

President's Guild Council Report September

Prepared by: Jesse Naylor Zambrano

Covering Dates: 22/9/21 - 14/10/21

Submitted to: October Guild Council

Leave: 2 days

1. Meetings

1.1 Meetings

Date	Type	Meeting	Comments
24/9	Uni	University Academic Board (UAB)	Interrogated eEvaluate report, which showed consistent downturn in student satisfaction in the area of Feedback.
24/9	Guild	Guild Exec Meeting	
24/9	Uni	COVID-19 CI LSE Sub Group Meeting	COVID-19 Critical Incident Learning and Student Experience Sub Group Meeting. Discussing University plans to be ready in the event of a Covid-19 outbreak and lockdown.
28/9	Uni	Meeting RE: Common Spaces	Discussing with Chief Operating Officer Fiona Notley our business proposal for the Guild to create a Clubs Hub in Level 7 of Building 201.
28/9	Guild	Blended Learning Planning	VPE Planning session for advocating for in-person learning next Semester and monitoring Blended Learning
28/9	Guild	Representation Board	
29/9	Guild	Student Meeting	Meeting a mature age student to discuss the Tuition Free campaign and film a video segment for a social media post
29/9	Guild	Tuition Free Organising Lunch	Catered organising meeting for students passionate about Tuition Frees. Briefed students on the history of the campaign and future plans. Signed up students to register as observers at UAB.
29/9	Guild	QD Sticker Run	Putting up stickers in the Humanities buildings - 208, 209, 501, 203
30/9	Guild	ISC President Meeting	
30/9	Guild	Guild Council	
4/10	Guild	Curtin Student Leaders Virtual Summit	Met student leaders from Curtin's global campuses. It was great to learn how the counterparts to our Guild are structured in

			Singapore, Mauritius, Dubai etc.
5/10	Guild	Election Review	
5/10	Guild	Minister for Education and Training Meeting	I mentioned the Tuition Free campaign, raised a discussion about WA Government legislating 100% SSAF going to WA Student Guilds, discussed the return of international students and advocated for them to have a safe and supported return, advocated for the Guild President to automatically be a member of University Council, and mentioned that students want to return to in person learning options for all parts of learning.
6/10	Guild	Tuition Free Organising Lunch/School Strike Stall	
6/10	Guild	Blended Learning Brainstorming and Planning	Planning advocacy for Curtin to schedule in-person learning next Semester and monitoring Blended Learning
6/10	Guild	Ecosia Meeting	Meeting Sci Eng Rep Jason Kim to discuss outcome from raising Ecosia proposal to VC, and next steps to progress it
7/10	Guild	Survey Results Discussion	Discussing results of Guild Rep and Staff Satisfaction Survey
7/10	Guild	Exec Meeting	
11/10	Guild	President and Managing Director Meeting	
11/10	Guild	President and Manager of Student Engagement Meeting	
12/10	Guild	Clubs Hub Proposal Planning	
13/10	Uni	Orientation Discussion	
13/10	Guild	Tuition Free Stall	
14/10	Guild	Student Guild Complaint Briefing	Curtin has engaged an external contractor to review its Complaints system. Alongside Jo-Ann, the Manager of Student Assist, I met with the contractor to discuss the current state of the complaints process and suggestions for improvement.
14/10	Guild	Remuneration Tribunal Meeting	Discussing objections received.
14/10	Guild	Student Meeting	Discussing Tuition Free Campaign Putting in official complaint
14/10	Uni	SSAFEAC #3	Raised that Students as Partners provides a foundation for more than 50% of the SSAF to be given to the Guild, for more student control over student money.

2. Items of Significance

2.1 Activities Portfolio

I have been working with the VPA, Manager of Student Experience, and Managing Director to prepare a proposal for the Guild to establish a Clubs Hub on Level 7 of Building 201. The proposal was initially being drafted for submission at my October meeting with the Vice Chancellor on 22/10. However, I've delayed submission so that the proposal can have more time to receive feedback and be fine tuned before it's presented to the University.

I followed up with Fiona the Chief Operating Officer on 11/10 about our proposal for a \$40,000 clubs grant in 2022. She said they were still finalising the budget for 2022 and she would be in touch.

A meeting is set up for October to discuss arrangements for easier room booking access for clubs.

2.2 Tuition Free Campaign

I ran 2 Tuition Free Organising Lunches engaging students from the community who are passionate about returning the tuition free weeks at Curtin. These forums allowed us to discuss the issues at hand, brainstorm ideas, build a list of staff allies.

Through discussion with students, it was decided we would build towards a discussion forum event engaging students and staff.

Having subsequent events to build towards allowed me to engage students who reached out via email in the campaign in real time.

The student and staff forum will take place on 19/10.

2.3 Remuneration Tribunal

We have taken on and discussed objections, but have not been able to come to a consensus. We are endeavouring to finalise this process by 25/10. This is because a final determination is needed to issue paperwork to Elected 2022 Representatives.

I have not been sufficiently organised in finalising the remuneration tribunal in a timely manner.

2.4 Handover

We are now looking at handover from a few different angles.

The Secretary is working on streamlining the Handover Report process. I am working with incoming 2022 President Lucy Rohl to see how we might rearrange and improve our use of the

Guild Office. I am particularly hoping to add desks for Equity Officers to have dedicated workspaces in the Guild. I am working to identify what boards and committees Guild representatives should be sitting on across the University, and ensure that those positions are filled if not already. This is particularly relevant for committees relating to international and postgraduate students at a faculty and central level.

I am also working with the University to create and formalise more support for representatives sitting on committees. This will hopefully help students navigate University governance and processes to be able to achieve their goals. I am also setting up a regular meeting between ISC President, PSC President and Guild President, and Central Managers such as the Manager of Curtin Connect and Student Services, Academic Registrar, Head Librarian, Director of Student Experience and more. This was a new initiative in 2021, to remedy the fact that Guild reps don't have many channels to represent students in the Central area. Central areas cover counselling, Wellbeing, Health Services, student engagement, Curtin International, Academic and General Misconduct, Curtin Connect and more. This will hopefully facilitate more direct advocacy on these matters going forward.

4. TLDR

I have been continuing work on the Tuition Free campaign, which should wrap up for the year soon. I have been overseeing the VPA, VPE and Secretary's projects across their portfolios. I have been turning my attention to delivering a good handover and setting up the incoming team for success. I have been letting my internal Guild admin work, like the remuneration tribunal, slip. This month I will work on catching up on these and wrapping up/handing over existing projects/campaigns.

Thanks for reading!

Jesse Naylor Zambrano
President
Curtin Student Guild

Vice President – Education

Report #10

Bridge Truell

Meeting date: 21/10/21

Date submitted: 15/10/21 29/9/21

1. University Meetings

Date	Meeting	Comments
5/10/21	Courses Committee	During this meeting we received updates on the progress of the Comprehensive Course Review (CCR) and internship opportunities for Humanities students.
12/10/21	Learning and Student Experience Committee (LSEC)	During this meeting we received updates on academic misconduct figures so far this year, self-certification for assessment extensions, assessment quality evaluations, student retention initiatives, and an update from Curtin Credentials.
14/10/21	Student Services & Amenities Fee Expenditure Advisory Committee (SSAFEAC)	During this meeting we reviewed a newly proposed template for SSAFEAC reports and proposals, received progress reports from the Library, the Guild and the University on their respective SSAF projects, and approved the schedule for 2022 events.

