

24 Apr 2024 - Senate Meeting 5 Minutes

#	Topic	Files	Presenter	Minutes
1	#5 Senate Meeting Agenda (April 2024)	Files (0)	<i>President</i>	<p>ECU Student Guild Senate Meeting Agenda (April 2024)</p> <p>When: 24-04-2024 Where: JO.34.402 Chairperson: Sarah Rizwan Minute taker: Rizly Abdue</p>
2	Opening Address	Files (0)	<i>President</i>	Meeting starts:12:35PM
3	Acknowledgment 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 General Secretary - Rizly Abdue Vice President Social Responsibility - Joanne Lucks Vice President Academic - Taqi Razvi Vice President International - Siti Azkatya Vice President Activities & South West - Nikhil Howal Equity Officer - Gangamini Chandrasiri Environmental Officer - Alice Broadhead Undergraduate Officer - Ngunar Ngunar Postgraduate Officer - Asad Al International Officer - Minhajul Arefin Social Officer - Ali Haider Sports Officer - Vimal Hemnani</p> <p>First Nations Officer - (Vacant) South West Officer 1 - (Vacant) South West Officer 2 - (Vacant)</p> <p>Accredited Observers: Operations Manager - Lisa Dwyer</p> <p>Apologies: Financial Controller - Michael Agostini</p>
5	Proxies	Files (0)	<i>President</i>	NIL
6	Conflict Of Interest	Files (0)	<i>President</i>	NIL
7	SM2404/01 Approval of March Senate Meeting Minutes		<i>President</i>	<p>MOTION SM2404/01: The ECU Student Guild senate agrees that the attached minutes from the March 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</p> <p></p>
8	Circular Motion	Files (0)	<i>President</i>	NIL
9	Office Bearer Reports	Files (0)	<i>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</i>	<p>President - Sarah Rizwan</p> <ul style="list-style-type: none"> • Student Appeals • GAO/Senate meeting • Education Committee meeting • Sec Meetings • Catch Ups with Senators • DVC and Guild Catch Up • South West Officer Interview • Meeting with Cobie (DVC Regional Futures) • Catch up with Lisa • SSAFAF meeting • Academic Board Meeting • Correspondence with City of Canning Ambassador for an event

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

- Responding to various student enquiries
- Nominating reps for LTAG
- Reviewing Financial Statements
- Emails

General Secretary - Rizly Abdue

- Secretariat Meetings
- Academic Board meeting
- SSAF Advisory Forum
- Student Support and Comms working group (SSCWG)
- DVC + Guild Monthly Catch-up
- Guild Exes Catch up
- LTAG - Learning Technologies and Advisory Group
- Financial Statement Review
- Sports/ Social Clubs Meet and Greet
- Weekly chill out
- SciTech Tour
- EID Festival
- Correspondence with Clubs
- Correspondence with senators

Vice President Social Responsibility - Joanne Lucks

- GAO Senate Meeting (April 3rd)
- Meeting with President (April 10th)
- Secretariat Meeting 8
- Attended Birthday Lunch
- Helped at Taqi's Academic Meet and Greet event (April 16th)
- Weekly Chillout run by Social Responsibility department (April 22nd)
- Secretariat Meeting 9
- Currently trying to organise the next First Nations event but have had an issue contacting the vendor
- SAAM event scheduled for Monday 29th

Vice President Academic - Taqi Razvi

- Attended Academic Board meeting.
- Attended Secretariat meetings.
- Attended LTAG meeting.
- Attended Eid Festival.
- Regular catch ups with Undergraduate and Postgraduate Officer.
- Undergraduate event execution (Sci-tech and Aviation Museum Tour).
- Postgraduate event execution (Postgrad meet and greet).
- Organized the chill out session at JO and ML.
- Collaborated with NMU, CASSA, Aviators, Communications and AISEC for the chill out session.
- Helped out the new clubs with the chill out as their first event (Nursing, Communication and Aviators).
- Approving club events, float top ups and grants.
- CASSA and NMU grant queries addressed.
- Meeting with CASSA for a potential collaborated event.
- Organized meeting with EA for a potential collaborated event.
- Organizing food for Academic events.
- Discussion with Lauren over social media engagement.
- Organizing USD meeting.
- Organizing Industry connect and approaching speakers.
- Organizing seminars on 'Scope of AI/ChatGpt' and 'First step into PHD'.
- Met PHD students to discuss and take suggestions for 'First step into PHD' seminar.
- Approaching speakers for the seminars.
- Inviting clubs to the Industry Connect (EA for SENG session, CASSA for SSCI session).

Vice President International - Siti Azkatya

- attended weekly chillout
- had a meeting with the Bangladesh club for their event
- had a meeting with desi club about their event
- organised and executed Eid festival
- organise animal cuddling event
- had a meeting with jo and lauren for the autumn festival
- preparing for weekly chillout
- preparing for Reps interview

Vice President Activities & South West - Nikhil Howal

- Clubs Meet and Greet
- SW Pizza and Pool
- Badminton Session
- Planetarium
- Meeting with Vimal Sports events
- Cricket team for Nationals

- Meeting with Lauren and Paul regarding Ball
- Dome Discount
- Planning lunch at Hyatt next month
- Game and quiz night every Friday of May with Ali
- Planning FIFA with Sports
- Working on starting cricket team for nationals
- Meeting with India grocer and PATHWAY immigration (scheduled)
- SW pizza and pool planned for Ma
- Organised food and drinks for badminton

Equity Officer - Gangamini Chandrasiri

- I attended the GAO senate meeting.
- helped at painting chill out at Joondalup
- discussion with Jo about events for disabled students.
- I attended the Sri Lankan new year
- Attended the chill out at mount Lawley.
- helped at Eid Festival
- helped at pot painting and chill out at mount Lawley
- Meeting with Jo to discuss about IDAHOBIT and to work on the proposal.

