


## 27 Feb 2024 - Senate Meeting 3 Minutes

#	Topic	Files	Presenter	Minutes
1	<b>#3 Senate Meeting Agenda (February 2024)</b>	<a href="#">Files (0)</a>	<i>President</i>	ECU Student Guild Senate Meeting Minutes (February 2024)  When: 27-02-2024 Where: SW.1.107 Chairperson: Sarah Rizwan Minute taker: Rizly Abdue
2	<b>Opening Address</b>	<a href="#">Files (0)</a>	<i>President</i>	Meeting starts: 02:01 pm
3	<b>Acknowledgment of Country</b>	<a href="#">Files (0)</a>	<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	<b>Attendance</b>	<a href="#">Files (0)</a>	<i>President</i>	President - Sarah Rizwan General Secretary - Rizly Abdue Vice President Social Responsibility - Joanne Lucks (Online) Vice President Academic - Taqi Razvi Vice President International - Siti Azkatya (Online) Vice President Activities & South West - Nikhil Howal Equity Officer - Gangamini Chandrasiri (Online) Environmental Officer - Alice Broadhead (Online) Undergraduate Officer - Johnny Thor (Online) Postgraduate Officer - Asad Ali International Officer - Minhajul Arefin (Online) Social Officer - Ali Haider Sports Officer - Vimal Hemnani  First Nations Officer - (Vacant) South West Officer 1 - (Vacant) South West Officer 2 - (Vacant)  Apologies Operations Manager - Lisa Dwyer Financial Controller - Michael Agostini
5	<b>Proxies</b>	<a href="#">Files (0)</a>	<i>President</i>	NIL
6	<b>Conflict Of Interest</b>	<a href="#">Files (0)</a>	<i>President</i>	NIL
7	<b>SM2402/01 Approval of January Senate Meeting Minutes</b>	<a href="#">Files (0)</a>	<i>President</i>	<b>MOTION</b> <b>SM2402/01:</b> 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: Rizly Abdue Seconded: Sarah Rizwan Result: Motion passed unanimously.  
8	<b>Circular Motion</b>	<a href="#">Files (0)</a>	<i>President</i>	Circular Motions for January  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 club: 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 (Funded): <ul style="list-style-type: none"> <li>Public Health Student Association</li> <li>ISSA (Intelligence and Security Students Association)</li> <li>ECU Women's Community</li> <li>ECU Guild Basketball Club</li> <li>ECU Baha'i Society</li> </ul> Tier 2 (Funded): <ul style="list-style-type: none"> <li>ECU Christian Union</li> </ul>