2. Guild Meetings

Date	Meeting	Comments
29/9/21; 13/10/21	Higher Education Meeting	
30/9/21	Guild Council	
7/10/21	Guild Executive Committee Meeting	

3. Other Meetings/Activities

Date	Meeting	Comments
1/10/21	Medical Director Interview Panel	After the announcement of Dr Fiona Coombes' retirement from the position of Medical Director at the Curtin University Health Service, I was approached to sit on the selection panel for her replacement. The recruitment process is still underway so I'm currently unable to provide too much detail, but every effort is being made to ensure we secure an appropriate candidate.
4/10/21	Curtin Student Leaders Virtual Summit	This Summit was the first collaborative online event put together by the Curtin International Student Leaders Working Group which brought together students from all of Curtin's global campuses to discuss topics of leadership, experiences of International Students, barriers to student engagement and how reps on each campus are tackling them, learning through a global pandemic, and different student organisational structures across the global campuses. It was a really fantastic opportunity to connect with students at our global campuses and I was lucky enough to be able to facilitate the student discussion portion of the Summit.
6/10/21	Brainstorming & Planning Meeting for Learning For Tomorrow	Jesse and I met with the Faculty Reps to discuss the current progress of the Learning For Tomorrow Strategy within their faculties and work out whether there are still any areas we're wishing to address before the end of the year. Class scheduling for next year is well underway and during this meeting we also

		discussed the possibility of involving Fac Reps in the process of timetabling in future.
7/10/21	Student Voice Australia (SVA) Student Network Meeting	

4. Other Projects/Developments:

- The Excellence in Teaching Awards have been finalised and we're looking forward to celebrating our winners at the Awards Ceremony on October 29th.
- The Unit Outline Review is currently underway, with our Faculty Representatives hard at work compiling information from a random sample of Unit Outlines within their faculty to ensure they're appropriate and policy compliant.

5. Travel: N/A

6. Leave: N/A

Vice President - Activities Report

Guild Council Meeting #11/2021

Meetings

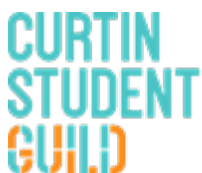
Date	Meeting and Notes
28/9	<ul style="list-style-type: none">- Common Spaces meeting with COO Fiona Notely, Jesse and I Meeting was largely to cover the possibility of us taking over the top two floors of the architecture building and to advise us on building the business case Jesse and I had a small prep discussion beforehand to sync up our ideas- Club Award Scoring, with Bec, Shelley and I (clubs team) This was a pretty long meeting to score the various submissions from club for the club awards categories. These were quite difficult to score as all of our clubs are fantastic.
29/9	<ul style="list-style-type: none">- Health and Safety Committee Committee meeting to discuss any potential concerns/ issues in an OH&S space for the Guild See minutes for attendance/discussion.
5/10	<ul style="list-style-type: none">- October Meeting and Greet Discussion Between Jess, Clare and I Covered basic requirement for the upcoming meet and greet for the Accessibility department. Jess was not available, so I answered questions that I could, and the rest of the questions were sent to Jess via email.
6/10	<ul style="list-style-type: none">- WIB AGM Annual general meeting for the Women In Business Club, all went well they were very prepared. I made certain to congratulate them on their recent club award win. Also spoke to a member of CFSS while I was there, and congratulated them on their recent win as well.
7/10	<ul style="list-style-type: none">- Exec Meeting See minutes for discussion
12/10	<ul style="list-style-type: none">- CMS AGM Pretty standard AGM, made to sure to congratulate them on their recent club award win, they expressed interest in learning more about the process for evaluation, in hopes of winning best club next year.- Clubs Room Proposal Discussion with David, Bec and Jesse to help shape the business case, following Fiona's advice, I had dot pointed a rough plan at this point, and we debated the rough points to form a better proposal.- CRoC Constitution Discussion Discussion between Fatma and I about the Curtin Robotics Club new constitution, it is ultimately Fatma's job to approve these constitutions, and she asked for my advice on some of their changes.
15/10	<ul style="list-style-type: none">- Spent this day attending a clubs social event, however as Jess and Bec were Busy, I was asked to drive the buggy to deliver the items the club booked for their event. Went well without any incident, it was my first time driving while the campus was busy.

18/10	<ul style="list-style-type: none"> - VC Sports Day discussion, internal and external Internal meeting was between Myself, incoming VP-A, Maryanne and Bec. External was the same people and Blanche from the stadium. Stadium reached out to discuss their next VC sports carnival, aimed to take place during o-week first semester. With plenty of time to plan we are all confident that this event could be a big success, and fits well with the o-week vibe. As this event will fall outside my term, Clare was invited to ensure a smooth transition of information. Broadly discussed how the event will fit with our events during o-week, the stadium is roughly planning to hold it the Friday afternoon, and having a smooth transition from that event to our toga party or o-week event.
20/10	<ul style="list-style-type: none"> - Filming for Street Party Jesse and I filmed a promo for Street party, this required about 4 different scenes, which takes a bit of time between mistakes and dealing with the weather.

Business Case – Architecture

As mentioned in the meetings, a big project for this month was writing a business proposal that contains the student perspective, which would then be improved and added to by David and Bec, who have better access to relevant statistics and History. The idea for this pitch was that, following feedback from Fiona, it wouldn't be "just another space for students to gather" so to make it distinctly different, we pitched the idea that we would subdivide some of the rooms to make "meeting areas" that clubs and groups of students would be able to book, and for the rest of the space we could decorate but largely leave them for students to use. We haven't encountered any major resistance from the university on this issue, the only barrier being how fast they would be able to implement this, this is an achievable project.

Regards,



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I will be working Tuesday to Friday from 9 am to 4pm I may be slow to reply or unavailable outside of these times.

I acknowledge that Curtin University is on the lands of the Whadjuk people of the Noongar nation. This land is stolen land and was never ceded. I pay my respects to their elders past and present.

Secretary

October 2021 Guild Council Report

5/10	Handover Discussion	Met with Jess to discuss the template handover report and the form for representative to complete to collect some key information
6/10	ISC President Check In	Checking in with Sofia and answering her questions, setting a deadline for her to submit her KPIs and requesting a report for Reps Board.
6/10	PSC President Check In	Calling Hameed and checking in with how he is managing the role as he is currently on prac. Answering his questions.
7/10	Exec Meeting	Organised and took minutes for this meeting.
12/10	Check in w/ President	Discussions with President about my workload and wellbeing.
12/10	CRoC Constitution Discussion w/ VP-A	Discussing proposed changes to the clubs constitution and if they would be accepted.
19/10	Student and Staff Tuition Free Week Forum	Took minutes for the during of the 2 hour event.
20/10	Staff and OB Satisfaction Survey Review	Attended this meeting with Nika and the Exec to discuss student representative and staff satisfaction for this year.

Filling the ISC and PSC Committees

I've been working with Jesse, Hameed and Sofia to fill the vacant positions in their committees. This has included collecting details, making the formal appointment, providing details to HR, setting up new emails and reaching out to each of the new members, as well as preparing the motion to Guild Council to ratify the appointments.

Supporting Representatives

I have been communicating often with Sofia and Hameed to address any questions that they have and additional support that is required. This includes discussion about social media, potential events and the committees and boards they sit on, as well as setting up Sofia's KPIs and preparing the two to submit their reports to Representation Board.

Handover

Collection of information from representatives has begun with a form scheduled to be sent out shortly and a draft template report full of key information for representatives. I am working on a plan to consider how the different aspects of handover will work together, including the written report, physical handover and induction day.

I have had some discussions with staff about some gaps in the current induction and hope to consult as many staff and representatives as possible to equip next years representatives better than ever before.

Routine/Admin Tasks

I have been completing my routine tasks of:

- Approving creditor payments weekly
- Approving payroll payments fortnightly
- Processing reimbursements
- Processing leave forms
- Checking and following up with timesheets
- Processing resignations
- Filling vacancies in positions (including Guild Council and Guild Sub-Committees)
- Addressing representative complaints
- Collecting items for agenda
- Preparing, compiling and consulting on agenda documents including Representation Board, Guild Council and Executive Committee
- Distributing documents and reminders relating to meetings
- Taking minutes
- Chairing relevant meetings
- Updating documents that become outdated as a result of these tasks
- Addressing ad-hoc representative questions and requests
- Regularly meeting with members of staff to confirm processes and regulations and relay information from meetings
- Preparing documents for consultations, onboarding and data registers as needed

Sustainable Regards,



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Motion: Safety Report

Action: That the Guild Council discusses the Safety Report.

