



1.0 WELCOME AND OPENING

Owen welcomed all Councillors, directors and observers and proxies and acknowledged that UWA is situated on Nyoongar land and paid his respects to elders past and present, and acknowledged the Nyoongar people remain the spiritual and cultural custodians of their land and that they continue to practice their beliefs, languages, values and knowledge.

1.1 Attendance

Tom Henderson (Guild President), Cam Fitzgerald (Vice-President), Sam Shipley (Secretary), Daniel Jo (Treasurer), Lizzy O'Shea (Ed Council President), Maddie Mulholland (SOC President), Bec Doyle (Women's Officer), Max Riley (Welfare Officer), Bryn Howells (Environment Officer), Michael Morrissey (Guild Sports Representative), Kenneth Woo (ISS & OGC), Owen Myles (Chair & OGC), Alex Bennet (OGC), Rida Ahmed (OGC), Merredith Cully (OGC), Jonathan Lo (OGC), Aiden Depiazzi (OGC), Millie Dacre (OGC), Francois Schiefler (OGC), Laura Clappinson (Queer Officer), Natalia Verne (Queer Officer), David Raithel (PSA President).

1.2 Apologies

Honny Palayukan (PAC President), Bryn Howells (Environment Officer), Richie Wu (OGC), Rebecca Lawrence (OGC).

1.3 Proxies

Samuel Shenton (for Honny Palayukan), Michael Morrissey (for Richie Wu), Joshua Bamford (for Bryn Howells).

1.4 Observers

None.

Owen moved to accept all attendances and proxies. Attendances and proxies accepted.

2.0 DECLARATIONS OF POTENTIAL OR PERCEIVED CONFLICTS OF INTEREST

3.0 CONFIRMATION OF PREVIOUS MINUTES

3.1 Guild Council Meeting 18th December 2013

3.2 Guild Council Meeting 26th February 2014

3.3 Guild Council Meeting 26th March 2014

3.4 Guild Council Meeting 30th April 2014

3.1-3.4 approved via circular.

4.0 BUSINESS ARISING FROM PREVIOUS MINUTES

5.0 DIRECTORS' REPORTS

5.1 Managing Director's Report

Wayne noted that:

- The Tavern and Bookshop Report from the GM of TAG had now been received and will be considered by the Review team.
- The Staff satisfaction survey has been completed. Overall results were encouraging and this will be considered at the next Executive Management Committee meeting.
- A Professional Development Strategy for staff is being developed.
- The 2013 audit progress report would be conducted "in camera".
- The separate progress reports under item 5.1 for Guild Student Central Hub Project and Enterprise Bargaining Agreement were noted.

A procedural motion was moved to move into camera. Motion passed.

5.2 Finance Report

Wayne noted that:

- The May 2014 Year to date "Cash from Operations" result was \$181,000 ahead on budget.
- Most of the Capital Expenditure (CapEx) is related to CapEx approved in 2013.

5.3 Catering Director's Report

Ken noted that:

- The May 2014 Year to date net profit for Catering was \$90,000 favourable and for Tavern was \$25,000 unfavourable.
- There have been extra sales since the Reid Library Café refurbishments.
- The trial in providing extra trading hours in the library cafés during exams was well received by students. Sales were able to sustain the extended trading hours.
- The next project is to upgrade the equipment at Guild Village Café.

5.4 Director of Student and Corporate Services Report

Tony noted that:

- The D&SC team has been preparing for semester 2, including mid-year orientation.
- Website development is coming along well - the IT planning proposal will be brought to Council.
- Student Assist has been working with faculties to promote the services available.
- The social media calendar is doing well, as is social media engagement.
- Contents insurance cover for clubs was reviewed at SRC. Reducing the excess would result in a much higher premium, which did not have a feasible cost/benefit outcome. Insurer recommended better security measures and manage the areas for smaller clubs. A guide will be put on the Guild website outlining how to make insurance claims.

Owen moved a procedural motion to consider items 8.1 and 8.2. Motion passed. Normal procedure of meeting then resumed.

6.0 REPORTS

6.1 Guild President

Report as tabled. Tom said that on Monday the Vice-Chancellor received a letter from the Government saying that the Commonwealth-supported places for Cycle 2 courses will continue to be supported and that the University will receive the quota as was agreed in 2009. He said this was great news for those looking to do post-graduate courses such as the Juris Doctor or Masters of Agriculture.

6.2 Vice-President

Report as tabled. Cam said he had worked with Tony and Jess to create a training framework, including a transition document for student reps. He said he would circulate the document for comments.

6.3 Secretary

Report as tabled.

6.4 Treasurer

Report as tabled.

6.5 Education Council President

Report as tabled. Lizzy said there were around 80 nominations for Teaching Awards, which closed on the weekend. She said NUS Education Conference is just over a week away and that she would love help from anyone who is willing.

6.6 Public Affairs Council President

Report as tabled.

6.7 Societies Council President

Report as tabled. Maddie asked that Office Bearers emailed the SOC VP Kaila with position descriptions for the SOC Dashboard, which will go up on the new website.

