27 Oct 2025 - Senate Meeting 11 [In-person]

Date: 27/10/2025
Time: 01:00 PM - 03:00 PM
Location: JO.1.447
Group: Senate Channel
Present: General Secretary, Lisa Dwyer, Michael Agostini, 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
Absent: Lisa Dwyer

Agenda

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#	Topic	Files	Presenter	Minutes
1	Senate Meeting 10	Files (0)		When: 27-10-2025 Where: JO.01.447 Chairperson: Syed Taqi Abbas Razvi Minute taker: Sonam Choki
2	Opening Address	Files (0)		Meeting Starts: 1:05PM
3	Acknowledgement of Country For Information	Files (0)	President	The Guild acknowledges that we are meeting on Whadjuk Nyoongar land, and acknowledges their elders, both past and present. We recognise the land was and never ceded, and always was and always will be Aboriginal land.
4	Attendance	Files (0)		President - Syed Taqi Abbas Razvi General Secretary - Sonam Choki Vice President Social Responsibility - Joanne Lucks Vice President Academic - Sheharyar Sahi Vice President International - (Vacant) Vice President Activities and South West - (Vacant) Equity Officer - (Vacant) Environmental Officer - Ushita Sirimalwatte First Nations Officer - (Vacant) Undergraduate Officer - (Vacant) Postgraduate Officer - Asad Ali International Officer - (Vacant) South West Officer 1 - (Vacant) South West Officer 2 - (Vacant) Social Officer - Yashkamaljot Singh Cheema Sports Officer - Ashlynn Ward Accredited Observers Operations Manager - Lisa Dwyer Financial Controller - Michael Agostini Apologies Lisa Dwyer Aslynn Ward
5	Proxies For Information	Files (0)	President	Record of Proxies:

6	Conflict of Interest For Information	Files (0)	President	Declarations:
7	Office Bearer Reports For Information	Files (0)	President	**President - Syed Taqi Abbas Razvi** · Attended Secretariat meetings · Attended Strategic Planning Workshop (Fishbowl Session) · Attended SAC hearings · Attended Academic Board meeting · Attended DVC Catchups · Attended SSAF Feedback Survey meeting · Attended VCSAF · Attended Guild Awards Night · Attended Mount Lawley Farewell · Attended Japanese Festival in JO · Organized handover with outgoing International Officer · Discussion on Student Voice Development with Liz Beresford (Student Life) · Discussion on Food Pantry Project with Lisa Gibbs (Student Life) · Discussions over various events with Senate · Meeting with CLV for collaboration on EoS Party · Meeting with ECU Alumni · Visited UWA Guild · Working on Guild Academic Resource · Managed Guild Activations · Managing Guild Podcast with Sheharyar and Sonam · Multiple Student Queries **General Secretary - Sonam Choki** Attended Secretariat Meeting 18 Attended VCSAF Attended CIDC Meeting Attended LTAG Attended SSCW meeting Did meetings with people who were interested in starting clubs Attended SAC appeal Attended DVC catch up Weekly activations Helped during the School of business and law and School of Medical and Health Scie career connect sessions Helped during the Mount Lawly Farewell Hosted during Clubs Awards Night Reviewed the grants, top-up forms and event forms submitted. **Vice President Social Responsibility - Joanne Lucks** ▪ SSAF Feedback Briefing - Friday September 26th ▪ SAC Hearing - Tuesday September 30th ▪ Meeting with Environmental Officer - Tuesday September 30th • SAC Hearing - Wednesday October 1st • Secretariat Meeting 18 - Thursday October 2nd • SAC Hearing - Thursday October 9th • SAC Hearing - Friday October 10th • Guild Awards Night - Monday October 20th • TACTLC Meeting - Tuesday October 21st • VC-SAF - Tuesday October 21st • Mount Lawley Farewell - Wednesday October 22nd ▪ Secretariat Meeting 19 - Monday October 27th **Vice President Academic - Sheharyar Sahi** □ Attended the SSAF Feedback Briefing □ Attended multiple SAC Appeals □ Attended Secretariat meetings □ Vice-Chancellors Student Advisory Forum □ Second Postgraduate Studies Department meeting with PG and HDR school reps alongside Asad □ Multiple meetings with Asad, to discuss events in the PG department.