Motion: That the Guild Council notes the Safety Report.

Moved: Fatma Sehic

Seconded: Jesse Naylor Zambrano

Performance:

- Safety inspections conducted on time (as % of planned inspections):
 - 90%
- Workers compensation claims (as hours of paid compensation over the past 12 months):
 - 240.65 Hours

There is a workers compensation claim currently in 'pending' status due to still being under assessment. This is a Repetitive Strain Injury, and the Guild is waiting to be advised on whether this claim is accepted or rejected.

Incidents and Hazards to note:

Incidents reported:

- Guild staff member slipped in the Guild Central Kitchen, fortunately the staff member was not injured as a result, however measures have been put in place to reduce this from occurring again
 - Before the Chef's go home, they will move all the hot food to under the bain-marie out the front (café), meaning staff don't have to come into the kitchen after floors have been washed down.
 - All left over food will be put on a trolley into the drinks fridge (instead of coming into the kitchen to place the food in the kitchen fridge).
- There was a small fire in a car engine which was parked nearby to the Guild Central Kitchen loading bay, a Guild staff member assisted and utilised one of the outlets fire extinguishers to put the fire out. Curtin Security then took over with the situation.

General Safety Update for the Month:

- Curtin University introduced some guidelines and recommendations around Electric Golf Carts following a recent incident that occurred on campus. The Guild is currently assessing these guidelines and determining what to adopt.

Confidentiality:

Open

Motion: ISC and PSC Appointment Ratification

Motion: That the Guild Council ratify the appointment of:

- Avinash Kumar to PSC Faculty of Business and Law Representative
- Doris Onyinye Edwin Asomugha to PSC Secretary
- Jesse Hogan to PSC Councillor
- Carlos Tabora Vilamayor to PSC Councillor
- Kimberley Pinto to ISC Councillor
- Pablo José Zárate Chaupín to ISC Vice President – Education
- Mitra Elmi to PSC Vice President - Research

Moved: Fatma Sehic (Secretary)

Seconded: Jesse Naylor Zambrano (Guild President)

Background:

The above appointments were made by the Guild President under their delegated power 8.1 to appoint an acting officer into a position, with the condition that the appointment is ratified at the following Guild Council meeting.

The individuals for these appointments were recommendations from the International Students Committee President and the Postgraduate Students Committee President for their respective committees.

The majority of these vacancies arose from receiving no nominations during multiple calls for nominations. A couple of the vacancies arose from resignations.

These term for these appointments concludes on November 30, 2021.

Confidentiality:

Open

Motion: Election Debrief

Motion: That the Guild Council notes the Election Debrief.

Moved: Jesse Naylor Zambrano

Seconded: Fatma Sehic

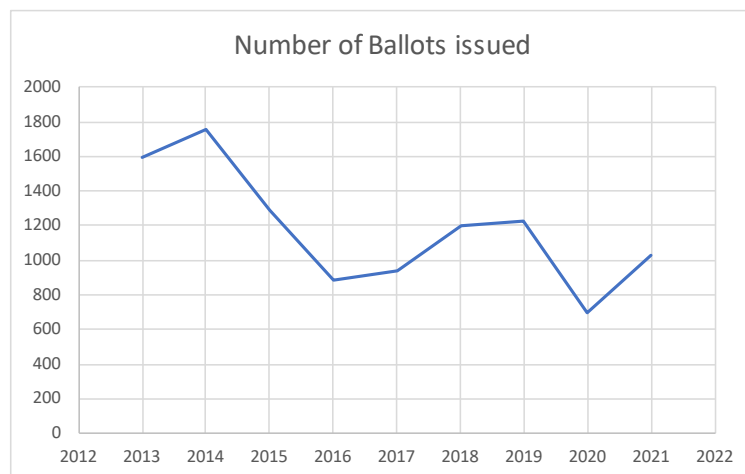
Election Debrief

An election debrief was conducted on 5 October 2021 with the Returning Officer, President, Managing Director, Manager Student Engagement and Manager Student Experience. A summary follows. It is anticipated that the Returning Officer's report, which will contain the RO's recommendations, will be available for the November 2021 meeting of Guild Council.

Observations

- Some candidates did not understand that they needed to pay for election costs.
- We can make it easier for potential candidates to understand what is required to run in a Guild election.
- Didn't have paper (for printing) available early enough for candidates
- The election of the Queer and Indigenous (First Nations) Officer roles were included as part of the Annual Election (the Indigenous Officer role remains vacant as there were no nominations). However, Schedule A of the Student Guild (Guild Council) Regulations 2018, states the Queer and Indigenous (First Nations) Officer roles will be elected in accordance with the Student Guild By-Laws 2018. In turn, the By-Laws state that it shall be an autonomous appointment (ie an election conducted by the Secretary where enrolled students who are represented by the position shall be eligible to vote in the ballot). This has the practical problem that all students must be invited to vote because we don't know who identifies as queer or indigenous (but should only vote if they identify with that equity group). For this reason, it was previously decided that it was pointless to conduct separate elections and that the Election Regulations would be amended accordingly. However, the election regulations have yet to be amended.
- Postal Voting:
 - Facilitated postal voting was not conducted at the city campus as we were unable to book a room
 - Facilitated postal voting - no votes at Midland as the students were on practice
 - Facilitated postal voting - Kalgoorlie around 22 votes
 - Postal voting - around 5 votes (a couple of votes were late and not included)

- Security of voting - 981 admitted to polling places - no of votes was 994 – meaning that there were 13 extra votes. Most likely some people were voting as themselves and someone else.
- A lot of withdrawals during the course of the elections. Can create confusion for voters (who may vote differently) and undermines the credibility of the election process.
- No one spends near their budget.
- 69% of candidates for Guild Councillor and 50% of candidates for Ordinary Representation Board member indicated that they identified as women. 67% of elected Guild Councillors and 83% of elected Ordinary Representation Board members indicated that they identified as women.
- The election format was not 'locked in' early enough. Impacts included:
 - Room bookings not able to be made or being accepted at the last moment for facilitated voting. In turn, this resulted in a rushed notification process to electors and candidates not being advised.
 - Clashes being election events and other events
 - Difficulties in finding sufficient casual staff
- The regulations don't adequately consider someone about to enter the second year of term being elected to another role, as a result the regulations are somewhat contradictory.
- Grok election coverage was good
- Total votes were a bit over 1028 which corresponds to 2.6% of the headcount for students attending Curtin WA campuses. As shown below, this is an improvement from last year, which was Covid 19 impacted, but is less than for 2017 and 2018.



- The southern voting booth (Mallokup) attracted 43% of voters:

	Club HQ	Malokup
Mon	190	97
Tue	110	137
Wed	118	102
Thu	156	97
	574	433

(Incl 18 not on roll)

- The blue shading above indicated when the democracy BBQs occurred. It would seem that the BBQs attracted in the vicinity of one-hundred additional voters. However, it is notable that blank votes were 7% in 2020 (52 of 694 votes) and 16% in 2021 (162 of 1028 votes).
- Providing a marquee for voting entails considerably more expense and work than using a fixed venue. Also, voting could use fixed ethernet which is more reliable than wireless.
- Very few students wore the 'no canvassing' stickers that were available from the Guild Reception. Possibly more people may have used them if they were more widely available, however, this presents its own logistics challenges. On a positive note, it appears that the 'no canvassing zones' worked fairly well for voters.
- The returning officer (RO) stated that there were a fair number of complaints lodged by candidates and that it was not possible to conduct the election and investigate all of the complaints in detail. The RO was of the view that a number of the complaints were not in the spirit of a democratic election and/or not material.
- Vote counting was completed within around 1.5 hours of polling closing and the provisional results published the following day.
- Due to withdrawals, the RO was requested provide a 'next replacement' officer list for Guild Councillors and Ordinary Representation Board members.

