

# MINUTES

## Equity & Diversity Committee



1:00pm 18 January 2018

### Attendance

#### Present

Hannah Smith (HS) (Chair and Proxy for RK)  
Megan Lee (ML)  
Dylan Perkins (DP)  
Fraser Windsor (FW)  
Tony Goodman (TG)  
Peter Watson (PW)  
Chloe Hynes (CH)  
Suchi Kaila (Proxy for AL)  
Jenny Ophel (JO)

#### Apologies

Roshni Kaila (RK)  
Basundhara Dutta (BD)  
Anthea Liu (AL)

### 1. Welcome and Opening

ML acknowledged that UWA is situated on Nyoongar land. ML paid her respects to Nyoongar elders past, present and future.

ML welcomed all attendees and accepted apologies.

HS joined the meeting as Chair in the absence of RK.

### 2. Confirmation of Previous Minutes

Confirmed

### 3. Business Completed Via Circular

Nil

### 4. Action Items Arising from Previous Minutes

4.1. Suggestions and focus for 2018 – Safety Plan and Code of Conduct. Committee to discuss further when RK is back.

### 5. Committee Business

5.1. CALD Mental Health – CH advised Welfare is working on a campaign with Access. ML updated the Committee on a proposed Chatbot that UWA are working on for LOTE students

Action: RK to meet with Pheobe Ho for updates on campaign

5.2. Student Parents on Campus – TG provided an insight into the compliance requirements of a Guild-run childcare facility. TG proposes the Committee provides analysis and feedback on the recent parents on campus survey to UWA.

It was suggested that UWA Parking provide some reserved bays for student parents. ML advised UWA is undertaking a full parking review so ML will raise this with the parking working party.

# MINUTES

## Equity & Diversity Committee



1:00pm 18 January 2018

Action: RK to follow up with Pheobe on the survey results which have not been circulated.

- 5.3. Ethnocultural – RK suggested that Ethno needed to build more of a presence on Campus.

Action: RK to discuss options with Davina

- 5.4. Bathroom Audit – ML advised the audit is incomplete as it was not conducted properly. ML suggested to start afresh.

Action: RK to discuss options with Jacob

- 5.5. Women's Council – HS advised the Dept is looking to form this group by Semester 2. They are looking to encourage FacSocs to appoint a Women's Officer for each FacSoc and will be discussing this further with the Ed Council.

Action: HS/RK to provide feedback at the next meeting

### 6. Other Business

ML raised the concern of mental health related incidents at events on campus and has suggested the Committee develop a policy/checklist for Clubs on how to reduce risk and how to respond to an incident. This should be included in all EMPs.

Action: RK and Pheobe to discuss

### 7. Next Meeting

1:00pm, 15 February 2018

Meeting closed at 1.31pm

# MINUTES

## Equity & Diversity Committee

1:00pm 22 February 2018



### Attendance

#### Present

Roshni Kaila (RK) (Chair)  
Megan Lee (ML)  
Basundhara Dutta (BD)  
Anthea Liu (AL)  
Nic Browning (NB)  
Jenny Ophel (JO)

#### Apologies

Dylan Perkins (DP)  
Chloe Hynes (CH)

### 1. Welcome and Opening

RK acknowledged that UWA is situated on Nyoongar land. RK paid her respects to Nyoongar elders past, present and future.

RK welcomed all attendees and accepted apologies.

### 2. Confirmation of Previous Minutes

Confirmed

### 3. Business Completed Via Circular

Nil

### 4. Action Items Arising from Previous Minutes

4.1. CALD Mental Health – RK has spoken to Pheobe Ho (PH) and confirmed the Welfare Committee will take this up.

4.2. Student Parents on Campus – RK has seen the result from the survey and will meet with NB to discuss the possibility of forming a Collective.