- Meeting with EZPTE Representative alongside Asad, potential collaboration.
- Academic Dinner
- Rottnest Island Adventure
- Two First Aid training sessions
- Finalised the Postgraduate Survey
- Careers Connect sessions (B&L, MHS)
- Coordinated School Reps for both sessions
- Attended and helped during Guild activations, with Food, Pantry and other activities
- Helped Yash for the AQWA Tour and Bloom Luna
- Prepared the presentation and hosted the Awards Night with Sonam
- Working on the AISA Conference for next month
- Joined the Intern Farewell Lunch
- Reviewed multiple events, top up and grant requests from Academic clubs.
- Working on the Guild Podcast with Taqi and Sonam

Vice President International - (Vacant)
Equity Officer - (Vacant)
Environmental Officer - Ushita Sirimalwatte

· Attended the Guild Awards Night
· Elected as the Environmental Officer for the Year 2026
· Volunteered for the Rottnest Island tour
· Helped with all the Guild Activations held this month
· Helped with the Guild Pantry.

First Nations Officer - (Vacant)
Undergraduate Officer - (Vacant)
Postgraduate Officer - Asad Ali

· Meeting with VP-Academic and discussing upcoming events and finalizing Postgraduate s
· Participated in Academic board meeting (2/10/2025).
· Participated in meeting with PTE/CELPIP Training Perth along with VP-Academic (3/10/20
· Attended student appeal meeting/discussion.
· Attended VCSP meeting (21/10/2025).
· Organize and attended PSD meeting (24/10/2025)
· Attended and helped in Academic dinner event (07/10/2025)
· Attended and helped in career connect events
o Medical and health science
o Business and Law
· Attended ECU-GUILD club award 2025
· Helped with a Bollywood party.
· Attended office, checked emails, and managed day-to-day affairs.

International Officer - (Vacant)
South West Officer 1 - (Vacant)
South West Officer 2 - (Vacant)
Social Officer - Yashkamaljot Singh Cheema

· Helped an interested student with onboarding for the rep position for the social department.
· I attended an academic dinner and helped for Rottnest Tour.
· Meeting with all other senates about events and reps.
· Attended all the activities usual held on Tuesday.
· Organized Aqwa tour, Diwali, and Bloom Luna light show.
· Pre-planned the Halloween party and End of semester party.

Sports Officer - Ashlynn Ward

Operations Manager - Lisa Dwyer
Financial Controller - Michael Agostini

- Balance sheet reconciliations for Q3
- Commenced SSAF Q3 Finance Report
- Continued drafting 2026 Guild budget
- City Campus Planning – commercial partnership meetings
- Facilitated term deposit accounts set up with Bendigo Bank
- Continued drafting Insurance data collection forms
- Lodged October 2025 quarterly superannuation payment
- 2025 Audit – attended planning meeting

				· Assisted with 2025 elections – nominations meeting & ballot position draw wit RO · Club requirements – set up new clubs with Volopay cards. Approved various float/grant requests. Added clubs to our insurance.
8	Priority Items For Decision	Files (0)	President	
8.1	Club Affiliation	Files (0)		**Preamble:** The following clubs have been able to satisfactorily meet the affiliation requirements. Senate to approve the affiliations of the clubs lis below under their respective Tiers, and the clubs are to maintain the necessary requirements as mentioned in the Club Affiliation Policy, Constitution, and Club Code of Conduct. The clubs are to attend manda induction which can affect their affiliation status with the guild if the indu is missed. Tier 1 · Red Room **MOTION** **SCM2510/01:** The Guild endorses the successful affiliation of the above clubs under their respective tiers. Moved: Asad Ali Seconded: Ushita Sirimalwatte **Results: Motion passed unanimously**
8.2	CIDC Member Appointment	Files (0)		**Preamble** The Senate is required to appoint one senate and one staff member to b CIDC along with mandatory member General Secretary and Operations Manager. As Cliaan Coenraad, current member, has left the Guild the s must now nominate a senator to join the committee. Expression of inter open for the senators. **Motion** **SCM2507/01:** Senate to appoint Sheharyar Sahi as the Senator to CIDC the remaining 2025 term. **Moved: Joanne Lucks** **Seconded: Yashkamaljot Singh Cheema** **Results:** Motion passed unanimously
8.3	CIDC Items	Files (6)		**Preamble** The following policies were reviewed by the responsible officers and presented to CIDC on 22nd October 2025. CIDC recommends that the Senate approve the policies for distribution. Details of changes made or various policies are included in the commentary. **Undergraduate Department Policy** · 5.3.2 - Clarified that the role is specifically for undergraduate stude consistent with the scope of the Undergraduate Department · 5.6.1.4 & 5.6.1.5 - Separated clause regarding replacement of a S Representative from the Discipline Committee clause for clarity and stru consistency. **Postgraduate Department Policy**