Potential Changes

Potential changes are outlined in the following.

Lock in election format earlier:

- Full format of the election needs to be locked in by the end of March to ensure smooth running of the elections. Election activities such as the presidential debate, 'extra' campaigning week, sausage sizzles, etc need to be built into the schedule

Guidance for candidates:

- A chronologically based simple high-level guide for candidates can supplement the election manual
- Election Code of Conduct to cover behaviours and clarify aspects such as campaigning within personal networks, gifts/inducements for voters etc
- The election manual to:
 - Include guidance on making an election complaint to the RO - ie what regulation is breached, why, when, by whom and why it is material.
 - Be clear that candidates pay for their election costs

Election Security:

- Voters can be issued a PIN number at the polling place that is unique to them. Apart from entering their student number and date of birth, the PIN must be entered. This will prevent someone, once in the polling place, voting more than once by using someone else's student number and date of birth.

Voting methods:

- The low number of postal votes suggests that this is not an effective method to engage voters. Perhaps Legal Committee can consider and advise on alternatives/modifications?
- Facilitated voting is
- Can a fixed venue be used instead of southern marquee?

Issues/opportunities with Regulations:

- Could consider a ban on candidates being able to nominate for the following Annual Elections if a candidate withdraws after the ballot draw has occurred and prior to the declaration of the election result.
- Election of the Queer and Indigenous (First Nations) Officer roles could be included as part of the Annual Election (voters requested to vote only if they identify with those equity groups). Note that the regulations would need to be modified to enable this.
- Review whether affirmative action is needed for elections or in its current form (if not, then the WA Electoral Commission can be used to conduct elections) and make changes accordingly. Options include:
 - Retain status quo – WAEC will not run elections
 - No affirmative action – WAEC will run elections
 - Split roles into Males and non-males and conduct separate elections for each - WAEC will run elections (eg 3 Guild Councillor roles are for males and 3 are for non-males)
- Regulations don't adequately consider someone approaching the second year of their term as a Guild Councillor being elected to President or Vice-President.

Election Report:

- Include the 'next replacement' officer list for Guild Councillors and Ordinary Representation Board members.
- Include the names of all candidates so that there is a suitable archive record.

Harassment of Voters:

- There seems to be sufficient separation of campaigners and voters and the use of 'no canvassing' stickers are perhaps not warranted.

Confidentiality:

Open

Item for Discussion: Elections During Lockdown

Action: That the Guild Council discuss its position on how to conduct the Annual Election in the event that a lockdown prevents an in-person election.

Raised by: Jesse Naylor Zambrano

Background:

On the 16th of September, Circular Resolution #5 was put to Guild Council. The Guild President received objections from members of Guild Council asserting that it was inappropriate for the motion to be put as campaigning for the Annual Election was underway, and therefore a conflict of interest existed for many members of Guild Council. This objection was accepted, and the motion was withdrawn, with the provision that Guild Council would discuss the topic once the Annual Election had concluded and there was no longer a conflict of interest.

The following was proposed:

Circular Resolution #5 [Withdrawn]: Contingency Plan for Annual Elections 2021

Motion: Online voting may be used for the 2021 Annual Elections where it is necessitated by a lock down. Necessitated would mean:

- It is not likely, in the opinion of the RO and the MD, that 3 days of in person voting (for at least 5 hours per day) could be conducted on teaching days on or prior to 22 October 2021 due to a Covid-19 related lock down.

Online voting would mean:

- Online voting via a single use link that is emailed to students Curtin email addresses (an additional link with candidate information would be provided). Students must enter their student number and information relating to their date of birth.

The following background was provided:

Background – Legal/Decision Making Framework:

The proposed motion is to provide the ability to deal with a circumstance (in person voting for the annual elections not being possible within the required timeframe) that is not adequately addressed by the Regulations and could result in technical breaches of the Regulations no matter what action is taken. In such circumstances, where it is not possible to avoid breaches of regulations, the Council must be guided by:

- Acting in accordance with the intent of the regulations

- Acting in the best interests of the Guild and its members. This means that the Guild needs to be able to deliver its primary function “to further the common interests of its members” as per the Curtin University Act 1966

Relevant aspects of the Regulations follow:

The Regulations are very clear that Officers will be elected at an annual general election and that office bearers finish when their term expires.

The annual election can be delayed up to a point – specifically, Regulation 18 of the Election Regulations provides the means to delay an annual election due to a significant disruptive event:

18. Delay of Election

(1) Where:

- (a) a general election for the Parliament of the Commonwealth of Australia or State of Western Australia is called and the dates of that election would cause undue disruption to the Annual General Election, referendum, election or other poll;
- (b) a natural disaster or other significant disruptive event occurs that would make it unreasonable to conduct the Annual General Election, referendum, election or other poll;

the Managing Director and Returning Officer may delay polling or extend the nominations period in order to avoid the disruption .

- (2) This regulation overrides regulation 16 as is necessary to achieve a delay provided that the declaration of the poll must be concluded by October 31 each year and polling must be held on three (3) consecutive teaching days for at least five hours each day and nominations must be open for at least ten (10) consecutive teaching days.
- (3) In the event of the use of this regulation to delay polling or extend nominations notice must be placed upon the Guild website and distributed through an Official Curtin Communication as soon as possible after a decision is made.

The last day of teaching is 22 October which means that if there is a lock down, the Managing Director and the Returning Officer can delay polling provided that:

- Polling occurs on at least 3 teaching days (22 Oct being the last teaching day) for at least 5 hours a day
- The poll declaration is no later than 31 October

With Guild Council’s consent, electronic systems can be used to distribute and receive ballot papers, specifically Regulation 9 (i) of the Election Regulations states:

9. Powers

(1) Subject to these regulations the Returning Officer has the power to:

- (a) recruit, engage and appoint Electoral Assistants in the conduct of the elections;
- (b) make a determination of any word, regulation or other related electoral matter;
- (c) issue determinations for the fair conduct and administration of any election or in regard to any relevant electoral matter;

- (d) act on their own motion to prevent a breach or attempted breach of the regulations;
- (e) delegate to an Electoral Assistant any of the Returning Officer's duties and functions except this power of delegation, subject to any decision of an Electoral Assistant being able to be appealed to the Returning Officer, the decision of the Returning Officer on appeal shall be final;
- (f) remove any person who wilfully interferes, obstructs or disputes procedures at the poll or count;
- (g) dismiss or uphold a complaint or appeal in whole or in part;
- (h) issue orders to rectify a complaint or appeal that is proven;
- (i) use or authorise the use of electronic systems or facilities, including the internet or wireless, to assist in the conduct of elections at the request or with the consent of the Guild. This encompasses the distribution and receipt of ballot papers and the counting of the votes; and
- (j) make determinations relating to the distribution of campaign material.

With regard to postal voting, the Election Regulations require:

- (8) Wherever possible, a postal election packet shall be despatched to electors who have applied for a postal vote on the same day as receipt of the application, and no later than 5:00pm the Tuesday before the opening of the poll.

This means that a postal vote technically can't be sent after the Tuesday before the opening of the poll. However, the intent of this is to ensure that voters have sufficient time to return their vote. In the event of the election being disrupted, the Returning Officer would need to determine whether the dates associated with postal voting should be extended or not.

Conducting an Election During Lockdown

If an election is to be conducted and in person voting is not possible, in part or in full, then there are two options:

- Postal voting and/or
- Online voting

Despite many students not being at the Bentley campus during elections, postal voting is very unpopular with students (two postal votes were received in the 2020 elections). Relying on postal voting is likely to lead to very low levels of voting.

