



## 1. WELCOME AND OPENING

### 1.1 Attendance

Geemal Jayawickrama, Tanisha Kothari, Mutya Maraginot Joseph, Elaine Yan, Adam Elyousef, Aidan Mansfield, Kelvin Lee, Jack Spagnolo.

### 1.2 Apologies

Amitabh Jeganathan

### 1.3 Proxies

### 1.4 Absent

AM acknowledged the meeting is taking place on the land of the Whadjuk Noongar people and the Menang Noongar people of the Albany Campus, and that the Whadjuk Noongar people are the cultural and spiritual custodians of the land. AM paid respects to Elders past, present, and emerging. This land was stolen, and sovereignty was never ceded. Always was always will be.

## 2. DECLARATION OF POTENTIAL OR PERCEIVED CONFLICTS OF INTEREST

N/A

## 3. CONFIRMATION OF PREVIOUS MINUTES

N/A

## 4. BUSINESS ARISING FROM PREVIOUS MINUTES

N/A

## 5. BUSINESS COMPLETED VIA CIRCULAR

N/A

## 6. COMMITTEE BUSINESS

### 1.1 ICT Update.

KL says that yesterday was Beau's last day. The position is being actively recruited for with a number of candidates. In terms of general ICT business not much to say other than going through the normal day and making necessary adjustments while Beau's position is vacant.

KL says in terms of ICT renewal, an order was placed in December for ICT equipment for students, staff, and departments. We have received about half of the order, due to global shortages. Supplier estimates that we will receive everything by the end of May. Although this is not ideal, there is not much else we can do as there is not much supply elsewhere.



KL says supply shortages and shipping delays have pushed back the installation of the project endorsed by SRC to install displays for promotional material in the precinct and various outlets. At this stage we are looking at receiving everything this month. Supplier is seeking confirmation from the warehouse to provide an update.

AE asks KL when the electronic displays are expected to go up.

KL says the displays will go up within a week of arriving.

### **1.3. Screen Installations at Guild Lobby**

KL says we would like to put two more into the lobby to remove the clutter and allow flexibility in what we display and believes JS has spoken to the manager of the medical centre.

JS said in principle the medical centre manager would be happy to pay half the price for the screens in exchange to display half of the content. JS says he is hopeful that this will reduce the amount of clutter and blue tac in the lobby area. JS said that KL is currently looking into getting a quote and then adding an extra screen to the order for the lobby displays for the medical centre.

### **1.2. Finance Update**

EY says Finance is busy with the 2021 EOY auditing. The auditor is in house and aiming to have the process completed by the end of the month. EY is also reviewing the management account for February and is hoping to have it concluded by Friday. Two of the staff are leaving, and their last day will be on 25<sup>th</sup> of March. The Finance Department is busy preparing the new team members in the interim.

## **7. ANY OTHER BUSINESS**

MM says in the next meeting we will need to include the implementation of the pilot for the new POS system and will want to discuss a change in the employee centre as there is a solution which is potentially cheaper and more effective.

AM says that a new archivist has been recruited and will be joining the committee to provide an archives update on an ongoing basis.

## **8. CLOSE AND NEXT MEETING**

**Meeting closed at 12:10PM.**

Next meeting will be held on the 19<sup>th</sup> April 2022. Please contact the Committee Chair; Aidan Mansfield (vp@guild.uwa.edu.au) with any apologies or proxies. If unable to attend, please advise which dates you are available to reschedule if a quorum cannot be met.