6.8 Women's Department

Report as tabled. Bec said that Lizzy, Chloe Jackson and herself had changed the Club Training relating to sexual assault at events, which included content such as drink spiking and consent. She said they requested that two more modules were added to improve the training. She said the Club Training would run again for Semester 2 and then again at the start of next year.

6.9 Welfare Department

Report as tabled.

6.10 Environment Department

Report as tabled. Joshua Bamford (proxy for Bryn) said that the Urban Orchard and Community Gardens have been planted in the Guild Village and Ref courtyards.

6.11 International Student Services

Report as tabled.

6.12 Queer Department

Report as tabled. Laura said there had been 125 responses for the Queer Department's 'Gender, Sexuality & Romantic Orientation Survey', which she said is really great.

6.13 Guild Sports Representative

No report submitted.

6.14 Postgraduate Students' Association

No report submitted. David said that he attended all of the Student and Staff Forums regarding the Federal Budget. He said he had met with people within the University to discuss to the Research Training Scheme Cuts and the introduction of the \$3900 fee for the Higher Degree by Research students, to ensure that the University reacts the right way.

6.15 Residential Students' Department

No report submitted.

6.16 Aboriginal & Torres Strait Islander Students

No report submitted.

6.17 UWA Sports Council

No report submitted.

7.0 QUESTION TIME

8.0 MOTIONS ON NOTICE

- 8.1** That Council approves the SRC proposal that capital expenditure of \$69,000 be applied to the proposed refurbishment of the Guild Village Café to address compliance issues and create service improvements.

Moved: Tom Henderson; Seconded: Daniel Jo.

Wayne outlined that the Guild Village Café upgrade proposal features addressing compliance needs, service improvements and profit growth opportunities. The approach would use the successful implementation model recently used at Reid Café. It is a project that fundamentally re-invests cashflows coming out of catering operations and is in line with the Guild Catering Strategy.

Joshua Bamford (proxy for Bryn) asked whether the upgrade included a lighting upgrade in line with the Energy proposal by the Environment Officer. The MD confirmed that this upgrade did not extend to lighting as it was focused on compliance, service improvements and profit growth opportunities. The MD confirmed that the energy proposal for several energy savings initiatives was still being considered.

Daniel Jo confirmed that the expenditure was included in the capital budget.
The motion was put. **Motion 8.1 was passed unanimously.**

- 8.2** That Council approves the SRC proposal for the Mid Year Budget Review.
Moved: Tom Henderson; Seconded: Daniel Jo.

Tom introduced the MYBR. Wayne noted that the MYBR included a favourable adjustment to Cash from Operations of \$34,000 and this was considered conservative, as the May YTD favourable variance against budget was \$181,000.

Daniel said the Guild is tracking well to produce a small surplus by the end of the year. He said he was more than happy for people to come and see him or Vishal with any concerns or questions they may have.

The motion was put. **Motion 8.2 passed unanimously.**

- 8.3** That Guild Council meeting minutes shall no longer require a word-for-word transcript of the meeting; instead the minutes shall contain a summary of the key points made by each speaker.
Moved: Sam Shipley; Seconded: Tom Henderson.

Sam said the point of the motion is to make the process of taking, circulating and publishing the minutes more efficient. He said it would enable the Guild Secretary to publish the minutes far more quickly. He said that years ago a motion was moved stating the minutes must require a word-for-word transcript, and that a motion was required to undo this. He said that most professional organisations do not require a word-for-word transcript in meeting minutes and that the Guild was likely the only body within the University that did so. He said that it was important that the Guild remained transparent and suggested that if anyone would like a word-for-word transcript for a particular part of the meeting that they move a procedural motion to request it. He said that a recording would still be taken and kept, to stay inline with record-keeping procedures. He said he was certain this would enable the minutes to be concise, whilst being an accurate representation of meetings.

Tom said the current process is very time-consuming and inefficient. He said that word-for-word transcripts were not used in University Senate or other meetings.

Aiden said he thought it was a great idea.

The motion was put. **Motion 8.3 passed unanimously.**

- 8.4** That Council approves a two-month extension to the previously approved deadline for the completion of NUS KPI's by the Governance Committee.
Moved: Owen Myles; Seconded: Max Riley.

Owen moved the Chair to Tom.

Owen said two months ago Governance Committee was directed by Council to write NUS KPIs. He said the timing was bad for Governance Committee, as they were pushing to finish Election Regulations. He said that more time was required to ensure they were written properly.

The motion was put. **Motion 8.4 passed unanimously.**

The Chair was moved back to Owen.

9.0 GENERAL BUSINESS

9.1 Other Business

Owen said he sent out an email about seeking feedback for NUS KPIs and asked for suggestions. He also requested that any suggestions for the Election Regulations be emailed to him.

10.0 CLOSE / NEXT MEETING

The next meeting will be held on Wednesday 30th July 2014 at 6.00pm. Please contact the Guild Secretary (secretary@guild.uwa.edu.au) with apologies or proxies. All office bearers will be available from 5.30pm. If unable to attend, please advise which dates you are available to reschedule if a quorum cannot be met.