The other option is online voting where a unique single use link is emailed to each student via their Curtin email address. While it is possible for someone to forward their link to another party to use, note that:

- There will be a warning about forwarding the link to anyone else
- If someone is willing to provide the link, their student number and their date of birth (these are needed to use the link) to another party then it is just as likely that the other party would vote in accordance with the originator's wishes regardless of how the election is conducted.
- In most instances it is possible to tell if there is multiple voting by someone and the Returning Officer can eliminate the votes

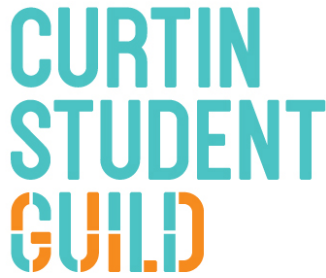
If online voting were to occur, it would only be because Covid-19 caused an extended lockdown that prevented in-person voting from being held before October 22 2021. The unique aspect of being in lockdown would mitigate the previous security concern around online elections, such as that an

individual would be able to stand over students and influence their vote in the absence of an in-person polling place where this could be prevented.

This strategy would allow an incoming team to be elected even in the event of a lockdown. Importantly, this team would be able to receive their handover and spend the summer period preparing for their year ahead as normal. This would minimise disruption of a lockdown on the Guild Officer's advocacy on ongoing campaigns, preparation of projects for 2022 and the Guild's services for students.

Confidentiality:

Open



Student Guild of Curtin University

52nd Guild Council – Meeting #10

To be held at 10am on Thursday the 28th of October 2021

In 100.301

Motion: VP-A Resignation Notice Waiver

Motion: That the Guild Council waives the four weeks' notice period for the resignation of Lachlan Lee.

Moved: Fatma Sehic (Secretary)

Seconded: Jesse Naylor Zambrano (Guild President)

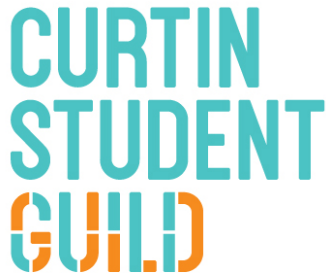
Background:

On Friday 22 October, a resignation was submitted to the Secretary by Lachlan Lee, the 2021 Vice President – Activities, with a request to waive the four week notice period.

According to the *Student Guild (Guild Council) Regulations 2018 26(5)*, an Executive Officer is required to provide four weeks' notice of their resignation. This notice period may be waived by Guild Council.

Confidentiality:

Open



Student Guild of Curtin University

52nd Guild Council – Meeting #10

To be held at 10am on Thursday the 28th of October 2021

In 100.301

Item for Discussion: Tracking Meeting Attendance Delegation

Action: That the Guild Council discusses the establishment a form of remuneration and tracking system for delegation of tasks of representatives to the general student cohort.

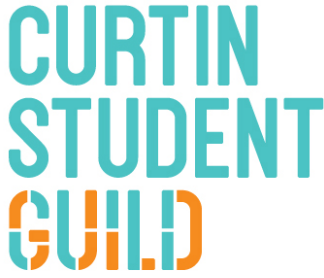
Raised by: Jason Kim

Background:

Elected representatives are asked to sit on a lot of committees. However, they do not always have the availability of sitting on the committee and they are often not the most well suited person to sit on such a committee. There should be a system established to allow representatives to delegate tasks (at the discretion of the representative) to general students and remunerate them for their time out of their own pay. The delegation of responsibility should be up to the discretion of the elected officer whereby they judge if they are suitably informed to best represent students on that committee. At the end of the day, the elected officer is responsible for reporting on that committee and the delegations that they have done.

Confidentiality:

Open



Student Guild of Curtin University

52nd Guild Council – Meeting #10

To be held at 10am on Thursday the 28th of October 2021

In 100.301

Motion: Autonomous Elections

Motion: That the Guild Council recommends to legal committee to amend Guild Election Regulations to prevent students voting for candidates not relating to the portfolio of that position.

Mover: Jason Kim

Secunder:

Background:

The Curtin Student Guild elections (held annually) requests candidates to nominate themselves for an elected position. Some of these positions, pertain to a specific demographic of the Curtin student populace and so should only have members of that demographic be allowed to vote for that specific elected position.

I take the advice of equity representatives, but a recommended restricted framework should be as follows:

President – Allows votes from any eligible Curtin University student.

Vice-President Education – Allows votes from any eligible Curtin University student.

Vice-President Activity - Allows votes from any eligible Curtin University student.

Faculty Representatives – Only allows votes from eligible students who sit within that faculty. I.e.: a student in business and law cannot vote for the humanities representative as the humanities representatives' portfolio would hardly ever interact with another faculty's demographic. This can be enforced by looking at student's enrolments and restricting their voting based off their enrolment.

International Students Committee President – Only eligible international students should be able to vote for this position.

Postgraduate Students Committee President – Only eligible postgraduate students should be able to vote for this position.

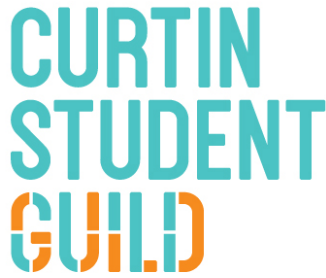
Ordinary Representation Board Members – Allows votes from any eligible Curtin University student.

Guild Councillor – Allows votes from any eligible Curtin University student.

National Union of Students Delegates – Allows votes from any eligible Curtin University student.

Confidentiality:

Open



Student Guild of Curtin University

52nd Guild Council – Meeting #10

To be held at 10am on Thursday the 28th of October 2021

In 100.301

Motion: Online Election Material

Motion: That the Guild Council recommends to legal committee to amend Guild Election Regulations to enforce procedures and policies pertaining to discontent of candidates' campaigning material (both digital and physical).

Mover: Jason Kim

Seconder:

Background:

Approval of digital campaigning materials should go through the Returning Officer. If there is discontent on election material pertaining to a candidate, the discontent case should be brought forth to the Returning Officer who has the power to reprimand candidates for in-compliant material. Interference in another candidate's online and/ or physical campaigning material without approval of the Returning Officer is reprimandable as deemed appropriate by the Returning Officer.

Confidentiality:

Open



Student Guild of Curtin University

Representation Board - Meeting#8

Thursday the 19 August 2021

100.301

Meeting opened 6.13pm

Minutes

1. Acknowledgement of the Traditional Owners

"The Curtin Student Guild would like to pay our respect to the Aboriginal and Torres Strait Islander members of our community by acknowledging the traditional owners of the land on which the Bentley Campus is located, the Wadjuk people of the Nyungar Nation; and on our Kalgoorlie Campus, the Wongutha people of the North-Eastern Goldfields. We acknowledge and respect their continuing culture and the contribution they make to the life of this university, city and this region."

2. Attendance

- 2.1. Members Present; Bridge Truell; Jesse Naylor Zambrano; Michael Farrell; Madison Ainsworth; Lucy Rohl; Dylan Botica; Ilona McGuire; Hameed Mohammad; Jason Kim (online); Clare Metcalf (online); Fang-Yu (Cherry) Chen (online); Dax Jagoe (online); Chris MacFarlane
- 2.2. Others Present; Maryanne Shaddick (minute secretary); Jo-Ann Naidu (online)
- 2.3. Apologies and Leave of Absence; Cassidy Pemberton; Isabel Mountain; Ali Rose Bolton
- 2.4. Absent;

3. Disclosure of any potential or perceived Conflicts of Interest. None

4. Minutes of the Previous Meeting:

- 4.1. Previous Meeting Minutes:

6.18 pm meeting halted because of technical issues with online attendees.

6.23pm meeting resumed.

