Minutes
Senate Meeting 5
Senate 2026

Date	2026-04-24
Time	10:00 - 12:00
Location	JO.1.447
Present	President, First Nations Officer, Vice President - Academic, Postgraduate Officer, International Officer, South West Officer, Environmental Officer, Equity Officer, Undergraduate Officer, Vice President - Social Responsibility, Social Officer, Vice President - International, Vice President - Activities & South West, Sports Officer, Lisa Dwyer, Michael Agostini
Absent	
Note Taker	Vice President - Activities & South West

Agenda

1 - Senate Meeting 5

When: 24-04-2026
Where: JO.1.447
Chairperson: Sheharyar Sahi
Minute taker: Yashkamaljot Singh Cheema

1.1 - Motion for the appointment of a Minute Taker

Decision: Motion SM2604/01 [Proposed]
As the role of General Secretary is vacant, the Senate will nominate and appoint a Minute Taker to facilitate the recording of minutes for the Senate Meeting 5.

Senate appoints __ Vice President - Activities & Southwest as the Minute Taker.

Mover: Aneeba
Seconder:Asad
Result: Motion Passed unanimously

2 - Acknowledgement of Country

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.

3 - Attendance

President - Sheharyar Sahi
General Secretary - Vacant
Vice President Social Responsibility - Masoumeh Alikhani
Vice President Academic - Asad Ali
Vice President International - Aneeba Ashraf
Vice President Activities and South West - Yashkamaljot Singh Cheema
Social Officer - Bhautik Khetia
Sports Officer - Sanjatul Tuhin
Equity Officer - Deshithan Manokaran
Environmental Officer - Sonam Wangmo
First Nations Officer - Kerrianne Romero
Undergraduate Officer - Wasif Rahman
Postgraduate Officer - Hamed Kariman
International Officer - Sadiq Badriwala
South West Officer 1 - Jackson Bell
South West Officer 2 - Joel Muchengi

Accredited Observers
Operations Manager - Lisa Dwyer
Financial Controller - Michael Agostini

Apologies

4 - Proxies

Record of Proxies:

5 - Declaration of Conflict of Interest

Declarations:

6 - Circular Motions

Record of any Circular Motions passed since previous Senate Meeting:

Preamble
The Club Use of Guild Facilities Policy has been developed in response to growing concerns from clubs regarding accessible spaces for Club activities in the City Campus. The Policy is developed to provide access to the Guild Student Lounge facilities to clubs after hours (Bwetween 4pm and 10pm) at the City Campus.

CIDC recommends that the Senate approve the policy for distribution.

Motion SCM2604/01:
Senate approves the Club Use of Guild Facilities Policy for distribution.
Moved: Sonam Choki
Seconded: Sheharyar Sahi
Results: Motion passed unanimously

7 - Approval of Previous Minutes

Decision: Motion SM2604/02 [Proposed]
The ECU Guild Senate agrees that the attached minutes from Senate Meeting 3 are accurate and can be published on the Guild's website once redacation has occurred.

Mover: Aneeba
Seconder: Asad
Result: Motion Passed unanimously

8 - Office Bearer Reports

8.1 - President

Sheharyar Sahi

Attended the Secretariat meetings
- Attended SAC hearings
- I had regular catchups with the senate.
- Had fortnightly catchups with Lisa and Michael.
- Attended the EQSC meeting
- Attended the Curriculum Committee meeting
- Attended the Co-Chair meetings for the new Student Experience Advisory committee and outlined the Agenda
- Reviewing the CTLC Rep appointment process with Asad

· In absence of GS, reviewed the Club affiliation with Aneeba
· Been liaising with other clubs as well
· Prepared the Agenda papers for the Senate meeting and AGM
· Responded to multiple student queries and met with some students regarding their Academic issues