				· 5.2.3.1.1 - Updated from 'Research Committee' to 'School Resear and Research Training Committee'. · 5.3.2 - To ensure only relevant and interested students apply for th role · 5.6.1.4 & 5.6.1.5 - This should be listed as a separate point to clea outline the Vice President Academic's authority, rather than being group with the point about referring General or Financial Members to the Disci Committee, as the responsibilities are distinct and unrelated I believe. **Purchasing & Payment Policy** · 5.1.7 - Link back to requirement to comply with Org budget **Reimbursement Policy** · 3.6 - Minor grammar correction · 4.1 - Updated to current payment method available · 5.1 - Added Volopay **Work Health & Safety Policy** · 5.1.4.5.5 & 5.1.4.5.5.1 - Adds in the Volunteer Management Platfo :CanYou" **Performance Management Policy** · 5.9.3.1 - Updated to reflect new role responsibilities as HR & WHS Officer role no longer exists **For Noting** The following policies have been reviewed by the responsible officers ar presented to CIDC on 22nd October 2025. No updates to the policies h been recommended noting that these policies are all directly linked or ba on the model wording from FairWork. The Wellness Days Policy is the c wording from the Guild's Enterprise Agreement and as such cannot be changed. Policies provided to Senate for noting only and are available i Governance & Publications Folder. Review dates will be updated accordingly. 1. Prevention of Sexual Harassment in the Workplace 2. Right to Disconnect Policy 3. Wellness Days Policy **Motion** **SM2510/02**: Senate approves the reviewed policies. Moved: Joanne Lucks Seconded: Sheharyar Sahi Results: Motion passed unanimously
8.4	Honorary Life Membership	Files (0)		**Preamble:** Minhajul Arefin has expressed his interest in becoming an Honorary Life Member of the Guild. **Motion:** SM2510/03: The senate approves Minhajul Arefin to become an Honora Life Member of the guild. Moved: Sheharyar Sahi Seconded: Asad Ali Results: Motion passed with Special Majority

				Yes - 7 No - 1
9	Items for Discussion For Discussion	Files (0)	President	
9.1	Cost of Living Survey	Files (0)		Taqi discussed that previously the Guild has done a Cost of living survey and th should do one this year too. Michael said if we're planning to do it again any number more than $10,000 has to go to the university and the budget allocati 2026 hasn't been done yet. Taqi discussed questions to be asked in the survey asked for the Senate's opin Everyone agreed that it's a good idea. Taqi mentioned that funds from Southwest and First Nations Department will reallocated to the Activations since the funs previously allocated to the activat has been exhausted because of the Pantry we started doing. So for the realloc the Senate Needs to do a motion. **Motion** SM2510/03: The Senate approves the reallocation of funds from Southv and First Nations Department to the Activations. Moved: Sheharyar Sahi Seconded: Sonam Choki Results: Motion passed unanimously
9.2	Culture Review Report	Files (3)		The Guild received a complaint earlier this year. Following the complain Operations Manager appointed an external investigator to conduct a workplace culture review. You'll find the ECU Workplace Culture Review Report, Cultural Reset and Governance Strengthening – Senate Recommendations, and Senate Recommendations provided by Operations Manager attached. **Item adjourned to next meeting due to not reaching an outcome.**
9.3	Food Pantry	Files (0)		• The Guild is in ongoing communication with the University regarding the establishment of a permanent Pantry space; discussions are currently focus identifying a suitable location. • Given that the Pantry is planned to operate **Monday to Friday**, concerns we raised about the Senate's capacity to manage daily operations. • Taqi proposed launching the Pantry as a **one-year pilot program**, with Guild representatives overseeing its management. • The Senate was informed that the **President, General Secretary, and Vice Presidents** would assume primary responsibility for supervising the progran • Taqi encouraged the Senate to collaborate with Guild staff and explore partnership opportunities with the University to support successful implementation of the Pantry initiative.
9.4	Guild Roundtable	Files (0)		• Taqi provided an update on the University's proposed **Student Voice Initiat** aimed at establishing a platform to share student-collected data with the student body, similar to VCSAF. • Suggested integrating the initiative into the existing **Guild Roundtable** struc • Recommended developing a formal **Terms of Reference** to guide the implementation of the initiative.
9.5	Senate Activity	Files (0)		Taqi informed the Senate that a poll was circulated in the Senate group chat to determine preferences for the upcoming Senate Activity. The majority of mem selected **4 November** as the preferred date. While responses regarding the typ

				activity were varied, the Senate ultimately reached consensus on holding an E**Room** activity.
10	Items for Noting For Information	Files (0)	President	
10.1	Senator of the Month	Files (0)		Taqi recognized Sheharyar Sahi as Senator of the Month and thanked him for work.
11	Closing Address	Files (0)		Meeting ends: 2:39 PM

Sync tasks and decisions
Learn more

Tasks

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Task
No tasks created for this meeting. Learn more

Decisions

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Decision
No decisions recorded for this meeting. Learn more