Motion: That the Representation Board approves the minutes of the previous meeting, held on 22/07/2021, as a true and accurate record of the proceedings.

Resolved RB 27-21

Moved: BridgeTruell

Seconded: Madison Ainsworth

Carried

5. Matters Arising from the Minutes. None

6. Items Not for Discussion. None

7. Reports

- 4.1. President – As tabled. Jesse added to her report with an overview of the Tuition Free Speak out. About 25 people attended. No questions.
- 4.2. Vice President – Education – As tabled. No questions.
- 4.3. Faculty of Business and Law Representative – As tabled. In addition, Dylan Botica reported on Board Effect meeting management software. Dylan said he was investigating whether its adoption by the Guild would improve the administration of committee meetings such as Representation Board and Council meetings. Dylan said he was investigating if the Guild could use Curtin licenses.
- 4.4. Faculty of Science and Engineering Representative – As tabled. In addition, Jason Kim responded to a query about his attendance at Orientation events. In semester one, Jason attended one online event and one activity based event. He did not get permission to attend the Faculty event, as there were time restrictions. This occurred again in semester two. Jason said that in future, the Faculty was looking at changing these events to provide the opportunity for the Science and Engineering Representative to speak. Jason was asked about the acronym CCVREng (Curriculum Course Review for the Bachelor of Engineering). For accessibility purposes, it was decided to use full name of an acronym in first mention.
- 4.5. Faculty of Health Sciences Representative – As tabled. No questions.
- 4.6. Faculty of Humanities Representative – As tabled. No questions.
- 4.7. Student Assist – As tabled. No questions.
- 4.8. International Students Committee President – Vacant. Jesse answered a question about whether the position had been filled during the casual election. Jesse said that the position was not filled and no decision had been made about whether to appoint someone for the rest of the year.
- 4.9. Postgraduate Students Committee President. New PSC President Hameed Mohammad was welcomed. Hameed said that he was looking to bring positive change for postgraduate students.
- 4.10. Queer Officer. Lucy asked about upcoming events for Queer Department. Dax Jagoe said that they were meeting with the events team soon.
- 4.11. Women's Officer. Report submitted. Jesse asked about the benefits and drawbacks of coordinating a discord server. Dax said they were available to answer queries as they helped Cassidy set up discord.
- 4.12. First Nations Officer. Ilona McGuire was welcomed to the committee. Ilona spoke

about the mural workshop. There were no students, however Centre for Aboriginal Studies (CAS) representatives attended and discussed the First Nations role.

- 4.13. Accessibility Officer. As tabled. In addition, Clare spoke about the Terrarium workshops. Clare was asked about sign up strategy. It was not overly successful on O Day. People did not want to use QR code. Not a high uptake for the accessibility meet and greet.
- 4.14. Higher Education Developments – Maryanne Shaddick answered a query about the Council of Chancellors.
- 4.15. Chair of the Representation Board*

Meeting paused for one minute at 6.32pm and resumed at 6.33pm due to technical difficulties

Motion: That the Representation Board notes the reports

Resolved RB 28-21

Moved: Lucy Rohl

Seconded: Madison Ainsworth

Carried

8. Items for Discussion and Resolution

8.1 Refugee and Asylum Seeker Rights

Motion: The Curtin Student Guild supports the right of all refugees and asylum seekers to immediate settlement, healthcare and permanent visas in Australia.

The Guild also endorses the Tamil Refugee Council's 'No detention, no deportation: Permanent protection for the Murugappan family' protest on the 4th September, 3pm at Forrest Chase.

Actions: The Guild promote the demonstration through its social media pages and around the Guild precinct.

Chris Macfarlane spoke to the motion. He said that the Federal Government was due to make a decision within 30 days. Dylan Botica noted that he looked after the child in his role as nurse.

Resolved RB 29-21

Moved: Chris MacFarlane

Seconded: Lucy Rohl

Carried

One abstention (Jason Kim)

8.2. Representation Board Agenda

Motion: That the Representation Board recommend changes to its constitution and/or Guild By-Laws to the Legal Committee for the following purposes:

- Establishing duties and responsibilities for the Chair of the Representation Board.
- Evaluating and updating any other sections deemed appropriate by Legal Committee.

Lucy Rohl spoke about the importance of making sure the terms used in the constitution were up to date. Lucy said that it was important to outline the role of Chair of Representation Board. Lucy commented on the draft duties and responsibilities item about submitting a report to the Representation Board noting this was voluntary. Jesse said that the Chair of Representation Board was remunerated for two hours a week and said that the role was left vague so as not to be too prescriptive on someone's time. Dylan said the document would be recommended to Legal Committee and he had prepared a rough draft of what the duties and responsibilities could look like.

Resolved RB-30-21

Moved: Clare Metcalf.

Seconded: Lucy Rohl

Carried

9. General Business.

Bridge Truell requested suspension of standing orders.

Carried.

Motion. The Representation Board stands in solidarity with the people of Afghanistan both those still there and those fleeing and with the Afghan communities of Australia.

Moved. Bridge Truell.

Seconded. Madison Ainsworth

Solidarity with Afghanistan

Preamble: On August 15th, as US troops withdrew from their 20-year occupation of Afghanistan, the capital city of Kabul was captured by Taliban forces. A number of violent clashes have occurred in the following days, with many residents of Kabul and other captured areas retreating to their homes and thousands flooding to the Kabul Airport after the Taliban claimed all border crossings. Negotiations between the government and the Taliban are ongoing, but it currently appears that unconditional surrender from the current government will be accepted. The restoration of Taliban rule is concerning for a variety of reasons and many Afghans (particularly women) have begun speaking out on the dangers this situation represents for them, their families, and their city.

Actions:

- The Representation Board stands in solidarity with the people of Afghanistan (both those who are still there and those currently fleeing) and with the Afghan communities of Australia.

- The Representation Board reinforces its stance that the right to seek asylum is a fundamental human right, welcomes those who have arrived in Perth this evening, and encourages our State & Federal governments to extend this support to as many affected people as possible.
- The Representation Board endorses the WA Peaceful Rally in Solidarity with Afghanistan that is taking place this Sunday at 11am in Forrest Chase.

Chris MacFarlane spoke about the role of Australian Government. He was concerned about the rally in case it called for Australian military to remain in Afghanistan.

Chris requested an amendment to the motion.

"The representation board supports future actions that oppose the occupation and demand the Australian Government give permanent protection to Afghan refugees."

Resolved RB 31-21

Motion:

The Representation Board stands in solidarity with the people of Afghanistan (both those who are still there and those currently fleeing) and with the Afghan communities of Australia.

The Representation Board reinforces its stance that the right to seek asylum is a fundamental human right, welcomes those who have arrived in Perth this evening, and encourages our State & Federal governments to extend this support to as many affected people as possible.

The Representation Board recognises the disastrous role played by the US and Australian occupation of Afghanistan

The Representation Board supports future actions that oppose the occupation and demand the Australian Government give permanent protection to Afghan refugees

Moved: Bridge Truell

Seconded: Madison Ainsworth

The amendment was amendable to Bridge and Madison.

Carried

Jesse Naylor Zambrano spoke about a concept for a student central building on campus. She asked the committee for their feedback about what facilities and uses it could have. Suggestions included a student kitchen, online class areas, projector facilities for presentations, rooms for clubs; food vending machines, café, clubs storage, equity rooms similar to spaces in the library, relaxation spaces, and course specific common room. Another suggestion was to have space for welfare organisations to use. Jesse suggested the committee members email her with any additional feedback.

Meeting closed 7.18pm.

