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111th GUILD COUNCIL
OLIVIA STRONACH AND MATTHEW HARRIS
ACCESS DEPARTMENT
GUILD COUNCIL REPORT MARCH
25/03/2024

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SUMMARY

This month the Access Department has begun to finalise our plans for Access Week. The committee is very excited for the events that we are planning, and we hope that the Access Community will enjoy them as well! We are also considering how we might work together with other Guild Departments to achieve common goals this year.

MEETINGS ATTENDED

Date	Meeting	Purpose
27/02/2024	SOCPAC Meeting – Olivia	Gave a brief overview of event accessibility to club executives as well as outlining how the Access Department can assist.
29/02/2024	Paige Brandwood (Women’s Officer)	Discussed upcoming events for the Women’s Department and how accessibility can be considered.
03/03/2024	Access Department Committee Meeting	Discussed committee matters and finalised moving into our new room.
07/03/2024	Student Services Committee Meeting – Olivia	Discussed committee matters.
08/03/2024	Lauren Kohlen (Wellbeing Officer)	Discussed how the Wellbeing Department and Access Departments can work together on overlapping areas.
08/03/2024	Access Department Committee Meeting	Discussed committee matters.
11/03/2024	Education Council Meeting – Olivia	Raised the upcoming Accessible Education Guide to faculty societies so that they can contribute as well as briefly raised points on best practice for inclusive events.
14/03/2024	NUS Disability Officers Meeting – Olivia	Discussed collecting data around student’s experiences of ableism as well as some more details for upcoming conference. Also discussed accessibility plans at other universities.
15/03/2024	Access Department Committee Meeting – Olivia	Discussed committee matters.
18/03/2024	International Students Department and Access Department Meeting – Olivia	Discussed how the Access Department and International Students Department might work together to make international students aware of supports at university as well as encouraging them to access them.
19/03/2024	Indi Creed (Guild President) – Olivia	Discussed Academic Board motion based on Easy English motion to Guild Council.
21/03/2024	Equity and Diversity Committee Meeting – Olivia	Discussed committee matters.
22/03/2024	Shannon Dwyer-Owens (Senior Alumni Engagement Co-Ordinator) – Olivia	Discussed a plan on getting alumni involvement for Access Week.
22/03/2024	Illey Johnson (WAMSS Welfare VP), Viet (WAMSS Access Officer), and Khin Sek Hnin (WAMSS Access Officer) – Olivia	Discussed how the Access Department might be able to work with the WAMSS Access subcommittee and support medical students with accessibility needs.

22/03/2024	Access Department Committee Meeting – Olivia	Discussed committee matters.
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PROJECT UPDATE

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

- Currently being worked on by the Access Department committee.
- Discussed this guide with Education Council and we are keen for faculty societies to have input on this guide when it reaches a more finalised stage.
- 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.
- We have informed clubs at SOCPAC that we are interested in any feedback on the existing Accessible Clubs Guide that is available on the Guild website as well.
 - We hope that the new guide will be as useful as possible to clubs particularly if they contribute feedback on what is useful information / doesn't work for them.

Medical Waste Bins

- Awaiting updates from UniAccess.

Awareness of UniAccess

- Have postponed hosting an information session due to the long waiting lists that are currently in place for appointments with UniAccess.
- Currently planning on launching a social media campaign.
 - The International Students Department has also provided some suggestions on areas we could cover in our campaign.

Access Community Bonding

- Running a weekly event in the Access Department room aimed at:
 - Encouraging people to come up the room and find it.
 - Giving students a chance to meet other members of the community and make new friends.
 - Spread awareness of the Access Department's existence.
- So far this has gone quite well – there has been unexpectedly high turnout including students who were not previously involved with the Access Department.
 - Ran out of seating during the first event (we have now secured more seating for the room)!
- We are looking at establishing a regular collaboration with Unigames, particularly since Cameron Hall remains inaccessible for many students.

Access Week

- Access Week will be running in Week 7 of semester from the 15th – 19th of April.
- We are continuing to plan the events for Access Week and have finalised the plans for some events.
- Continuing to reach out to external bodies to collaborate for Access Week.
- The current list of planned events includes:
 - A collaboration with the Undergraduate Philosophy Society.
 - A study skills night with ADHD WA in collaboration the Postgraduates Students Association.
 - A panel discussion with UWA alumni.