				<p>Tier 4 (Not Funded):</p> <ul style="list-style-type: none"> <li>Global Young Adults Uni Community</li> </ul> <p><b>MOTION</b>  <b>SCM2402/01:</b> The Guild endorses the successful affiliation of the above clubs under their respective Tiers.                  Moved: Rizly Abdue                  Seconded: Sarah Rizwan                  Result: The motion passed unanimously with abstention from Siti Azkatya.</p>
9	Priority Items	[REDACTED]	President	<p>1. Club Affiliations</p> <p>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 club 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.</p> <p>Tier 1 (Funded):</p> <ul style="list-style-type: none"> <li>Computing and Security Student Association</li> <li>Women in Engineering at Edith Cowan University (WIEECU)</li> <li>ECU Well-Being Community</li> <li>Sri Lanka Students' Association</li> <li>ECU Islamic Society</li> <li>Students for Sensible Drug Policy</li> <li>Arts and Cultural Management Organisation (ACMO)</li> <li>ECU Student Netball</li> <li>ECU Student Hockey Club</li> <li>ECU Student Volleyball Club</li> </ul> <p>Tier 3 (MOU):</p> <ul style="list-style-type: none"> <li>AIESEC in ECU</li> </ul> <p>Tier 4 (Not Funded):</p> <ul style="list-style-type: none"> <li>Seventh Day Adventist (SDA) Student Group</li> </ul> <p><b>MOTION</b>  <b>SM2402/02:</b> The Guild endorses the successful affiliation of the above clubs under their respective Tiers.                  Moved: Rizly Abdue                  Seconded: Sarah Rizwan                  Result: Motion passed unanimously.</p> <p>2. Guild SSAF Funding Allocation</p> <p>PREAMBLE: The Guild is required to submit to the University, a breakdown of the expenditure across all SSAF categories for the Guild share of SSAF. The Guild has been able to present a budget to the University that is equal to 50% of the SSAF revenue for 2024. The attachment contains the SSAF expenditure breakdown that will be submitted to the University.</p> <p><b>MOTION</b>  <b>SM2402/03:</b>The Senate resolves to approve the 2024 budget and the submission of the expenditure breakdown to the SSAF steering committee.                  Moved: Rizly Abdue                  Seconded: Sarah Rizwan                  Result: Motion passed unanimously.</p>
10	Office Bearer Reports	<a href="#">Files (0)</a>	General Secretary, Vice President - Equity, Vice President - Academic, President, Vice President - Social, South West Officer, Postgraduate Officer, International Officer, Sports Officer, Equity Officer, First Nations Officer, Environmental Officer, Undergraduate	President - Sarah Rizwan <ul style="list-style-type: none"> <li>NUS President's Summit</li> <li>SENG SCTL in absence of a rep</li> <li>Meeting with the Vice-Chancellor re Guild budgets</li> <li>RHDC meeting</li> <li>GAO Workshop</li> <li>Sec meetings</li> <li>Student appeals</li> <li>Academic Board</li> <li>ECU Official Welcome</li> <li>Presentations at various school orientations</li> <li>Presentation at Sports and Activities at ECU</li> <li>Meeting with Sports Centre re merch for UniSport Nationals 2024</li> <li>Guild Fair JO, ML, SW</li> <li>Education Committee</li> <li>Meeting with NUS team</li> <li>Budget reviews</li> <li>Accords review</li> <li>Professional communication workshop correspondence with Andrew Kelly</li> </ul>

*Officer, Vice President - Activities & South West, Vice President - International, Vice President - Social Responsibility, Lisa Dwyer, Social Officer*

- Emails
- Responding to Senate/ student inquiries

General Secretary - Rizly Abdue

- ECU Council Meeting
- NUS Presidents' summit
- Secretariat Meeting
- Student Appeal
- Meeting with ECU Sports
- Academic Board
- Club Affiliations
- Catch up with GAO
- Correspondence with clubs
- Departments budget review
- Guild fair Joondalup, Mount Lawley, and Bunbury
- Joondalup get set
- Assisting some officers with event planning

Vice President of Social Responsibility - Joanne Lucks

- I helped out on the Rottness trip
- I attended the GAO Workshop
- I attended Secretariat meeting 4 and 5
- I helped out at Joondalup Guild Fair
- I helped out at Bunbury Guild Fair
- I've been working with Gigi to get events organised
- I've been working with Hana from ECU Equity to get our Respect At Uni Week event organised
- We've organised another Equity Mixer for the 29<sup>th</sup>

Vice President Academic - Taqi Razvi

Vice President International - Siti Azkatya

Vice President Activities & South West - Nikhil Howal

Equity Officer - Gangamini Chandrasiri

- There's a meeting with Jo to get idea about how to make up an event proposal & a budget breakdown. Further, we have discussed about the event Equity Mixer.
- I attended a meeting with Lauren to go through the basic event proposal process and general marketing and events( Events and marketing training)
- I attended the GAO workshop.
- Workplace Bullying and Harassment Awareness training.
- Done the national police check.
- Induction- event planning.
- Met Anthony at ECU Village (Mount Lawley) to put up some posters of Start of Semester party.
- Helped at Get Set Session in Mount Lawley.
- Helped at Guild Fair in Mount Lawley.
- Helped at Guild Fair in Joondalup.