10. Next Meeting

The next ordinary meeting of the Representation Board is TBC at 6pm to be held at Council

Chambers. Documents and motions are to be submitted no later than 4:30pm on Thursday the 16th of September to secretary@guild.curtin.edu.au

MINUTES

1. Acknowledgement of the Traditional Owners

"The Curtin Student Guild would like to pay our respect to the Aboriginal and Torres Strait Islander members of our community by acknowledging the traditional owners of the land on which the Bentley Campus is located, the Wadjuk people of the Nyungar Nation; and on our Kalgoorlie Campus, the Wongutha people of the North-Eastern Goldfields. We acknowledge and respect their continuing culture and the contribution they make to the life of this university, city and this region."

2. Attendance

- 2.1. Members Present; Dylan Botica; Jesse Naylor Zambrano; Lucy Rohl; Madison Ainsworth; Michael Farrell (online); Sofia Gonzalez Torres; Hameed Mohammed; Jason Kim (6.06pm) Bridge Truell (6.09pm) Cassidy Pemberton; Clare Metcalf; Chris MacFarlane; Isabel Mountain; Cherry Chen; Shaniqua Cutinha (6.11pm) ; Dax Jagoe (6.16pm)
- 2.2. Others Present; Maryanne Shaddick (minute secretary)
- 2.3. Apologies and Leave of Absence;
- 2.4. Absent; Ali Rose Bolton

The resignation of First Nation Officer Iona McGuire was noted.

3. Disclosure of any potential or perceived Conflicts of Interest. None

4. Minutes of the Previous Meeting:

4.1. Previous Meeting Minutes:

Motion: That the Representation Board approves the minutes of the previous meeting, held on 19/08/2021, as a true and accurate record of the proceedings.

Moved: Lucy Rohl

Seconded: Madison Ainsworth

Carried with the correction that Shaniqua Cutinha's name be added to the list of attendees.

5. Matters Arising from the Minutes. None

6. Items Not for Discussion. None

7. Reports

1. President – Submitted. Jesse Naylor Zambrano spoke about the International Students speak out. Jesse noted that Curtin was communicating to international students. Curtin was looking at coordinating an engagement group to support

students and there would be more directed support from Curtin Connect. It was noted that Curtin was negotiating a new enterprise bargaining agreement with staff. Lucy Rohl said that there was an expectation by Curtin that international students would return in February 2022 Jesse spoke about VC response to the Guild's Tuition Free campaign. There was information provided about a student who had their CRL (credit for recognized learning) revoked by Curtin. There was discussion about structural change needed to engage First Nations students within the Guild and about organising cultural sensitivity training as part of student representative handovers. Hameed Mohammed said postgraduate offshore students had not heard from Curtin. The new ISC President would follow up with Curtin. There was discussion about the Learning for Tomorrow implementation, which had been moved to faculty level. There was discussion that the Guild would develop a best practice guide and talk to deans of faculties and heads of school. There was discussion about the Guild's approach to the university to change the default search engine to Ecosia.

1.1. Briefing Note – \$20,000 Club Funding.

2. Vice President – Education – Not Submitted. Bridge Truell updated the committee about work on the unit outline review, Excellence in Teaching Awards and Learning for Tomorrow at the faculty level.
3. Faculty of Business and Law Representative – Submitted. Dylan Botica noted that he published a unit outline survey that received 23 responses gathered and identified 30 units requiring attention. The feedback was incorporated into the feedback sent out with Student Consultative Committee report. There were broader issues with assessment design particularly in Accounting and Law. Law had problems with the delivery of exams. Dylan was following up with Law School Director of Learning and Teaching. Jason asked about Dylan's involvement with actions arising from the student consultative meetings. Dylan said he would attend or if he had not he would find out and follow up about issues from the summary report sent out after meetings. Dylan said he picked up significant issues with units and the way the faculty was resourcing units. There was discussion about the feasibility of using Board Effect at the Guild. It was something for Executive members to review. There could be time saving potential and efficiencies for uploading reports. There was concern about the cost if the Guild could not use the Curtin licence and the potential for Curtin to have oversight of confidential reports. Board Effect did not appear to have accessibility features.
4. Faculty of Science and Engineering Representative – Submitted. Jason Kim said that one of his KPIs, number 9 bridging the cultural gap would not be finished due to time constraints. It was noted that 25 people were recruited and there were 15 active SEC participants. There were meetings twice a semester with the addition of online travel restricted participants. Jason reported on the Student Hub meeting in which some club representatives attended. It was noted that Engineering students felt unhappy about how they were treated by other club members. With regard to staff cuts, Jason noted that there were 22 areas of concern within the faculty and that he was working with student experience officer. Jason would like to create a public platform to raise concerns. Chris Macfarlane asked how many people had lost jobs. This information was not known. It was noted that Evaluate data found student satisfaction concerns in Science and Engineering.
5. Faculty of Health Sciences Representative – Submitted. Lucy Rohl discussed opportunities to get some students on faculty working parties and committees. Lucy spoke about the proposal from the Manager of Student Engagement for Health Sciences, Kelly Nowak, to implement a Faculty Common Free Time. It was noted that a letter had been sent to the Health Minister in relation to the issue of shortage of nurses in WA hospitals. Jesse raised the issue of the number of meetings faculty representatives attend and whether they were sitting on the correct committees.
6. Faculty of Humanities Representative – Submitted. Madison Ainsworth spoke about the We Are Important campaign. There was discussion about the impact of

blended learning on Humanities. There was discussion about whether there would be further cuts to staff in the faculty.

Student Assist – Submitted. There was a query about whether the laptop loan scheme was still running

7. International Students Committee President. New president Sophia Gonzalez was welcomed to the Representation Board.
8. Postgraduate Students Committee President. Hameed Mohammed noted that he was working on his KPIs. Hameed was working with Bridge Truell and Lucy Rohl with regard to more graduate programs for health science students. There was discussion about KPIs and it was noted that there was no one on the PSC committee. Hameed said he was lacking support and that the committee roles needed to be filled. Hameed asked if representatives would promote the PSC on their social media pages. Jason suggested creating messaging about how to join the PSC.
 - 8.1. KPIs
9. Queer Officer – Submitted. As tabled. It was noted that there was going to be a Queer Department roll out of bathroom stickers and all volunteers were welcome. Dax Jagoe noted an expression of interest for Pride had been submitted.
10. Women’s Officer – Submitted. Cassidy Pemberton spoke about the National Student Safety Survey saying that concerns had been raised about some confronting questions. It was noted that there was a 9.7% response rate at Curtin. The Respectful Relationships module was to be updated. A recent movie night attracted 15 people. Cassidy noted that they were helping a student with a harassment complaint.
11. First Nations Officer – Vacant. Cassidy Pemberton noted that it was concerning that no-one was staying in the role. Jesse said that structural changes were needed at the Guild to accommodate a First Nations Officer. CAS recommended co-officers. There needed to be consultation with First Nation students. The artist who painted the First Nations mural provided feedback that words like “officer” and “department” were alienating for First Nation people. Dylan asked about how many First Nation people are employed by the Guild. There was discussion about how many First Nation students were enrolled. Hameed asked about cultural safety and inclusivity. Jesse spoke about feedback from Lulkbudia Mclean, a former First Nation officer. Lulkbudia said it was difficult being the only First Nation student at the Guild. The pay for equity officers was not enough to support themselves in. There was a lack of structure at the Guild, no desk or set times she had to be there. As well, Lulkbudia felt it was not appropriate for her to speak on behalf of all First Nations people.
12. Accessibility Officer – Submitted. Clare Metcalf said that they had been approached in relation to an event idea, a thesis boot camp aimed at those with ADHD, which would be the idea of body doubling to help people focus. It would be a catered event. Jesse Naylor Zambrano asked about what manually activating a CAP is about. New database system where CAPS will be automatically sent to tutors and UCs unless students decide to choose who to send the CAPS out to. No CAP PDFs by email. Student will receive a copy via PDF but this is not the official document. Dylan Botica asked about the goals of the Abilities Collective at Curtin. Clare sent support, representation and positive change without people having to talk about disabilities, connections, creating a community some of the goals.
13. Higher Education Developments – Submitted. Lucy Rohl raised the issue of whether Guild had a stance on vaccination. Dylan Botica suggested this be moved to General Business
14. Chair of the Representation Board. No questions.