4.3. Ethnocultural – Davina was unavailable for a meeting due to exams

4.4. Bathroom Audit – RK to attend next Tenancy Committee meeting to discuss. The audit may be delegated to FacSocs, however ML wants to ensure they receive a solid briefing and checklist to ensure consistency and quality across the board.

Action: JO to forward minimum legal requirements to RK  
BD to help co-ordinate with FacSocs

4.5. Womens Council – RK confirmed that Hannah Smith raised this item at Ed Council and has emailed all concerned with information regarding the possibility of forming a Collective. Currently awaiting a few responses.

### 5. Committee Business

5.1. Safety Plan and Code of Conduct – ML, Events, Access and Student Assist met with Red Frogs regarding a proposal to have Officers trained in Mental Health at all events. These Officers would be students who would be available for Clubs to book for each event. PH and CH are currently writing a recruitment process document.

Action: RK to set up meeting with PH, CH and Student Assist to check on progress

**MINUTES**  
**Equity & Diversity Committee**  
1:00pm 22 February 2018



- 5.2. University Inclusion and Diversity Strategy - Fadzi Whande (Manager, Inclusion & Diversity at UWA) is working on the strategy and the first draft is expected in August/September. Fadzi has expressed an interest in getting input from the Student Guild. It has been suggested that a small Committee/Working Party be put together to discuss any issues that should be included in the strategy. RK and a representative from Access should be on the Committee/Working Party.

ML suggests a more formal document on cultural significant issues (such as new building sites) is required and more consultation with Community Elders before projects are given the go ahead is needed.

Action: RK to raise with Fadzi

**6. Other Business**

- 6.1. ML advised she is working with WASAC on a Reconciliation Action Plan based on the motion passed by Council. Draft expected in the next two weeks
- 6.2. A discussion was held around assisting International students with proof-reading, especially with regard to their thesis. All agreed that Study Smarter is a great tool/resource however there is a need for more 1 on 1 provision. ML will raise this with Andrew O'Brien

Action: AL and ML to provide update at next meeting

**7. Next Meeting**

10:00am, 22 March 2018

Meeting closed at 1.26pm

# MINUTES

## Equity & Diversity Committee

10:00am 22 March 2018



### Attendance

#### Present

Roshni Kaila (RK) (Chair)  
Basundhara Dutta (BD)  
Nick Browning (NB)  
Dylan Perkins (DP)

#### Apologies

Jenny Ophel (JO)

### 1. Welcome and Opening

RK acknowledged that UWA is situated on Nyoongar land. RK paid her respects to Nyoongar elders past, present and future.

RK welcomed all attendees and accepted apologies.

### 2. Confirmation of Previous Minutes

Confirmed

### 3. Business Completed Via Circular

Nil

### 4. Action Items Arising from Previous Minutes

4.1. Student Parents on Campus meeting did not go ahead. If meeting to be rescheduled, suggested items to be discussed are:

- Flexible parking options
- Meeting should be a forum or panel discussion to explore issues facing student parents

NB questioned where a collective from this would form? RK advised it would be formed under the Guild but would be dependent on someone willing to act as convener. Suggestion was that it would be less of a collective and more of a mechanism for facilitation of support and services.

Action: NB to set up meeting, suitable time to be explored through consensus.

4.2. Ethnocultural – RK met with Davina and advised draft regulations are up. It is suggested that one of the OCMs selected for E&D Committee may be able to take on Ethnocultural as a project. Multicultural Week could be aligned with Ethno Collective as a flagship event and an E&D Committee member could act as convener or facilitator.

4.3. Bathroom Audit - when bathroom audit happens we need to add a changing facility. The Committee will hand this project over to Facilities Management once the audit has been completed.

