostered an inclusive and diverse community on campus.

We brought together students from diverse backgrounds to celebrate our differences and promote mutual understanding through cultural events, parties, sports initiatives, and other activities.

Last year, we organized 146 events with over 12,000 attendees, with some of our most popular events being the Guild fairs on all three campuses, Multicultural Festival, Industry Connect Forums, First Year Formal, Emus Gala, Guild Ball, and many more.

Additionally, the Senate continued its advocacy efforts, working closely with the university administration to address the concerns and needs of fellow students.

The Guild Senate was actively engaged in all boards and committees to advocate for students as best as possible.

Our Guild Advisory Service also continued to provide much-needed support to students facing financial, academic, and welfare challenges. The Guild Advisory Officers provided financial assistance, welfare support, and guided students through appealing university decisions, academic progression status, and more.

2022 WAS A PERIOD OF RECOVERY FOLLOWING THE PANDEMIC, AND WE WERE COMMITTED TO ENRICHING THE STUDENT EXPERIENCE.

2022 was also the year we implemented the new Guild structure on a trial basis. The structure was reformed to provide the Guild with better governance and leadership from the Senate and to have the provision to engage more students as volunteers for the Guild.

This structure has been officially implemented since December 1st, 2022. Each of the Guild's departments now has the capacity to appoint up to 15 departmental representatives who provide feedback to the Guild regarding the needs of the students, which was not previously possible with the old Guild structure.

We also revised the club affiliation process and made key changes, such as easing the restrictions for starting a club and opening the affiliation throughout the year, to ease the process of affiliation for new and continuing clubs.

So far, we have received positive feedback from the clubs, and we strive to continually improve our processes to make them more easily accessible.

Above all, the Guild continued to uphold its values of Diversity, Student centered, Integrity, Fun, and Teamwork in our daily operations.

Looking ahead, there is still much work to be done. We will continue to strive towards excellence and build on our past successes. We commit to being proactive in identifying and addressing the challenges that students face, whether it be financial difficulties, mental health

issues, or academic stress. We must work together to create a safe and inclusive environment that supports every student's needs and ensures that everyone has an equal opportunity to succeed. As the President of the ECU Student Guild, I am committed to continuing this important work and to advocating for the interests of our student body. I am grateful for the dedication and hard work of all Senators, Staff, Clubs, Dircksey Team, Volunteers, Casuals, and each individual that has helped the Guild in making a positive impact on the ECU community.

Thank you for your support and for being a part of the ECU Student Guild.

2. Operations Manager's Annual Report

Verbal report presented on the day of AGM for the year 2023.

Operations Manager: Lisa Dwyer

In 2022 living with Covid became the norm. No longer were we pivoting to working from home arrangements to accommodate the many lockdowns across the year, instead we moved to manage staff and Senate absences where individuals were required to isolate. This enabled us to provide a more consistent service from our office locations across Metro Campuses.

Despite the success of the Guild in adapting to the new Covid norm, the Guild experienced significant staff turnover, with a loss of 70% of Guild staff across the year. Whilst we have since welcomed additional staff to the team, the time taken to on board and induct new staff led to some delays in services, including an increased wait time experienced by students accessing our Guild Student Assist Service. Our Guild Student Assist Advocacy service use declined in 2022 which is likely to be as a direct result of the staff turnover in this department, leading to a larger than usual wait time for appointments. In addition the Guild produced a number of self-help guides to support students in addressing Academic matters. These were distributed to students when making an appointment or where the Guild was not able to accommodate appointments in good time. Requests for financial support from the Guild continue to be lower than anticipated, however, this is typical of the sector. This could be said to be as a result of high employment and the removal of restrictions on hours that those on study visas are permitted to work. We anticipate the need for financial support will increase in 2023.

The Guild continued to see International students being the largest cohort of student's utilising Guild facilities and service. These students typically represent 55% of the utilisation of services. The Guild provided a full report to the University at the end of 2021 requesting that consideration be given to charging Student Services and Amenities Fees to International students, or portioning some of the existing fee paid by this cohort as a SSAF fee to support the Guild in the continued provision of services. Currently International students do not pay SSAF which results in a lower proportion of funding the Guild whilst expenditure and utilisation of Guild support services continues to exceed that of domestic student.

EVENTS AND ACTIVITIES FOR STUDENTS CONTINUES TO BE A MAINSTAY OF THE SERVICES OFFERED BY THE GUILD. THE GUILD PROVIDED 155 ON AND OFF CAMPUS EVENTS TO STUDENTS IN 2022. Unfortunately in late-2022 the Guild was advised that the University did not support the charging of SSAF or portioning some of the existing fees paid by International students as SSAF. The Guild will continue to pursue this discussion with the University across 2023 as

we manage falling SSAF as domestic student numbers decrease with continuing to support all students with appropriate services and facilities.

Events and activities for students continues to be a mainstay of the services offered by the Guild. The Guild provided 155 on and off campus events to students in 2022 which continue to be well attended.

In addition to events and activities, the Guild supports student led clubs. In 2022 Guild affiliated clubs received more than \$46,000 in Guild funding to develop their club and provide events and activities to members and students. I was delighted to celebrate the Club's successes in 2022 at the annual Guild Club Awards which saw ten awards presented to affiliated clubs in recognition of their support to students across the year.