8.2 - Vice President Social Responsibility

Masoumeh Alikhani

• Held multiple meetings with the President regarding departmental planning and priorities.
• Met with [redacted], President of the Wellbeing Club
• Meetings with the Officers and answering their questions
• Meeting with 2 of the student representatives
• Continued coordination on the relocation of the Equity Space (Building 19 to Pride Space); liaised with Paul regarding logistics.
• Attended one SAC (Student Appeal Committee) meetings
• Met with Assad and Hamed (Academic Department) regarding collaboration, for postgraduate meet and greet with UWA.
• Met with Equity Officer a couple of times regarding departmental planning, events, and IDAHOBIT Day preparation.
• Met with Environmental Officer for onboarding support and planning initiatives, including Caversham Wildlife Tour.
• Met with First Nations Officer for onboarding, event planning, and handover.
• Attended two Secretariat meetings
• Prepared minutes for urgent Secretariat meeting
• Met with Unions WA representative [redacted] with Equity Officer regarding collaboration on workshops for women's right in workspace.
• Engaged with City of Joondalup and Container for Change representatives to support Sustainability and You Festival planning.
• Raised the Pride Room access issues with Professor Natalie Lloyd regarding South West campus.
• Met with SETT staff members (Alana and Sarina) to introduce Deshithan and build future collaboration.
• Met with AISA along with First Nations Officer regarding a joint collaboration event.
• Attended HDR Networking Event (City Campus) and supported Academic Department engagement and promoted student rep opportunities in social rep departments.
• Attended ECU Student Support Services online session and presented Guild services alongside the President.
• Attended team-building session with new Senate members.
• Responded to questions of a student who had complaints about lecturer and advised to use GAO Guild Advisory Officers for correct advise.
• Continued implementation of Container for Change initiative:
o Received a bin lock and our team will install it on the bin,
o Received two additional bins allocated for events.
• Initiated collaboration with ECU Sport & Fitness Centre for wellbeing/yoga sessions (in progress).
• Contributed to SSAF Q1 2026 reporting.
• Coordinated distribution of Guild merchandise (t-shirts) for student representatives.
• Shared ECU Science & Engineering volunteering opportunities with Academic Department.
• Organised and delivered: (Invited LifeBlood to participate in Equity events and promote tertiary blood drive.)
o Equity Meet & Greet (Joondalup Campus)
o Equity Morning Tea (City Campus)
• Delivered Sustainability and You Festival (100+ attendees).
• Delivered First Nations Movie Screening in collaboration with Luna Cinema (20+ attendees).
• Progressed planning for IDAHOBIT Day with Equity Officer.
• Supported HDR Networking Event (Academic Department).
• Coordinated with external organisations (City of Joondalup, Banish, etc.) for event participation and educational materials.
• Continued engagement with Wellbeing Club (President meetings and event support).
• Supported Rainbow Connection club and shared the initiatives and information
• Had a meeting with [redacted] the rainbow connection club president

• Attended the Women's Community meeting and helped with process of transitioning to new members.
• Interview for student representative roles
• Coordinated onboarding of new student representatives
• Met with Rainbow Connection President for ongoing support and to deliver required items for their future events.

8.3 - Vice President Academic

Asad Ali

8.4 - Vice President Activities & South West

Yashkamaljot Singh Cheema

• Held regular meetings with Sherry to discuss ongoing matters and updates.
• Met with Bhautik and San (Social / Sports Officer) to plan upcoming events, including a proposed event at the Southwest campus.
• Successfully delivered several recent events, including Quiz Night, the Swan Lunch Cruise, and Thursday sports sessions, all of which were well received.
• Planning upcoming events such as Prison Escape Cells and the Hoedown in collaboration with ECU Guild.
• Engaged with new clubs and event organisations to explore potential collaborations and partnerships.
• Met with Pia from the ECU Library regarding Quiz Night coordination.
• Connected with new senators from the Southwest campus to discuss future initiatives.
• Held discussions with the Hospo Hoedown Club to explore collaboration opportunities.