Environmental Officer - Alice Broadhead

- Senate Meeting 4
- Re-emailed about Libra Period Positivity Program
- Final planning for Picnic & Paint
- Planning for next SCTL meeting (May 7)
- Reconsideration of Cuddly Animal Farm - West Oz Wildlife (with International)
- Containers for Change bin at ML - nearly full!
- ^Registering for pickup/cash transfer through CFC

Undergraduate Officer - Jhonny Thor

- Completed SciTech and Aviation
- Helped Post-grad with meet and greet event
- Eid festival
- Weekly chill out at mt Lawley and Joondalup
- Regular catch ups and updating with VPA
- CTLC meetings
- GAO senate Meeting
- Scheduled meeting with School reps
- White card confirmed.
- Parliament house tour is booked
- Auslan in planning.

Postgraduate Officer - Asad Al

- attended Academic Board Meeting
- conducted an interview for Postgraduate School representative
- Meeting with Vice-president and discuss about upcoming events
- attended Eid Festival organized by ECUGUILD
- attended Joondalup Chillout session, organized by academics department
- organized postgraduate meet and greet event and the response was fabulous
- Attended office and replied to emails
- Meeting with one speaker regarding upcoming event

International Officer - Minhajul Arefin

Social Officer - Ali Haider

- Meeting with Nikhil regarding the events logistics and planning for the month
- Attending GAO senate meeting
- Sorted minor budget issues with Michael
- Helped and attended Meet and Greet with sports and social clubs
- Attended and helped Eid Fest
- Helped in Post graduation meet and greet
- Finalised Fremantle lunch tour details, promotion, payments and tickets
- Organised mini golf but couldn't get enough engagement because of timing or dates
- Organising another alternative event in place of mini golf , planning for buffet night.
- Followed up and meet with social rep Gurjot regarding his onboarding.

Sports Officer - Vimal Hemnani

Operations Manager - Lisa Dwyer

- Busy catching up on ongoing matters
- Completed data for Annual Report
- Completed and submitted SSFA Q4 report. Thank you to everyone for their contribution

				<ul style="list-style-type: none"> • Liaising with DSC IT to wrap up outstanding IT items that have been delayed due to Parental Leave • Preparation of data for Q1 SSAF Report • SSAF Steering Committee meeting held Wednesday 17th April - a further meeting to be convened following an additional week for student feedback on SSAF priorities for 2024 • Preparation for CIDC which meets on Thursday 2nd May • Preparation for Guild AGM on Tuesday 30th April <p>Financial Controller - Michael Agostini</p>
10	Priority Items	Files (0)	President	<p>1. South West Officer Position</p> <p>PREAMBLE: Sarah had an interview with a student and she looks committed.</p> <p>MOTION Motion SM2404/02: Senate appoints Sarah Mepham as the south west officer for the term 2024. Moved: Asad Ali Seconded: Ali Haider Result: Motion passed unanimously.</p> <p>2. Delegation and Authority</p> <p>PREAMBLE: During a recent review of the delegation of authority, we recognized an opportunity to enhance both the efficiency and transparency of our processes. Under Section 35 of the Constitution, which governs the delegation of authority, the Senate, through a motion passed by a special majority, can delegate the following authorities to the Operations Manager or a Senator.</p> <p>MOTION Motion SM2404/03: The Guild Senate, in accordance with its powers under the Constitution, delegates authority to the Operations Manager for every aspect involved in the identification, provision, and management, of the Guilds IT Infrastructure and Standard Operating Environment (SOE), including, but not limited to, hardware and software licensing and maintenance and internet agreements, system security and upgrade schedules. Moved: Taqi Razvi Seconded: Minhajul Arefin Results: Motion passed unanimously</p> <p>MOTION Motion SM2404/04: The Guild Senate, in accordance with its powers under the Constitution, delegates authority to the Operations Manager for every aspect involved in the identification, provision and management of the Guilds web and social media environments. Moved: Asad Ali Seconded: Jhonny Thor Results: Motion passed unanimously</p> <p>MOTION Motion SM2404/05: The Guild Senate, in accordance with its powers under the Constitution, delegates authority to the Operations Manager for every aspect involved in the identification, provision and management of the Guilds Electronic Document and Records Management System (EDRMS) ensuring it complies at all times with the Guilds compliance obligations under the State Records Act 2000. Moved: Joanne Lucks Seconded: Alice Broadhead Results: Motion passed unanimously</p> <p>MOTION Motion SM2404/06: The Guild Senate, in accordance with its powers under the Constitution, delegates authority to the Operations Manager for recruitment and appointment of salaried operational employees. Moved: Minhajul Arefin Seconded: Siti Azkatya Results: Motion passed unanimously</p> <p>MOTION Motion SM2404/07: The Guild Senate, in accordance with its powers under the Constitution, delegates authority to the Operations Manager for Performance Management of salaried Operational employees. Moved: Vimal Hemnani Seconded: Gangamini Chandrasiri Results: Motion passed unanimously</p>
11	Discussion Items	Files (0)	President, General Secretary	<p>1. Guild AGM</p> <p>Sarah updates the Senate on the Guild AGM, advising everyone to arrive on time and encouraging them to bring friends along to the meeting.</p>

				<p>2. Department Catch-up Sarah explain the importance of department catchups and invite officers to come after each senate meetings.</p> <p>3. Signing Sheet Sarah asks the senators to sign the signing sheet whenever they come to the office.</p> <p>4. Work Health and Safety No update on work, health and safety.</p> <p>5. Risk Management No update on risk management.</p>
12	Other Items	Files (0)		NIL
13	Meeting Ends	Files (0)	<i>President</i>	Meeting ends : 2:10PM