

Date: 31/08/2023

Time: 10:00 AM - 12:00 PM

Location: JO.1.447

Group: Senate 2023

Present: [General Secretary](#), [Guild Senate](#), [Amanda Scoble](#), [Vice President - International](#), [International Officer](#), [South West Officer](#), [President](#), [Under Graduate](#), [Equity Officer](#), [Environmental Officer](#)

Absent:

Agenda

#	Topic	Files	Presenter	Minutes
1	#10 Senate Meeting Agenda (August 2023/2)	Files (0)	<i>President</i>	<p>ECU Student Guild Senate Meeting Agenda (August 2023/2)</p> <p>📅When: 31-08-2023</p> <p>Where: JO.1.447</p> <p>Chairperson: Sarah Rizwan</p> <p>Minute taker: Sadaf Darab</p>
2	Opening Address	Files (0)	<i>President</i>	Meeting starts: 10:08am
3	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 the land was stolen and never ceded, and always was and always will be Aboriginal land.
4	Attendance	Files (0)	<i>President</i>	<p>President - Sarah Rizwan</p> <p>General Secretary - Sadaf Darab</p> <p>Vice President Social Responsibility - Siti Azkatya</p> <p>Vice President Academic - Zair Rizvi</p> <p>Vice President International - Rizly Abdue</p> <p>Vice President Activities & South West - Nikhil Howal(Teams)</p> <p>Equity Officer - Joanne Lucks</p> <p>Environmental Officer - Alice Broadhead</p> <p>First Nations Officer - (Vacant)</p> <p>Undergraduate Officer - Taqi Razvi</p> <p>Postgraduate Officer - (Vacant)</p> <p>International Officer - Owais Ahmed (Teams)</p> <p>South West Officer 1 - Courtney Marshall(Teams)</p> <p>South West Officer 2 - (Vacant)</p> <p>Social Officer - (Vacant)</p> <p>Sports Officer - (Vacant)</p> <p>📅Accredited Observers:</p> <p>Acting Operations Manager and Finance and Business Manager - Amanda Scoble</p> <p>Absent: Vice President Academic - Zair Rizvi</p>
5	Proxies	Files (0)	<i>President</i>	NIL
6	Conflict Of	Files (0)	<i>President</i>	NIL

	Interest			
7	SM2308/03 Approval of August 1 Senate Meeting Minutes		President	MOTION SM2308/03: The ECU Student Guild senate agrees that the attached minutes from the August 1 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.
8	Circular Motion	Files (0)		NIL
9	Office Bearer Reports	Files (0)	President, General Secretary, Vice President - Social Responsibility, Vice President - International, South West Officer, Postgraduate Officer, International Officer, Environmental Officer, Sports, Lisa Dwyer, Under Graduate	<p>President</p> <ul style="list-style-type: none"> • CIDC Meeting • Sec Meetings • Meetings with Sophia (PVC Sports) • SGM • Catch Ups with Senators • Meeting with the VC for sports grant • Hilton Site Visit • Weekly Chillouts • Meeting with Michelle Rogers • Student Appeals • August Birthday Celebrations • Meeting with Peter Corbett regarding a student issue • Meeting with Jean Lewis for Containers for Change • RHDC Meeting • UniSports Nationals • Student Enquiries <p>General Secretary</p> <ul style="list-style-type: none"> • Meeting with CASSA regarding constitution change • Meeting Power To change regarding MOU • Meeting with EA regarding their upcoming events • Catch up with NUS Gen Sec • Senate meeting Additional • CIDC Meeting • Secreatriet meetings • Meeting with a student to start a new club • Academic board meeting • ECU Gild SGM • Seventh Day Activist meeting regarding reaffiliation • Meeting with Netball regarding their budget • Catch up with president • IFLY • India Pakistan Independence day • Weekly Chillouts x2 • August Birthday Celebration • Completed Q2 SSAF Report • Completed outstanding trainings • Agenda and minutes for meetings • Clubs affiliation <p>Vice President Social Responsibility</p> <ul style="list-style-type: none"> • Additional meeting Talk about Multicultural event and Thrift market •

Do the presentation with Jo and Alice (deciding our fortnightly meeting, updating our event and the budget)