4.4. Safety Plan and Code of Conduct – Pheobe Ho is now handling this with Access Department.

4.5. Cultural Sensitivity Document – RK has not heard back from Fadzi.

**MINUTES**  
**Equity & Diversity Committee**  
10:00am 22 March 2018



**5. Committee Business**

- 5.1. Reconciliation Action Plan – ML will speak at next meeting
- 5.2. International Students Study Smarter - AL or ML will speak at next meeting

**6. Other Business**

- 6.1. RK advised she was stepping down as Chair of E&D Committee for personal reasons
- 6.2. Permanent time for meetings – those present agreed that 10:00am on Thursdays work well, except for NB who will have prac
- 6.3. Committee applications – will be circulated

**7. Next Meeting**

2:00pm, 26 April 2018

Meeting closed at 10.26am

**MINUTES**  
**Equity & Diversity Committee**  
2:00pm 26 April 2018



**Attendance**

Present

Megan Lee (ML) (Chair)  
Nick Browning (NB)  
Tim Hebbard (TH) (OCM)  
Dylan Perkins (DP)  
Thynn Mya (TM)  
Sharon Ndj (SN)  
Tony Goodman (TG)  
Jenny Ophel (JO)

Apologies

Basundhara Dutta (BD)  
Charlotte Dale (CD)  
Anthea Liu (AL)  
Fraser Windsor (FW)

**1. Welcome and Opening**

ML acknowledged that UWA is situated on Nyoongar land. ML paid her respects to Nyoongar elders past, present and future.

ML welcomed all attendees and accepted apologies.

**2. Confirmation of Previous Minutes**

Confirmed

**3. Confirmation of New Chair**

Due to the resignation of Roshni as Chair of the Committee, ML has confirmed she will be the new Chair for 2018

**4. Business Completed Via Circular**

Nil

**5. Action Items Arising from Previous Minutes**

5.1. Student Parents on Campus (SPoC) – NB has spoken with ML on what a Student Parents on Campus forum should offer. SPoC survey indicated student parents would like a meeting space where group work could be done with children present. Reid Library set to open a new parents room in Semester 2 but it is unclear what facilities this will offer. Parents Room in Science Library to close once Reid one is open.

Action: NB to set a date for the forum in Semester 2.

DP has volunteered to obtain a list of creches in the area

**MINUTES**  
**Equity & Diversity Committee**  
2:00pm 26 April 2018



**6. Committee Business**

- 6.1. Reconciliation Action Plan – ML advised Jayne is in discussions with the Access President regarding whether we want an official Action Plan due to the lengthy approval process. Instead, the idea is to look into a Partnership Agreement with WASAC which may include grants and accommodation scholarship for WASAC President. ML and Jayne will also push for Academic Acknowledgement of Country at the start of every lecture, more awareness around cultural sensitivity when naming or placing new buildings and encouraging more employment opportunities across Campus via WASAC.
- 6.2. International Students Study Smarter - deferred to next meeting

**7. Other Business**

- 7.1. ML asked Committee if there were any other projects they would like to work on this year. DP suggested a small guide/booklet on Pride be produced. In the first instance DP will speak with FW regarding reviewing current documentation.
- 7.2. TH raised the issue of the timing of most events on Campus making it difficult for mature age students and student parents to attend. ML to discuss with Su the possibility of some “in school hours” events being held.
- 7.3. NB raised the issue of students who transition after graduating are not able to get a new certificate issued.  
Action: DP to bring the issue up with the LGBTQ+ Working Group  
ML to check if preferred name is used on certificate and at Ceremony
- 7.4. SN highlighted the issue of doors on the 2<sup>nd</sup> Floor of Guild building not being accessible for wheelchairs. Jack (Commercial Director) has discussed with UWA to have them widened. TG advised the old buildings are coming under the UWA Masterplan and may be refurbished. ML will ensure Campus Management take into account access and cultural sensitivity requirements under the Masterplan.