Environmental Officer - Alice Broadhead

- Libra Period Positivity - set up meeting with a representative
- ML Get Set
- ML Guild Fair
- Senate Meeting 2
- CFC Bin at ML outside Grindhouse
- Education Orientation Talk

Undergraduate Officer - Jhonny Thor

- Continuous work on the timeline
- Organised interview with Student Rep (Nursing).
- Interviewed and appointed the Rep.
- Michelle and Lisa made aware to start the on boarding process.
- Perth Zoo tour confirmed
- First Aid Training Room booking confirmed
- Followed up on Ads for these events
- Helped International Department with Rottness trip
- Attended Get set sessions, Guild Fair JO and MTL CAMPUS
- Organising aviation trip and scitech tour.
- Organised interview with a student rep for Tuesday.
- Followed up on missed Guild Advisory Service appointment.

Postgraduate Officer - Asad Ali

- Attended GAO work shop held on 07/02/2024
- Attended Academic Board Meeting held on 8/02/2024

- Meeting with VP and discussed about School reps
- Sent email to all schools regarding school reps
- Conducted two interviews for school reps in the presence of VP
- Attended GET SET Jo.
- Attended RHDC meeting held on 6/02/2024
- Attended University governance meeting
- Attended Education Committee Meeting
- Attended Guild Fair Jo.

International Officer - Minhajul Arefin

- Had an International Department Meeting
- Decided to change the session of the upcoming Paintball event.
- Contacted Skirmish Paintball to change our booking from the Morning session to the Afternoon session.
- Informed the President about my unavailability
- Completed remaining training
- Gained a deeper understanding of guild and International Officer duties

Social Officer - Ali Haider

- Reviewed and adjusted Events Planned for both semesters of 2024
- Attended Guild Fair Mount Lawley, engaged with students and distributed merchandise
- Attended Guild fair Joondalup and distributed merchandise among Students, advised them on the services provided by guild and guided volunteering procedure with the few interested students
- Set up and pack up the events at the Joondalup and Mount Lawley campuses
- Reviewed new finalized budget allocation of events
- Meeting with the Vice president for events dates and newly approved budget
- Contacted a few businesses for information on ticketing and discounts on tours
- Sorted Events calendar issues with Lauren
- Meeting with Lauren regarding Bunbury guild fair

Sports Officer - Vimal Hemnani

Operations Manager - Lisa Dwyer

- Budgets completed and to go to Senate for approval at next Senate meeting before moving to Governance. We have no overspend this year. Thank you for all of your work in putting the budgets together
- Events have commenced for 2024.
- Work has commenced on Audit for 2023. I will shortly send around SSAF and any other requests for the Annual Report to Senate and Staff.
- My return to work will be April 15th.

Financial Controller - Michael Agostini

- Updated bank signatories to include myself and Rizly
- Reviewed the proposed 2024 Guild budget
- Prepared the 2023 financial statements and supporting work papers for the auditors
- Applied for a payroll tax exemption to Revenue WA
- Started rolling out new VASCO cards to clubs who are now affiliated
- \$12K leftover funds from last year's UniSport grant to be used in 2024 (VC has approved)

11	Discussion Items	<a href="#">Files (1)</a>	President, General Secretary	<p>1. Chill-outs Sarah encourage senate to do chill-outs in Joondalup and Mount Lawley campuses.</p> <p>2. Senate code of conduct Sarah advised senate to read the senate code of conduct and act diligently in when conducting events and activities.</p> <p>3. Catch up with the President Sarah ask the senate to send their availabilities to have quarterly catchup to discuss performance, challenges or concerns.</p> <p>4. Attendance Sheet Sarah advice senate to sign the attendance sheet by the reception in ML and JO.</p> <p>5. Work Health and Safety Incident in ML where students got burned from the steam came out of the tap. The tap has been reported to ECU and first aid has been provided to student.</p> <p>6. Risk Management No reports as no CIDC meeting</p> <p>7. Senator of the month Sarah expresses her appreciation to Alice and Johnny for their outstanding work, and Taqi has been recognized as the Senator of the Month.</p>
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12	<b>Other Items</b>	<a href="#">Files (0)</a>		NIL
13	<b>Meeting Ends</b>	<a href="#">Files (0)</a>	<i>President</i>	Meeting ends : 03:50 pm