- Creating content (Reels)- Guild tour, Bollywood party, club carnival, ECU Joondalup library tour
- Bollywood Party- help the ticketing Come to the event
- Work on the event for the Indonesian Independence Day (food, decoration, poster)
- Help the Weekly chill out event (week 1-4)
- Doing the Board Induction Course - Edith Cowan University Student Guild
- Send a request to add 40 more packages for rotnest trip(done)
- working on No disposable cup day event
- Did approved and denide clubs grant and event form

Vice President Academic

- Attend Sec Meeting
- Attend SMG
- Attend Academic Board Meeting
- Attend Student Appeal
- Attend Jo Campus Carnival
- Taking Sec meeting minutes
- Following up and meeting with academic department officer
- Working for organizing pending events with officer
- Meeting with Enactus
- Following up with grants and events for societies
- Following up with Schools regarding CTLC meetings
- Following up with school representative
- Meeting with space gass trainer regarding workshops
- Organized Space gass sessions
- Organized Nursing placement workshops with SNM
- Organized Aboriginal and Torres Strait Islander Culture Event(Have to Cancel due to main speaker got unwell)
- Assisting Student with Academic issues
- Contacting and meeting with unit coordinator on behalf of students
- Attend August birthday

Vice President International

- Secretariat Meetings
- CIDC Meeting
- AI Learning, Teaching and Student Support Working Group
- Guild SGM
- ECU Council – Regular Meetings
- International Café
- SAC Appeals Meeting
- AM Support Meeting
- ECU Guild Hilton Site visit
- Enquiring for student rep positions
- August Birthday Celebration
- Rottnest Trip Promotion
- Cultural dinner Planning
- IFLY
- Indian and Pakistan Independence Day
- Onam festival with ECU Malayali Association
- SLSA Meet and Greet event.
- Indonesian day Celebration
- Weekly Chillout
-

Catching up with Reps

- Catching up with Clubs
- Catch up with International Officer

Vice President Activities and South West

- Completed Events:
 - o Oppenheimer Movie at Event cinemas
 - o Bollywood party (Biggest party on campus Got more than 300 PAX)
 - o Helped Owais with Independence Day.
 - o IFly on the 17th Aug, Rizly and Sadaf attended.
 - o Attended Chill out session, had a chat with a bunch of student on the day.
- Planned Events:
 - o Sports themed quiz night planned at the birra bar on the 20th sept. Just after the jersey presentation. There will be BBQ for the people attending the jersey personation at 3:30PM
 - o Quiz night at the Birra bar. (Movie Themed)
- Meetings:
 - o Meeting with Lauren and Sports for EMU's Gala dates and plans.
 - o Courtney is planning to do a pizza and pool party in Bunbury, we will be collaborating with equity for this one. (22nd Sept.) Got a meeting with her regarding the same.
 - o Lauren and I went for site visit on the 22nd to the Hilton waterfront for EMU's Gala. Location, food, drinks, photographer, AV, DJ has been finalised, we will be looking at the awards now.
 - o Planning Oktoberfest and Halloween at the Birra bar, will soon be having a meeting with Rob for the same.
 - o Met with Stevo regarding EMU's gala and Sports Quiz. He will be DJ'ing for EMU's gala for free.
 - o Informal chat with international students on the 28th Aug
 - o There are students wanting the form a cricket club. Will be meeting them on the 30th Aug for the same. And helping them understand the process and getting the club going.

Environmental Officer

- Additional Senate Meeting (8)
- SGM Meeting
- Online Meeting with Sarah
- Online SR Meeting with Sesi and Jo
- Meeting with Lauren
- Meeting with Sarah and Jean Lewis
- Turtle Tracker Talk
- Online Dirksey Meeting
- Completed Aveling Manual Handling
- Completed Aveling Food Safety

Equity Officer

- I attended the Bunbury Lounge Launch event
- I attended the Guild SGM
- I attended an NUS meeting
- I hosted another Equity Mixer event
- I am hosting the Wear It Purple Day event
- I had a meeting with Sadaf to show her my equity training slideshow
- I had a progress meeting with Sarah
-

I attended a meeting with ECU and Student Life to discuss Wear It Purple plans

- I attended a Social Responsibility department meeting
- I've been working with Wellbeing Community preparing for affiliation
- I am planning on attending the Equity and Diversity Committee Meeting

Undergraduate Officer

- Executed Nursing Placement Seminar.
- Rep interview for the school of business and law.
- Proposal submitted to Museum Tour.
- Worked alongside VP Academic on several events.
- In contact with several providers regarding future events.
- Worked on Nursing Practice and Aboriginal and Torres Strait Islander Culture.
- Arranged payment for food from school of nursing.
- In contact with school reps in regards with future events.
- Attended appeal.
- Prepared for an upcoming appeal.
- Responded to the school of nursing for a future event.