8.5 - Vice President International

Aneeba Ashraf

VP International
· Attended regular meetings with the President
· Held regular meetings with the International Officer
· Met with the Sports Officer to brainstorm ideas for the Podcast
· Attended the Secretariat meeting
· Reviewed club affiliation forms
· Onboarded two new representatives who will commence training upon receiving their emails
Events
· Successfully executed Bengali New Year in collaboration with the Bangladesh Student Association
· Held weekly Chill-Out Sessions, continuing every Wednesday until the end of semester
·
Future Events
· Sri Lankan New Year – 28th of April
· PMEC Event – 8th of May

8.6 - Social Officer

Bhautik Khetia

• Had a meeting with VP Yash and the Library Department regarding the weekly Tuesday Quiz Night.
• Coordinated with VP Yash on new event ideas and student engagement activities.
• Discussed upcoming events and planning strategies with the President.
• Organised and held the Swan River Cruise Lunch event successfully.
• Contributed ideas to improve future event planning and participation

8.7 - Sports Officer

Sanjatul Tuhin

1.ORGANISED WEEKLY THURSDAY SPORTS SESSION(BADMINTON,TENNIS, PICKLEBALL)
2.ORGANISED YOGA SESSION
3.HAD MEETING WITH WAAPA EXCUTIVE FOR FUTURE COLLABORATION
4.HAD meeting with President,Vice President Activites
5.Attended Chill out session Wednesday
6.Coordinate for Tuesday Quiz Night at City Campus
7.Helped during Sustenability Festival of Social Responsibility Department
8.Planned Event for City Campus for 1st week of May
9.Planned Event for South-West Campus
10.Had Discussions about Guild Podcast with President and Vice-President International

8.8 - Equity Officer

Deshithan Manokaran

TACTLC Meeting
· Attended the TACTLC meeting and actively engaged in discussions focused on enhancing teaching quality, learning strategies, and overall student academic experience across the university
· Contributed to conversations around improving student engagement, including feedback systems and inclusive teaching practices
· Reviewed key updates on curriculum development, academic delivery, and initiatives aimed at supporting diverse student cohorts
· Participated in discussions on strengthening student support services to improve both academic success and student wellbeing
· Provided a student perspective on key academic matters, supporting communication between students and university staff
- Unions WA – “No Respect No Service” Meeting
· Attended a meeting introducing the “No Respect No Service” campaign and explored its relevance within the university environment
· Engaged in discussions on preventing sexual and gender-based violence, particularly in workplace and student-facing contexts
· Contributed to conversations focused on supporting young and migrant women through education, awareness, and advocacy initiatives
· Explored collaboration opportunities between Unions WA and the ECU Student Guild to deliver the campaign effectively
· Began planning a 90-minute workshop aimed at informing students about their rights to a safe and respectful workplace, employer responsibilities, and strategies to respond to inappropriate behaviour
- Rees Technology Group Meeting
· Attended a meeting with Rees Technology Group to discuss trauma-informed reporting approaches within university systems
· Explored ways to improve reporting processes to ensure they are safe, inclusive, and supportive for students experiencing sensitive issues
· Engaged in discussions on aligning university practices with the National Code and strengthening compliance measures
· Considered how technology and system design can enhance accessibility, confidentiality, and effectiveness of reporting mechanisms
· Discussed potential collaboration and future actions to improve institutional responses and student support frameworks
- Events, Engagement & Collaboration
· Participated in the Bengali New Year celebration, supporting cultural diversity and promoting inclusion within the student community
· Engaged with students during the event, fostering cross-cultural connections and strengthening campus community spirit
· Contributed to the Sustainability & YOU Festival by facilitating a recycling quiz and promoting environmental awareness among students
· Encouraged student participation through interactive engagement and distributed prizes to enhance involvement
· Connected and met with the Rainbow Connection team to discuss collaboration for the IDAHOBIT Day event across Joondalup and City campuses
· Initiated collaborative planning to ensure inclusive and meaningful engagement for the IDAHOBIT event