Maintaining services at the South West campus has been an ongoing issue for the Guild in 2022. Engagement rates continue to be low, with many south west students studying online or studying practicum based subjects. The Guild continued to provide Guild Student Assist Clinics across the year but experienced significantly low uptake of the service, resulting in cancellation of the majority of the on campus support sessions, as South West students preferred telephone or telehealth support from metro campuses. We continue to explore ways that we can meet south west student's needs in different ways. Overall our financial position in 2022 resulted in a significant loss. This loss was as a result of falling students numbers (SSAF paying students) which resulted in a loss of \$200,000. Whilst the Guild made every effort to reduce expenditure when being made aware of the decrease in SSAF receipts in September, unfortunately due to the lateness of the notice the mitigation efforts of the Guild were not sufficient enough to stymie the full effect of the loss. The Guild also returned a significant portion of unused grant funding to LotteryWest in 2022 as per the grant funding terms.

I would like to take this opportunity to thank all those involved with the Guild over the past year for the hard-work and commitment. I would particularly like to acknowledge the work of our staff and Senate and recognise the efforts of new staff in developing their skills and knowledge to their new roles quickly and effectively to allow the Guild to continue to provide outstanding services to our members.

3. Business and Finance Manager's Annual Report

Verbal report presented on the day of AGM for the year 2023.

Business and Finance Manager: Amanda Scoble

The Guild is reporting a significant deficit in 2022 Financial Year of \$247,076. The deficit was largely due to our SSAF funding being cut in September.

Where we had been budgeting on receiving \$2,050,000 in SSAF funding for the 2022 year, we were advised our funding would be cut down to just \$1,845,636, leaving the Guild with a \$204,364 revenue shortfall to try and replace on a very short turnaround.

The Guild immediately ceased all noncommitted spending from this point onward to help mitigate the impact of the funding reduction.

The Operations staff and Senate successfully reduced non-committed costs by \$53,324 reducing this hit down to \$151,040.

Unfortunately, there was some more bad news to come in 2022. We also had to refund the balance of the grant we had received from Lotterywest in 2020. The purpose of the grant was to fund Emergency Relief support for students experiencing financial hardships.

Over the last 12 months, whilst it is excellent that our students were not experiencing financial hardships to this degree, this meant we could not keep the funds.

Under Accounting standards AASB 15 Revenue Recognition: "Not For Profit entities recognise revenue when an agreement is enforceable and contains performance obligations to transfer goods or services that are sufficiently specific to determine when the obligation has been satisfied" .

Until those obligations are satisfied, the grant funds should be held on the Balance Sheet as a Current Liability either named Grants Received in Advance, or Income In Advance.

However, this grant revenue was recorded in full as an Audit Adjustment in the 2021 Financial Statements in the Statement of Profit or Loss and Other Comprehensive Income, not the Statement of Financial Position (Balance Sheet).

What this means, is that we now have to reverse this revenue back out of the profit and loss in the 2022 Financial Statements, resulting in bottom line direct impact of \$96,036.

Had this been recorded appropriately on the Balance sheet in 2021, this would have simply been a Balance Sheet entry in 2022 with no Profit and Loss impact.

The Financial Statements are attached here below in full, and have been audited by Moore Australia, and we have been issued an unqualified audit report.

Whilst the 2022 deficit is large, we have healthy reserves which will to help absorb this hit.

The Guild will be able to continue to provide services and support for all our students and 2023 events and supports services are well under way, with much more to come.

4. Auditor's Report

Verbal report on behalf of Moore Australia by Amanda Scoble.

Refer the Annual Report on the Guild's website via:

<https://ecuguild.org.au/wp-content/uploads/2023/04/Annual-Report-2022-LR.pdf>

5. Dircksey Editor's Report

Verbal report on behalf of Dircksey Editor by Lauren Reed.

Dircksey produced 2 printed editions in 2022 with over 17 individual contributors.

Editor Zoe Carter resigned from the position in May and sub-editor Elizabeth Harris stepped into the role of Editor to finalise production of Edition 1: PLAY and lead production of Edition 2: UNCHAINED with Sub-Editor Izzy French.

Edition 1:PLAY was published and distributed in July

Edition 2:UNCHAINED was published and distributed in October

Both Dircksey editions included a range of media showcasing the diverse talent of students such as illustrations, opinion pieces, interviews, fiction, scripts, poetry and more.

They are available online at issuu.com/ecuguild and will shortly be migrated to a new Dircksey website.

6. Annual Financial Report

Refer to the Annual Report on the Guild's website via:

<https://ecuguild.org.au/wp-content/uploads/2023/04/Annual-Report-2022-LR.pdf>

10	Priority Items	Files (0)	President	1. Approval of the Annual Financial Report Preamble: Please refer to the Annual Financial Report in Item 9.6 MOTION AGM2023/02: The Guild members to approve the Annual Financial Report as accurate and correct. Moved: Sadaf Darab Seconded: Sarah Rizwan Results: Motion passed unanimously
11	Other Items	Files (0)	Everyone	<ul style="list-style-type: none"> • Student talked about a clothing organisation for struggling students and if Guild is able to. President to discuss with him more post-AGM. • Student suggested having pencils instead of pens in the free give aways.
12	Annual General Meeting ends	Files (0)	President	Meeting ends at 11:29am

Tasks

[View all](#)

Task

No tasks created for this meeting [Learn more](#)

Decisions

[View all](#)

Decision

No decisions recorded for this meeting [Learn more](#)