**8. Next Meeting**

12:00pm, 23 May 2018 (DP volunteered to take Minutes)

Meeting closed at 2.46pm



# MINUTES

## Equity & Diversity Committee

12:00pm 23 May 2018



### Attendance

#### Present

Megan Lee (ML) (Chair)  
Dylan Perkins (DP)  
Sharon Ndj (SN)  
Roshni Kaila (RK)  
Tony Goodman (TG)

#### Apologies

Basundhara Dutta (BD)  
Nike Browning (NB)  
Jenny Ophel (JO)

### 1. Welcome and Opening

ML acknowledged that UWA is situated on Nyoongar land. ML paid her respects to Nyoongar elders past, present and future.

ML welcomed all attendees and accepted apologies.

### 2. Confirmation of Previous Minutes

Confirmed

### 3. Business Completed Via Circular

Nil

### 4. Committee Business

4.1. Workplace Gender Equality Reporting – ML advised JO has notified staff that the Guild has lodged its annual gender report with the Workplace Gender Equality Agency as per legislative requirements. TG mentioned we are positioned well with women in higher positions (1 Director and 2 Associate Directors). JO has contacted the Agency over the limited gender options (only Male and Female offered as options).

Roshni requested to view the report

Action: ML to circulate report to Committee

4.2. Inclusion and Diversity Committee – the Committee meeting is in June. ML added to the agenda the item discussed at last E&D Committee Meeting regarding the ability to change your name on already issued degree. Committee agreed that changing your name on degree for gender affirming surgery shouldn't be something that UWA charge for.

Action: RK would like ML to get update on SWAN as RK has not been contacted

4.3. Student Parents on Campus – NB absent for the meeting, however Library will set up a meeting with NB to activate the new space for parents. Library and NB have discussed the possibility of making the room available as a parent meeting room, leave BJ as individual study space and use the bigger Library as more of a group space for parents.

**MINUTES**  
**Equity & Diversity Committee**  
12:00pm 23 May 2018



Cost of project to come out of Library fines money as Libraries make an attempt to use fine monies to give back to students. TG has asked that there are appropriate toys for various age ranges

Action: NB to request a pull from Callista for contact details for Student Parents

- 4.4. Ethno – RK asked about Ethno. ML advised there is no Convener at this moment. Suggestions were to advertise for a Convener on the Women's page or ask Thynn Mya.

Action: RK to link in with Danielle Browne about getting the word out through Guild channels

- 4.5. Enrolments from China – SN raised an issue where Chinese students are being blocked from the UWA website when accessing from China so students are unable to enroll (and hence get fined).

Action: ML to raise with the Vice Chancellor

- 4.6. Preferred Names for Trans Students – DP raised the issue with Chloe regarding Trans students getting their preferred names called out and Associate Member cards can be issued with the chosen name on them which will alleviate the problem in the short term. TG mentioned the preferred name item for the Guild website would be an important thing to be aware of for the planning of the website

Action: DP to continue working with the Trans Collective

**5. Next Meeting**

12:00pm, 26 June 2018

Meeting closed at 12.37pm



**AGENDA**  
**UWA Student Guild**  
**Equity & Diversity Committee**  
**26 June 2018**

Meeting to commence 12:00pm  
Venue: Meeting Room 1 (1<sup>st</sup> Floor, South Wing)

**1 WELCOME AND OPENING**

1.1 Welcome

1.2 Apologies

1.2.1 Jenny Ophel, Dylan Perkins

1.3 Absent

1.3.1 Anthea Liu, Nick Browning, Charlotte Pennell, Tim Hebbard

**2 CONFIRMATION OF PREVIOUS MINUTES**

Confirmation of Minutes from meeting held 26 June 2018

CONFIRMED

**3 BUSINESS COMPLETED VIA CIRCULAR**

Nil

**4 COMMITTEE BUSINESS**

4.1 UWA Libraries

4.1.1 Parents room – alumni fund application joint with Guild for new furniture.

4.1.2 Noise cancelling headphones in resource rooms in the library.

4.1.3 All year round destress activities and special mental health program during exams.

4.2 Flag policy – Pride chats to take to IDC for consideration.

4.3 Callista naming issues – Megan and Tony to talk to Chris Massey and Warwick Caulkin.

**5 OTHER BUSINESS**

Nil

**6 NEXT MEETING**

24<sup>th</sup> August 12pm

**7 CLOSE**



**MINUTES**  
**UWA Student Guild**  
**Equity & Diversity Committee**  
**26 July 2018**

Meeting to commence 12:00pm  
Venue: Meeting Room 1 (1<sup>st</sup> Floor, South Wing)