Academic Board Motion

- After the motion to the January Guild Council was presented, it was suggested that this motion could also be brought to the Academic Board to encourage change in the policies of the University.
- A briefing note is currently being prepared and the plan is to present this motion to the next meeting of the Academic Board.
- Indi Creed (Guild President) has been assisting with the drafting of this motion.
- The Access Department has also reached out to the NUS Disabilities Officer to see if there is any input she would like to have.

Survey of Student Experiences of Disability Discrimination

- The NUS suggested doing a national survey of all students across campuses.
 - The Access Department has decided against participating in this survey as it will be difficult to action data that is not specific to our university.
- Currently, we are planning survey questions and are aiming to publish the survey this semester to give us time to implement any actions.

Social Media

- Over last 28 days (24th Feb. – 22nd Mar.) compared with the previous period (27th Jan. – 23rd Feb.):
 - Reach:
 - Increase of 183% on Facebook (total 498).
 - Increase of 342.3% on Instagram (total 1.3k).
 - Profile visits:
 - Increase of 126.6% on Facebook (total of 290).
 - Increase of 211.4% on Instagram (total of 601).
- This is important as social media is one of the main methods available to us to reach students.

FINANCES

Financial Row	Amount YTD (Jan 2024 - Adjust 2024)	Budget All Year Amount (Jan 2024 - Adjust 2024)	Amount Remaining in Budget	Amount Remaining in Budget %
Gross Profit	\$0.00	\$0.00	\$0.00	0.00%
Expenses				
ADMINISTRATIVE EXPENSES - ADMINISTRATIVE EXPENSES				
305016 - Orientation Week	\$86.63	\$227.00	\$140.37	61.84%

305068 - Orientation Day Expenses	\$135.41	\$320.00	\$184.59	57.68%
305079 - Theme Week	\$0.00	\$740.00	\$740.00	100.00%
305080 - Activities and Functions	\$0.00	\$740.00	\$740.00	100.00%
305083 - Advertising & Promotion	\$0.00	\$110.00	\$110.00	100.00%
305147 - General Expenses	\$0.00	\$54.00	\$54.00	100.00%
305155 - Interior decoration	\$0.00	\$84.00	\$84.00	100.00%
305180 - Printing & Stationery	\$0.00	\$35.00	\$35.00	100.00%
305185 - Minor Assets	-\$647.25	\$0.00	\$647.25	0.00%
305187 - Software Digital	\$10.52	\$72.00	\$61.48	85.39%
305189 - Repairs & Maintenance	\$267.56	\$0.00	-\$267.56	0.00%
305207 - Special Projects	\$0.00	\$1,350.00	\$1,350.00	100.00%
Total - ADMINISTRATIVE EXPENSES - ADMINISTRATIVE EXPENSES	-\$147.13	\$3,732.00	\$3,879.13	103.94%
Total - Expenses	-\$147.13	\$3,732.00	\$3,879.13	103.94%
Operating Profit	\$147.13	-\$3,732.00	-\$3,879.13	103.94%
Other Income				
OTHER INCOME - OTHER INCOME				
103069 - Sundry Income	\$400.00	\$0.00	-\$400.00	0.00%
Total - OTHER INCOME - OTHER INCOME	\$400.00	\$0.00	-\$400.00	0.00%
Total - Other Income	\$400.00	\$0.00	-\$400.00	0.00%
Net Profit/(Loss)	\$547.13	-\$3,732.00	-\$4,279.13	114.66%

Screenshot of Netsuite for Verification:

FINANCIAL ROW	AMOUNT YTD (JAN 2024 - ADJUST 2024)	BUDGET ALL YEAR AMOUNT (JAN 2024 - ADJUST 2024)	AMOUNT REMAINING IN BUDGET	AMOUNT REMAINING IN BUDGET %
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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.
- 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.
- Establishment of a regular weekly event to bring students into the Access room as well as building a stronger sense of community for the Access Community.

DISCUSSION POINTS

- 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.
 - Please also let us know if there are specific areas that we might want to focus on for the benefit of minority groups represented by other Guild departments.

Regards,

A handwritten signature in black ink that reads "Olivia Stronach". The signature is written in a cursive, flowing style.

Olivia Stronach
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