International Officer

- Vice-Chancellor Student Advisory Forum-3
- Additional Senate Meeting
- 3. Misconduct Meeting
- Meeting with Peter Corbett as a student support Person
- Pakistan and India Independence day Event
- Organize event with help of VP International and VP South West
- August Birthday Celebration
- Cake cutting and Lunch
- Organizing food for Rottness Trip
- Catchup with VP International about upcoming events.
- Organize meeting with international department reps.

South West Officer 1

- Ran South West Lounge Launch Event with Lauren and Paul.
- Organised for current Guild Advertisements to be added to the Digital Poster Board
- Answering student emails and general admin
- Corresponded with ABC News on potential article – Declined to comment
- Ran Officeworks Giftcard competition - Winner announce 1/09/2023
- Meeting with Kristy Gill to discuss on campus events run by Guild – Postponed
- Collaborated with ECU for Wear it Purple Day to provide an activity for their event
- Began planning Pizza and Pool Night, Submitted Event Proposal
- Began planning Study Break Nights for October, Event Proposal to follow
- Meeting with Nikhil to provide SW update
- Picked up bread donations every Friday and transported to campus for students
- Restocked Common Room Kitchen with snacks, tea, coffee, milk and fruit weekly

Acting Operations Manager and Finance and Business Manager

- Refurbishment Update-
- Fridges resolved
- GAO desk resolved - duress alarm to be fitted
- Cafe tables and tall storage tbd
- Couch to be delivered
- Sit/stand desks to be tested
- How many more computers do we need?
- Photocopier to move
- Senate desk pod to move to WHS/FM office?
- Artwork and Aesthetics/plants etc
- ML Update - GAO office closed until water leaks resolved to use Admin space
- Elections comms to go out this month
- Met with Michelle Rogers
- Met with DVC monthly meeting
- SSAF reports distributed and to be reformatted for financials after meeting with Mehul
- SGM held and ShineWing nominated Governance to respond with Appointment
- Finance, Yvonne is being trained up to report the BVA to Departments once the refurb is off her priority list
- EOM EOQ and EOFY all completed so should see a less hectic month ahead (I hope)

Sarah appreciates the Senate for providing good quality PRs this month.

10 Priority Items [Files \(0\)](#) President

1. Clubs
PREAMBLE
The following clubs have been able to satisfactorily meet the affiliation requirements. Senate to approve the affiliations of the clubs listed below under their respective Tier, and the clubs are to maintain the necessary requirements as mentioned in the Affiliation Policies, Constitution, and Club Code of Conduct. The clubs are to attend mandatory induction which can affect their affiliation status with the Guild if the induction is missed.

☐ Tier 1 - ECU Nutrition Hub
Tier 3 - Stitches and Verbal Itches: Create and Communicate

☐ MOTION
SM2308/04: The Guild endorses the successful affiliation of the above clubs under their respective Tiers.
Moved: Sadaf Darab
Seconded: Sarah Rizwan
Result: Motion passed unanimously.

☐ 2. Discounted Ball tickets – Senate and Staff
PREAMBLE
Traditionally, the Guild has provided a discount to its staff and senate for the annual ECU Guild Ball. It is of a way to thank outgoing senate for their efforts and to commemorate the great year that both staff and senate have gone through and contributed to the Guild.

☐ MOTION
SM2308/05: Senate to approve a 50% discount on tickets to the Guild Ball 2023 for staff and senate and their plus one.
Moved: Sarah Rizwan
Seconded: Sadaf Darab

Result: Motion passed unanimously.

Conflict of interest declared by all senate.

3. Discounted Ball tickets - Clubs

PREAMBLE

As per the Guild's constitution, all Tier 1 clubs get the benefit of discounted ball tickets each year. This discount only applies to the top 5 committee positions of the clubs which was submitted at the time of affiliation.

MOTION

SM2308/06: Senate to approve a 10% discount on tickets for the 2023 Guild Ball for the Tier 1 Clubs Committee Members.