8.9 - Environmental Officer

Sonam Wangmo

- Completed induction training (8th–9th April), gaining knowledge in event management, governance, budgeting, WHS, and IT systems.
- Met with Vice President Social Responsibility to discuss role expectations, reporting requirements, event planning, and access to key systems and documents.
- Reviewed ECU Student Guild policies, SharePoint resources, and handover documents.
- Initiated planning for Caversham Wildlife Park student tour:
- Requested and received two transport quotations
- Contacted Park regarding student concessions and quotation
- Communicated with Whiteman Park Café for catering options
- Began preparation of event requirements including budget, risk assessment, and promotional planning.
- Participated in Equity Social event in the Pride Room with Vice President Social Responsibility, supporting student engagement and inclusion.
- Completed Workplace Sexual Harassment and Mental Health Awareness training via the CanYou platform.

8.10 - Undergraduate Officer

Wasif Rahman

· Meeting with president on how to operate my undergraduate mail after setting it up on 14th April.
· Meeting with the Vise President Academics regarding few of my queries also a brief discussion on my roles and responsibilities on 20th of April
Events:
· Attended the first quiz night session at city campus on 14th April.
· I attended and helped of PG and HDR networking event on 15th of April.
· Operated the popcorn machine and distributed food on the Bengali new year event at Joondalup on 20th April.
· Attended and helped on the second quiz night session at City Campus on 21st April.
Any Other:
· Set up my Undergraduate mail o 14th April.
· I applied and received my staff card on 17th April.
· Mailed to WAAPA undergraduate school representative requesting availability to conduct a meeting and discuss the potential incentives of undergraduate WAAPA students on 21st April.

8.11 - Postgraduate Officer

Hamed Kariman
Meetings
• Number of meetings with VP academic and president
• Number of meetings with HDR representatives and postgraduate representatives of schools.
• Meetings with UWA guild members.
Events
• SciTech tour has been done on 2end of April.
• Postgrad & HDR Networking Event – City Campus has been done on 15th of April.
• The ECU–UWA Cross Campus Connect Event will be done on 24th of April.
Other
• Attended office, checked emails, and managed day-to-day affairs

8.12 - International Officer

Participated: International Officer

Sadiq Abbas Badriwala

Events – Completed
· Successfully organized Bengali New Year
· Organized 2 chill-out session successfully
Events – In Progress/Upcoming
· Currently organising Sri Lankan New Year for 28 April
· Planning and coordinating PMEC for 8th May

· Planning for Africa Day coming in 25th May
· April's 2 more chill-out sessions are remaining.
· Planning on Movie Night within May date TBD
· Planning for Rottnest TBD

8.13 - Southwest Officers

Participated: South West Officer

- Jackson Bell

Co-opted into ECU Student Guild (30/03/2026)

· Attended induction seminars over Teams (2 days) (08/04/2026-09/04/2026)

· Completed majority of CanYou onboarding. As of 19/04/2026 three outstanding modules for competition

· Established contact with Student Services and Reception of the Office of the Deputy Vice-Chancellor (Regional Futures)

· Made contact with Joel (SouthWest Officer). Was given tour of Guild spaces by Student Services.

· Set meeting with Director of Regional Development for Monday 20/04/2026 to discuss Wellness Week on campus

· Cleaned SouthWest Guild office (disposed of outdated materials and organized room)

· With assistance from ECU Student Guild Operations Manager and DSC-IT gained access to SouthWest Officer emails 16/04/2026. Email password to be shared with Joel 20/04/2026 in person as to not diminish security by sending via email or text

· Made contact with Vice President of Activities and the SouthWest

- Joel Muchengi

· Senate Officer South West attended several induction training sessions.

· Then, the Senate Officer also conducted some online training certification as per requirement by the Guild.

· Senate Officer got the chance to access some of the facilities at our disposal at the South West campus.