15. Motion: That the Representation Board notes the reports.

Moved: Cassidy Pemberton

Seconded: Lucy Rohl

Carried

8. Items for Discussion and Resolution

8.1. We Are Important Campaign

That the Representation Board endorses the Humanities Campaign “We Are Important” as it:

- Reaches out to students to gain their perspective on their treatment as a Humanities student
- Co-Hosts a National Day of Action with the National Union of Students (NUS)
- Collaborates with other Student Unions across Australia
- Publishes an Open Letter addressed to University management and the Federal Education Minister Alan Tudge

With the goal of bettering the quality of education provided to Humanities students with three demands:

- Increase funding for humanities courses and staff!!
- End the cuts to our courses and units!
- Give our courses the recognition they deserve!

Moved: Madison Ainsworth

Seconded: Bridge Truell

Carried

Madison spoke to this motion. It was important that faculty representatives were entering the national space and engaging with larger movements.

Michael Farrell left at 7.15pm. Back 7.19pm

Cassidy Pemberton noted that it was difficult to work with the NUS and asked with whom Madison was coordinating. Madison Ainsworth said that Chris Hall was the NUS contact. Chris MacFarlane said that the campaign should be wider than humanities. If it was only humanities, it should be a local campaign. Chris MacFarlane said it was best to focus on what was happening on campus. Madison said the individual campus campaigns were running as well. Shaniqua said that the original goals of the campaign might be overlooked if it was too broad. Hameed Mohammed said that the PSC was happy to be part of the campaign. Madison said that the campaign was focused on Curtin. There was discussion about the demands of the campaign. Dylan spoke about running the campaign through the Representation Board and unlocking representation Board funding.

9. Meetings of Committees

9.1. Women's Collective – Meeting held on 20/07/2021

Motion: That the Representation Board notes the minutes of the meeting

Moved: Cassidy Pemberton

Seconded: Lucy Rohl

Carried

10. General Business

Position on mandatory vaccination for students. Chris MacFarlane felt that it was important that people took a stand and discussed the protests in Melbourne. Guild should push students to be vaccinated. There was a discussion about whether to bring a motion to this meeting or deal with it by circular motion or at the next meeting. It was noted by Maryanne Shaddick that the Guild had already communicated information to students about being vaccinated.

Motion to suspend standing orders. Carried you absolute majority.

Motion: That the Representation Board recognises the importance of strong health measures including lockdowns in combating the pandemic.

In the wake of the recent far right and anti-vax demonstrations in Melbourne, the Representation Board recognises that every student and staff member has a right to a campus safe from the pandemic and strongly encourages all students and staff, who are able, to get vaccinated.

The representation board also strongly condemns the attacks made by far right and anti vax demonstrators on the Victorian CFMEU offices, and calls on other unions to push their members to get vaccinated.

Action: The Guild will make posts on its social media accounts and around the Guild precinct encouraging students to get vaccinated. These posts/posters should make use of the Campaign against Racism and Fascism's slogan "Pro Vax, Pro Union, Anti Fascist".

Moved: Chris MacFarlane

Seconded: Bridge Truell

Discussion about standing in solidarity with unions and hijacking of issue by right wings.

Motion amended to add the word vaccinations

That the Representation Board recognises the importance of strong health measures including lockdowns and vaccinations in combating the pandemic

This was amendable to Chris

Hameed said the communication should be an education campaign.

Maryanne Shaddick said that the communication should be information based, simple and straight forward.

Madison and Lucy said that the information should be information based.

Shaniqua said not all students like political messages. They would engage more with an information campaign.

Sophia said should not push information to students in a political way. Need to educate them.

Hameed said rules for international student vaccination were not fair. Jesse said this was Gov't policy.

Cassidy said the Guild could have an information campaign and make a statement.

Lucy proposed an amendment that "posters may take inspiration from Pro Vax etc"

Action: The Guild will make posts on its social media accounts and around the Guild precinct encouraging students to get vaccinated. These posts/posters should take inspiration from the Campaign against Racism and Fascism's slogan "Pro Vax, Pro Union, Anti Fascist".

This was amendable to Chris

Carried . One abstention Jason Kim

Jesse said the draft determination of remuneration had been published for consultation. Email feedback to Jesse.

Jesse said she was looking for student participation at the Staff Student Tuition Free event. Needed a co-lead on the campaign.

Next Meeting

The next ordinary meeting of the Representation Board is Thursday, 21 October at 6pm to be held at Council Chambers. Documents and motions are to be submitted no later than 4:30pm on Thursday the 14 October to secretary@guild.curtin.edu.au

Meeting closed at 8.05pm.



Student Guild of Curtin University

Executive Committee - Meeting #22

Held at 2:10pm on Friday the 6th of August 2021

Location: WebEx

MINUTES

Meeting opened at 2:16pm.

1. Acknowledgement of the Traditional Owners

“The Curtin Student Guild would like to pay our respect to the Aboriginal and Torres Strait Islander members of our community by acknowledging the traditional owners of the land on which the Bentley Campus is located, the Wadjuk people of the Nyungar Nation; and on our Kalgoorlie Campus, the Wongutha people of the North-Eastern Goldfields. We acknowledge and respect their continuing culture and the contribution they make to the life of this university, city and this region.”

2. Attendance

- a. Members Present; [Jesse](#), [Fatma](#), [Lachy](#), [Bridge](#)
- b. Others Present;
- c. Apologies and Leave of Absence;
- d. Absent; [Dylan](#)

3. Disclosure of any potential or perceived Conflicts of Interest

[Lachy](#) raised that he is a member of the Model Train Club Curtin and will not vote.

4. Significant Items

- a. Simple Renewals

• CANPAMS

EC#40/2021

Motion: The Executive Committee authorises Lachlan Lee to fill in the necessary documents for the renewal of the discussed club.

Moved: [Jesse Naylor Zambrano](#)

Seconded: [Lachlan Lee](#)

No issues are raised with the club.

Vote conducted. Motion passes.

b. New Club EOIs

- Model Trains Club Curtin

EC#41/2021

Motion: The Executive Committee authorises Lachlan Lee to fill in the necessary documents for the new club approval of the Model Trains Club Curtin.

Moved: [Bridge Truell](#)

Seconded: [Jesse Naylor Zambrano](#)

Lachy noted that the recommendation of the clubs officer is to renew, subject to membership fees being stated.

Fatma queried if the intention of the club is genuinely to focus on model trains. Lachy stated that it is.

Jesse queried if the activities of the club would cater to model train enthusiast or would just be model train themed. Lachy said that it will have actual model trains involved.

Vote conducted. Motion passed.

- Curtin Musicians Club

EC#42/2021

Motion: The Executive Committee authorises Lachlan Lee to fill in the necessary documents for the new club approval of the Curtin Musicians Club.

Moved: [Jesse Naylor Zambrano](#)

Seconded: [Lachlan Lee](#)

Fatma noted that the clubs officer recommendation was to approve the club.

Lachy said that the Acoustic Music Club collapsed as it failed to renew, part of this was due to a poor handover.

Vote conducted. Motion passed.

7. General Business

[Managing Directors Contract](#)

Jesse asked if the exec have any questions for her to ask David or any opinions for her to consider. Bridge and Lachy said they have nothing to add.

Jesse clarified that the negotiations would work off the guidelines from the Guild Council motion.

Guild Ball

Lachy said that he and the events team took a tour of the ball location – Optus Stadium. It is very fancy and schwanky.

8. Next Meeting

The next meeting of the Executive Committee will be held on Thursday 12th of August 2021 at 2pm in the Bridge.

Meeting closed at 2:33pm.