Moved: Rizly Abdue

Seconded: Sadaf Darab

Result: Motion passed unanimously.

4. Free Ball tickets for Nikhil and Lauren

PREAMBLE

As Lauren Reed (Events and Marketing Coordinator) and Nikhil Howal (VP Activities and Southwest), are the ones organising the night of the ball, they will not be able to enjoy the night as an attendee, therefore, it is suggested that they are to be awarded free tickets to the Guild ball 2023.

Conflict of interest declared by Nikhil.

MOTION

SM2308/07: Senate to approve free tickets for Lauren Reed and Nikhil Howal for the ECU Student Guild Ball 2023.

Moved: Sarah Rizwan

Seconded: Sadaf Darab

Result: Motion passed unanimously.

5. VP Academic Position (IN CAMERA)

MOTION

SM2308/08: The senate to appoint Taqi Razvi as the Vice President Academic for the rest of 2023 term, effective immediately.

Moved: Rizly Abdue

Seconded: Joanne Lucks

Result: Motion passed unanimously.

6. DC Chair Position

PREAMBLE

Zair was the Chair of DC for the 2023 term. As he is not a senator anymore, he cannot be the Chair of DC.

Sarah opened the floor for senators to express their interest in this position.

Taqi expressed his interest on taking on this position.

MOTION

SM2308/09: The senate to appoint Taqi Razvi as the DC Chair for the rest

Moved: Rizly Abdue

Seconded: Sarah Rizwan

Result: Motion passed unanimously

Motions raised on the floor

7. Honorary life membership

PREAMBLE

Zair has expressed his interest in becoming an honorary life member of the Guild.

MOTION 2308/10: The senate approves Zair Rizvi to become an honorary life member with the Guild.

Moved: Sarah Rizwan

Seconded: Taqi Razvi

Result: Motion passed unanimously.

11 Discussion Items

[Files \(1\)](#)

President, Vice President - Academic, Under Graduate, Environmental Officer, Amanda Scoble

1. Presentation

Academic Department to Present.

Next presentation is from International Department – Rizly and Owais to present

2. SW Officer Position

Sarah mentions that a candidate has expressed her interest for SW Officer 2. She is Courtney's best friend, so Sarah asks Courtney to leave the room while the senate discuss this.

Courtney leaves at 11:06am

Sarah explains that the candidate is studying the same course as Courtney and has the same timetable. This means that the addition of another SW Officer may not be needed at the moment. Courtney has previously mentioned that at the moment she does not need extra help and everything is manageable by her. The senate decides that at this point, we will not be appointing a new SW Officer.

Courtney joins at 11:13am

3. Events

Sarah reminds senate to ensure events proposals are done on time and risk management is done appropriately. If they have any questions approach Lauren and she could help them.

We have some big events coming up, make sure that you are attending and helping out.

Cutlery, plates, cups, etc. can be bought in bulk. Yvonne can help with that prior to events.

4. More representation on ML Campus

Alice asks that we run more events on ML campus or even off-campus events that are closer to ML. Sarah explains that we have done events on-campus and off-campus, however, it is hard to get students to come due to the campus not being as busy as JO, but we will still continue to run events there.

5. Risk Management and Work Health and Safety

Lauren, Michelle, and Amanda have been working on a risk matrix template to be used by Senate and Clubs to help with filling their risk

management.

A student in JO campus got a little shock by the water tap, but it was static from their feet. We got the electrician to have a look at it and made sure there is no power run through it. It was all cleared. It is just static because of the floor.

ML Office – still a bit smelly and is getting fixed by the maintenance.

JO office was left unlocked by the cleaners a few days ago. We contacted the cleaners to ask, but they said that they have locked everything before they leave. Nothing was missing, taken or moved, but it was strange that the key was left on the door unlocked. We might have to look at the security footage to see what has actually happened.

6. Complaints
The outstanding complaint is now closed.

7. Kahoot

8. Reflection
Sarah asks everyone about how they are feeling at the moment.

12	Other Items	Files (0)	General Secretary	NIL
13	Meeting Ends	Files (0)		Meeting ends at 11:52am

Tasks

[View all](#)

Task
No tasks created for this meeting Learn more

Decisions

[View all](#)

Decision
No decisions recorded for this meeting Learn more