· Senate Officer also managed to sort out some concerns with IT department to have access to the email accounts/ platforms for South Officers.

· Lastly, the Senate Officer managed to attend a meeting concerning preparation for the Wellness Week, alongside the Director of Regional Development, South West Campus Administration and a fellow South West Officer.

8.13 – First Nation Officers

Participated: Kerrianne Romero

· Completed onboarding tasks, including catching up on emails and actioning urgent items
· Attended Induction Training
· Met with Vice President - Social Responsibility to discuss upcoming events and get an introduction to the role
· Met with AISA Foundation to discuss scholarship extension and future engagement strategies for First Nations students
· Met with First Nations Representative to establish communication and discuss events and initiatives
· Engaged with ECU Baha'i Society regarding Gender Equality Workshop and cultural considerations
· Connected with Kurongkurl Katitjin to introduce role and explore opportunities for collaboration
· Supported promotion of AISA scholarship extension and student engagement

8.14 - Operations Manager

Lisa Dwyer

Operational Summary Report	
Date of Meeting	24th April 2026

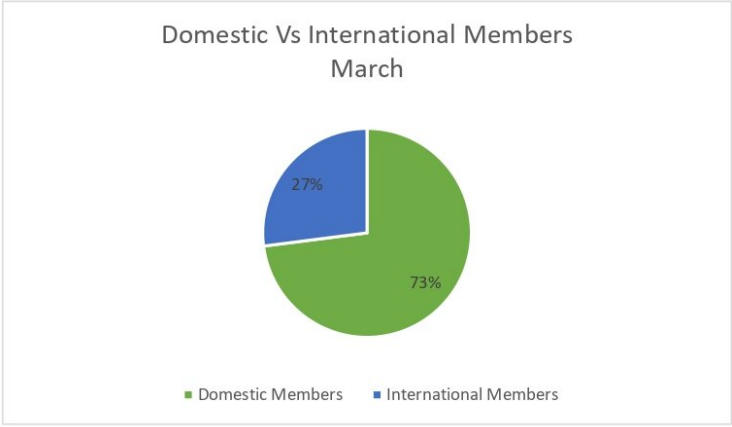
Critical Issues

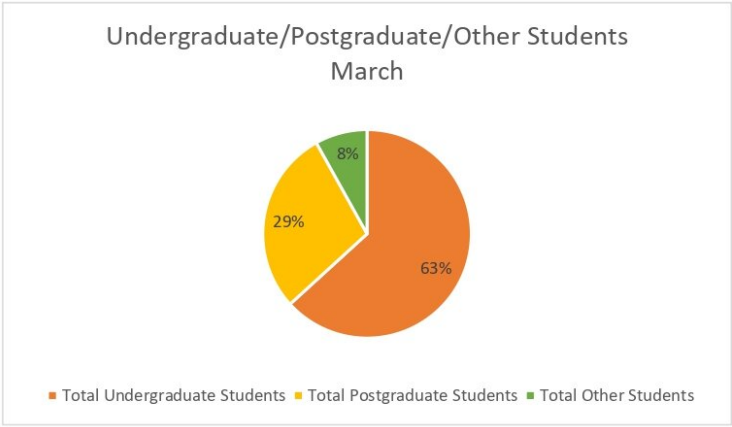
No General Secretary currently in position due to the resignation of Sonam. Nominations currently open for the by-election for the position. The By-election will be conducted by Secret Ballot at the Guild SGM organised for 20th May.

Service Delivery Information & Highlights

Membership

As at March 2026 the Guild had 31,634 members. In February 2026 membership numbers were 32,539 demonstrating an decrease of 1000 members.





Total Joondalup Students	Total City Campus Students	Total Mount Lawley Students	Total Bunbury Students	Total Beijing University of Agriculture Students	Total Great Southern Tafe Albany Students	Total ECU Sri Lanka Students	Total Off Campus (Online) Students	Total Off Campus (Online) International Students	Total Tokyo City University Students
15,535	4,827	303	979	81	8	1,721	7,919	1	254

Guild Advisory Service

March 2026 Stats

In March the GAOs conducted **134** appointments with **94** individual students supported.