**1 WELCOME AND OPENING**

1.1 Welcome

1.2 Apologies

1.2.1 Jenny Ophel, Dylan Perkins

1.3 Absent

1.3.1 Anthea Liu, Nick Browning, Charlotte Pennell, Tim Hebbard

**2 CONFIRMATION OF PREVIOUS MINUTES**

Confirmation of Minutes from meeting held 26 June 2018

CONFIRMED

**3 BUSINESS COMPLETED VIA CIRCULAR**

Nil

**4 COMMITTEE BUSINESS**

4.1 UWA Libraries

4.1.1 Parents room – alumni fund application joint with Guild for new furniture.

4.1.2 Noise cancelling headphones in resource rooms in the library.

4.1.3 All year round destress activities and special mental health program during exams.

4.2 Flag policy – Pride chats to take to IDC for consideration.

4.3 Callista naming issues – Megan and Tony to talk to Chris Massey and Warwick Caulkin.

**5 OTHER BUSINESS**

Nil

**6 NEXT MEETING**

24<sup>th</sup> August 12pm

**7 CLOSE**

# MINUTES

## Equity & Diversity Committee

2:00pm 4 October 2018



### Attendance

#### Present

Megan Lee (ML) (Chair)  
Basundhara Dutta (BD)  
Roshni Kaila (RK)  
Saleem Al Odeh (SAO)  
Dylan Perkins (DP)  
Nike Browning (NB)  
Tony Goodman (TG)  
Jenny Ophel (JO)

#### Apologies

Charlotte Pennell (CP)

### 1. Welcome and Opening

ML acknowledged that UWA is situated on Nyoongar land. ML paid her respects to Nyoongar elders past, present and future.

ML welcomed all attendees and accepted apologies.

### 2. Confirmation of Previous Minutes

N/A as quorum was not reached for August meeting

### 3. Business Completed Via Circular

Nil

### 4. Committee Business

4.1. AUSLAN Club – ML advised that Drisana had contacted her regarding setting up a Club (but not an official Guild Club). In case in future years there are no deaf or hearing-impaired students, she is seeking approval to have it as a sub-Committee of E&D. Drisana would be the initial Project Officer. Main aim of Club/sub-Committee is to teach sign language to interested students.

4.2. Progress on Pride Flag Policy – DP has not heard further from UWA despite numerous attempts at contact. Motion was passed at Council so it is now up to UWA.

4.3. Student Parents on Campus – ML advised Reid Library have been successful in obtaining a grant (approx. \$20,000) to fit out a space for student parents.

4.4. Ethnocultural Collective – As there was no quorum last meeting, RK would like to officially appoint SAO as Ethnocultural Collective Co-Ordinator. The Collective have been working on their Rules which Molly (Guild Chair) will take to the Governance Committee and then Council.

*Motion raised that Saleem Al Odeh be appointed Ethnocultural Collective Coordinator. Moved by RK. Seconded by BD. Motion passed unanimously.*

Action: BD and RK to meet with SAO to provide guidance on running a Collective

Action: RK to circulate "Rules" for E&D Committee to pass

**MINUTES**  
**Equity & Diversity Committee**  
2:00pm 4 October 2018



**5. Other Business**

- 5.1. DP advised ALLY training is back up and running with sessions to be held in November. DP looking for panelists to assist with the sessions
- 5.2. RK advised she has (finally) been asked to sit on the UWA Gender Diversity Committee.

**6. Next Meeting**

1:00pm, 20 November 2018

Meeting closed at 2.33pm