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111th GUILD COUNCIL
OLIVIA STRONACH AND MATTHEW HARRIS
ACCESS DEPARTMENT
GUILD COUNCIL REPORT FEBRUARY
28/02/2024

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SUMMARY

February was spent finalising preparations for the upcoming semester as well as O'Week. We were also able to have productive meetings with ADHD WA and UniAccess which has given us hope for the coming year and the projects that we hope to complete. The interest that the department received on O'Day was also very motivating particularly for members of our committee.

MEETINGS ATTENDED

<i>Date</i>	<i>Meeting</i>	<i>Purpose</i>
31/01/2024	Christopher-John Daudu (PSA President) – Olivia	Continued discussions about the Accessible Education Guide and discussed other groups that are worth consulting.
02/02/2024	Shreya Bhardwaj (Tenancy Chair) & Nic Charnley (Tenancy Executive Officer)	Discussion about the upcoming tenancy reallocation particularly accessibility concerns relevant to the location of the Access Department room.
02/02/2024	Access Department Committee Meeting	Discussed committee matters such as upcoming events for the year and upcoming Guild events for O'Week.
06/02/2024	Indi Creed (Guild President) – Olivia	Discussion of presentation of last council's Easy English motion to the Academic Board as per recommendation from Pro-Vice Chancellor of Diversity, Equity, and Inclusion. Also discussed accessibility concerns with the proposed changes to special consideration.
19/02/2024	Equity and Diversity Committee Meeting – Matthew	Presented the early draft of the Accessible Education Guide for discussion as well as the 2015 Equity and Diversity Guidelines.
21/02/2024	Access Department Committee Meeting	Discussed committee matters such as a debrief after Guild on the Green and any other preparation needed for O'Day. Also discussed details of upcoming events.
22/02/2024	Antonella Sagre (ADHD WA CEO)	Discussion of the work that ADHD WA does as well as the existing supports that are provided to UWA students with ADHD. ADHD WA is keen to assist the Access Department in the running of some events during the year which will be finalised soon.
22/02/2024	Blaise Kost and Hayley Hutchinson (UniAccess)	Discussion of ideas and plans for the Access Department in 2024 and how UniAccess can support these plans. Additionally, UniAccess provided some feedback on the more general projects that we aim to accomplish during the year

		and staff members at the University who may be able to assist.
22/02/2024	Jelena Kovacevic (Chair of Guild Council)	Discussed proposed changes to the Access Department regulations which Jelena plans to take to Governance for further discussion. We also discussed proposed changes to the running of autonomous department elections.

PROJECT UPDATE

O'Week / O'Day

- O'Day and Guild on the Green were overall a success – there seemed to be a fair amount of interest in what the department is and what we do.
- We also helped to raise awareness of the prevalence of disabilities within the Australian community through short quiz questions students could answer to win a Mentos.
 - Many people were surprised at how common disabilities are and just how many people in the community are carers – hopefully this encourages them to take accessibility more seriously.

Student Leadership Training

- SLT presentations have been going well so far – information seems to be useful.
- Aiming to educate club executives on:
 - Why event inclusivity is so important.
 - How the Access Department can assist clubs in ensuring that events are inclusive.
 - Areas to consider during event planning that impact inclusivity.
- Have been sharing Disability Awareness Training link with club executives at SLT sessions as well.

Accessible Education Guide

- Has been raised at the Equity and Diversity Committee meeting and is now being worked on by the Access Department committee.
- UniAccess are also keen to have input when there is a finalised draft.

Accessible Clubs Guide

- Currently being worked on by the Access Department committee.
- UniAccess are also keen to have input when there is a finalised draft.

Medical Waste Bins

- UniAccess are currently following this up to see what needs to be done after the project was inactive last year (they have also had a change in manager).

Awareness of UniAccess

- After our meeting with UniAccess, they are keen to assist in the organization of an information session aimed at helping students find out more about what UniAccess does and how they might be able to help students.
- We hope to have a session early in the semester so students can begin to receive assistance before their mid-semester exams and can iron out any changes before their end of semester exams and assessments.

FINANCES

FINANCIAL ROW	AMOUNT YTD (JAN 2024)	BUDGET ALL YEAR AMOUNT (JAN 2024 - ADJUST 2024)	AMOUNT REMAINING IN BUDGET
Gross Profit	\$0.00	\$0.00	\$0.00
Expenses			
ADMINISTRATIVE EXPENSES - ADMINISTRATIVE EXPENSES			
305016 - Orientation Week	\$0.00	\$227.00	\$227.00
305068 - Orientation Day Expenses	\$135.41	\$320.00	\$184.59
305079 - Theme Week	\$0.00	\$740.00	\$740.00
305080 - Activities and Functions	\$0.00	\$740.00	\$740.00
305083 - Advertising & Promotion	\$0.00	\$110.00	\$110.00
305147 - General Expenses	\$0.00	\$54.00	\$54.00
305155 - Interior decoration	\$0.00	\$84.00	\$84.00
305180 - Printing & Stationery	\$0.00	\$35.00	\$35.00
305187 - Software Digital	\$5.26	\$72.00	\$66.74
305207 - Special Projects	\$0.00	\$1,350.00	\$1,350.00
Total - ADMINISTRATIVE EXPENSES - ADMINISTRATIVE EXPENSES	\$140.67	\$3,732.00	\$3,591.33
Total - Expenses	\$140.67	\$3,732.00	\$3,591.33
Operating Profit	-\$140.67	-\$3,732.00	-\$3,591.33
Net Profit/(Loss)	-\$140.67	-\$3,732.00	-\$3,591.33

ACHIEVEMENTS

- Appointment of 2024 committee and filling of all executive roles.
- Sharing of Disability Awareness Training with Guild council and successful completion by Guild councillors.
 - This will also be implemented soon for Guild staff thanks to Jenny (HR).
- Raised accessibility concerns for the proposed changes to special consideration and contributed to the Special Consideration Feedback report compiled by Indi (Guild Pres.) and CJ (PSA Pres.).
- Have raised and continue to raise awareness of disabilities within the community, helping to emphasise the importance of accessibility.

DISCUSSION POINTS

- We continue to Guild councillors to share Disability Awareness Training with their committee members available: <https://disabilityawareness.com.au/courses/introduction-to-disability-awareness/>
- We continue to encourage Guild councillors to prioritise accessibility in events planned for the upcoming year – please reach out to Olivia or Matt if assistance is desired.
- As we work to raise awareness of UniAccess and the supports they offer, any assistance by members of council in spreading information is appreciated. Additionally, if there are recommendations on how we could more effectively spread this information please reach out.

Regards,



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