In March, the biggest issue affecting students seeking support has been for Withdrawal Without Penalty and Student Appeals Committee matters. The School of Science having the most students seeking support with **22** students presenting to the Guild for assistance.

In March $1,790 of financial assistance has been provided to students through the Guild Advisory Service.

GAS Developments

Clare Moynihan has been appointed as Guild Advisory Service Coordinator and commenced in the role on Monday 20th April.

Joondalup Kitchen/Services Utilisation

In March 2026 the use of the Joondalup facility had increased from 829 engagements to 3,214 engagements with 990 unique students engaging. This has grown significantly as Semester One gets underway.

Of those unique students, 226 were Domestic students whilst 764 were International Students. 432 were Undergraduate students whilst 550 were Postgraduate students, 8 students were classified as “Other”.

Events & Marketing

The team is continuing to supporting Senate event planning activities. The Sky Terrace at the City Campus has recently been released as a bookable space in the City, noting, however, that the space is not available for private functions until after 6pm, open events are bookable throughout the day.

Dircksey Magazine

Reminder to Senate that Dircksey provisions 4 pages for Guild use. Senate can work with the Editor, Sithnara to add articles and other items to an edition.

SSAF Reporting

Awaiting the 2026 SSAF Deed. SSAF Reporting for Q1 is due. The data capture spreadsheet has been distributed along with guidance to all Senate and Staff. The deadline for return of data and commentary is **Sunday 10th May 2026**.
Complaints & Feedback ○ None
WHS Open Incidents: • TV Fell over due to damaged stand (Currently under investigation/resolution) • Guild Point of Sale Drawers – Ergonomics (Currently under investigation/resolution) • City Campus Trip Hazards • Burning smell from kitchen Inspections • All inspections up to date. • No issues to note.
IT **SharePoint Project** • No updates **Office 365 Rollout** • No updates **City Campus IT Infrastructure** • Internet provision still outstanding.
City Campus • Vending installed • City Campus access reporting has now been made available to the Guild. Full breakdown of data to be provided at the next meeting, however early indications show 4400 students accessed the Guild Student Lounge in March.
Other • Reserves request for the Food Pantry has been approved in part. The Guild made a request that $271,600 was drawn from reserves, however, $220,852 has been approved. • Working through Policy updates and amendments to be presented to CIDC. • Meeting with City Campus Team to explore storage options in the City both for the Guild and Guild Clubs. • The Club Use of Guild Facilities Policy and Procedure has now been distributed and City Campus Student Lounge is bookable to Affiliated Club for Club activities between 4pm and 10pm. • Conducted recruitment activities for the Events Support Officer and will be interviewing for the Finance and Administration Officer next week.

8.15 - Financial Controller

Participated: Michael Agostini

Michael Agostini

OBR Report – Financial Controller (Michael Agostini)

Senate Meeting 5 – 24 April 2026

Priority Items	• Q1 draft underspend across the organisation is $156K. • We need to ramp up expenditure in Q2 to offset this underspend. • ECU has flagged at end of FY25 that they don't want to see material underspends going forward, as SSAF Funds should be utilised in the period its received.
FY26 Budget	• Q1 – slow start to the year in terms of incurring costs. This is due to vacant roles (honorarium saving), low event activity is S1 to date and timing of recruitment for new Ops roles. • Honorarium saving to date: $17,098.71 (as of end of March 26).
FY25 Audit	• Audit has been finalised and signed off. • Qualified audit report issued (meaning no material issues have been identified).

Clubs	• Floats
	  ○ 9 clubs are onto their 2nd float top up.
	  ○ 1 club is on their 3rd float top up (WIBLA).
	• Grants (as at 17/2/26) – 15 issued to date
	  ○ Budget: $32,500
	  ○ Issued: $18,907.04
	  ○ Remaining: $13,592.96

Compliance	PAYG • February statement lodged with ATO and paid 23/3/26. Superannuation • The 28 April 2026 quarterly payment has now been paid. • Pay-day super effective from 1 July 2026
Insurance	• Enquired regarding coverage for water-based activities. • In the past we were not covered. • Under our new policy, there are no specific exclusions for water-based activities.

9 - Priority Items

9.1 - AGM attendance

Decision: Motion SM2604/03: [Proposed]
Senate approves, by resolution, the participation of Members in Guild Annual General Meeting 2026 through electronic means, including teleconference, videoconference, and proxy voting, where appropriate.

Mover: Hamed Kariman
Seconder: Bhautik Khetia
Result: Motion Passed unanimously

Decision: Motion SM2604/04: [Proposed]
That, for the purposes of meeting quorum requirements at the Guild Annual General Meeting 2026, Senate attendance shall require at least 75% of Members to be physically present; however, the positions of Southwest Officers and First Nations Officer may be permitted to attend and participate via electronic means, and shall be counted toward attendance.

Mover: Sanjatul Tuhin
Seconder: Asad Ali
Result: Motion Passed unanimously

9.2 - Club Affiliation

The following clubs have been able to satisfactorily meet the affiliation requirements. Senate approves 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, a 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):
- NextStep Development Club
- ECU Student Pool Sharks

Decision: Motion SM2604/05: [Proposed]
The Guild endorses the successful affiliation of the above clubs under their respective Tier.

Mover: Bhautik Khetia
Seconder: Sanjatul Tuhin
Result: Motion Passed unanimously

9.3 - ECU City - Lease Agreement

In December 2025, the University presented the Guild with a draft City Campus Lease for consideration. Upon review, the draft lease contained multiple restrictive terms that were not commercially viable for the Guild. These included restrictions on vending activities, provisions assigning responsibility for the management of work health and safety (WHS) and insurances to the Guild in a manner inconsistent with industry practice, and the absence of any provision for security coverage for the Guild, despite the installation of security cameras within Guild-leased spaces.

Following the identification of these issues, the Guild entered into multiple communications with the University, raising formal objections on the basis that the proposed terms constituted unfair contracting terms. These objections were made having regard to the Guild's status as a small organisation covered by the relevant legislation.

As a result of these discussions, the University has now provided a revised draft City Campus Lease which removes the previously identified restrictive terms. The revised lease is considered commercially acceptable and addresses the Guild's concerns.

The Operations Manager has reviewed the revised draft lease and recommends that Senate approve the execution of the City Campus Lease.

Decision: Motion 2604/06: Approval of the attached Lease Agreement [Proposed]
Senate approves the execution of the revised City Campus lease as presented and authorises the appropriate offices of the Guild to sign the City Campus Lease on behalf of the Guild.

Mover -Hamed Kariman
Secondary – Yashkamaljot Singh Cheema

Result : Motion Passed unanimously

Further to this motion senate discussed various other issues at the Guild space City Campus and Provided suggestions.

10 - Items for Discussion

10.1 - WHS Updates

Lisa Dwyer provided an update to the Senate regarding recent WHS matters

11 - Items for Noting

11.1 - Updates on ongoing Projects

Sheharyar provided an update on the Food pantry initiative stating that it would commence soon following the approval of use of Guild reserve funds.

Sheharyar also provided an update on rebranding project. Full launch is inspected at the start of next semester.

Regarding the podcast Sanjatul and Aneeba are currently working on the timeline and strategy to recommence this initiative.

Nothing further to report.

11.2 - Reminders

Sheyaryar reminded the senate on few important upcoming tasks :

Q1 SSAF reporting is due
AGM attendance
PR and SBS reporting deadline

11.3 - Senator of the Month

Sheharyar Selected Sports officer Sanjatul Tuhin as Senator of the month - April