



## **1.0 WELCOME AND OPENING**

Welcome to Country

### **1.1 Attendance**

Patricia Paguio [Chair] (PP)  
Brehany Shanahan proxy for Amy Hearder (AH)  
Conrad Hogg (CH)  
Luke Thomas (LT) proxy for Joseph Chan (JC)  
Tony Goodman (TG)

### **1.2 Apologies**

No apologies received.

### **1.3 Absent**

Bradán Sonnendecker

## **2.0 DECLARATION OF POTENTIAL OR PERCEIVED CONFLICTS OF INTEREST**

None declared.

## **3.0 BUSINESS ARISING FROM MINUTES**

Minutes to be confirmed at the next meeting.

## **4.0 PRIDE DEPARTMENT RULES**

PP 4.3, 'The Guild Council may not remove a Pride Officer from their position without a recommendation from the Department' doesn't make sense as the Guild has liability for the activity of the department, however this is not to take the autonomy of the department. JC Guild Council should have the authority over Pride Department. CH suggests take the rules to an SGM to see the implication of the regs.

PP to consult with the Pride officers.

## **5.0 ACCESS DEPARTMENT RULES**

PP similar situation as the Pride Department rules. Access Department happy to go through the rules but want it to go to approval to SGM.

CH 7.4 or 7.5

PP absentee votes seem a little unnecessary due to the low quorum.

AH raises that their committee's nature of the department.

CH should minimise changes without the advice from the department. Should consult with the department at the AGM.

JC technical enhancement is required before looking at electronic voting



CH Perhaps other election methods need to be looked at.

Passed with the omission of rules 7.4 'Voting members are allowed to cast their vote electronically through video calls but count towards quorum.' and 7.5 'Voting members under 7.4 may cast a vote through the duration of a General Meeting of the Access Department electronically through their official UWA student email.'

## **6.0 WELFARE DEPARTMENT RULES**

CH review dates to be added.

PP rule 3.1 b) rule taken from the women's rule. General rules state that committees have to be voted on at an Annual General Meeting. Regs are currently under review and we would want to review the general rules to reflect this. CH suggests adding position description into the rules would be a good idea. PP 3.12 a, b, c added after circulation.

Passed unanimously.

## **7.0 COMMUNICATIONS AND TRANSPARENCY WORKING GROUP**

AH ordinary students are not included. CH has considered but not included in CATWG. CH added in members to co-opt additional members. CH to amend those changes.

Passed unanimously.

## **8.0 ELECTION CULTURE WORKING GROUP**

CH do include members who aren't on Guild Council, important to have people that are ordinary students.

PP ordinary students would like a say but if you open it up too much then it will cause chaos. AH not included students who 'run' in Guild Election on in the Guild. CH 5 members nominated by the executive, make it more agile. TG need maturity, functional.

Passed unanimously.

## **9.0 FOOD AND DRINK DELIVERY WORKING GROUP**

TG amended corporate services to commercial services as the associate director. Add in the executive Chef or nominee to be added to the membership of the group

Passed.



## **10.0 GUILD DIGITAL PRESENCE WORKING GROUP**

CH item withdrawn.

## **11.0 SAFER SPACES POLICY**

AH policy updated to reflect more inclusion for the department.  
CH considered highly at E & D.

Passed.

## **12.0 GENERAL BUSINESS**

Legislative review

PP marking up changes for Emma to make the changes working with Megan as her IPP project.

EMP policies will be brought to Council, because it the Guild's biggest liability, recommended by Molly.

CH change the Guild logo to the appropriate blue colour.

## **13.0 CLOSE AND NEXT MEETING**

Governance meeting 1<sup>st</sup> or 2<sup>nd</sup> each month preferably not a Wednesday. Ideally a Tuesday or a Thursday.

1:12PM 23/1/19



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1:12PM 23/1/19



## 1.0 WELCOME AND OPENING

PP acknowledges that we are situated on Whadjuk Noongar Land and pays respect to Elders past, present and emerging, conceding that this land was stolen and never ceded.

### 1.1 Attendance

Patricia Paguio [Chair] (PP)  
Conrad Hogg (CH)  
Bradán Sonnendecker (BS)  
Amy Hearder (AH) proxy for Luke Thomas  
Joseph Chan (JC) proxy for Brehany Shanahan (BS)  
Tony Goodman (TG)  
Chloe Keller (CK)

### 1.2 Apologies

Danielle Wegman (DW)

## 2.0 DECLARATION OF POTENTIAL OR PERCEIVED CONFLICTS OF INTEREST'

None declared.

## 3.0 CONFIRMATION OF PREVIOUS MINUTES

23<sup>rd</sup> January 2019

Passed unanimously.

## 4.0 BUSINESS ARISING FROM MINUTES

PP to circulate the correct Governance Minutes from 31st October 2018.



## 5.0 SPORTS RULES

PP said with the Regs review the University has brought up the question as to why Sports is not a department (why we have Sports Rep, not an Officer). Looking to have Sports as a department, will be formalised. PP working with Dan (Kuzich) & drafting sports rules.

BS asked in a practical sense is it just formalising & updating the reality of sports? CH said the history is we had 4 sub-councils (Ed, SOC, PAC & Sports) then UWA created sports council, so we had Sports Rep for that Council. Now our Sports Rep role is not structured the same way as say eg Welfare Officer role. Sports is only one that doesn't fall into that structure.

BS asked 'will it affect the relationship between UWA & the role now?'

CH said No. in the marked-up regs, they do question why this rep isn't the same as everyone else. PP said the Regs need to change before we can change these rules.

Sports Dept rules, drafted by Dan (based off Welfare Rules) eg you should define as what sports related issues are etc. PP advised Dan it's probably better to have 4 OCMs etc.

CH said he doesn't like the term Vice President in Sports rules – person who is sitting under an officer, should be called a Deputy officer. Need to articulate the way this works with UWA Sports. CH also concerned it says "will coordinate all sports related events" - we need to be careful.

CH said it looks really good. Gave credit to PP & Dan.

PP said she will bring up deputy-officer point, and that most departments have 2 deputy officers, so does Dan want to include another one?

AH mentioned 4.3.2. – it says deputy officer there not VP. Formatting needs work.

*Governance Committee endorses these rules in principal.*

## 6.0 GUILD DISCIPLINE POLICY

- PP has spoken to TG about it. Points for discussion include 4.2 complaint being lodged, Student Assist being notified. PP said she understand when it's a





triggering topic (eg sexual assault) but breach of tenancy locker policy, Student Assist not necessary.

- 4.7a& b - remove use of words frivolous and vexatious. AH agreed.
- 4.7d remit of the Guild's discipline policy – if it breach of law, call police. CH said this point is confusing, remove.
- 5.3 - limitations & restrictions on confidential material. No guide as to what is considered confidential material.
- 5.7 - \$50 fine sounds random amount. PP said she would speak to TG & JO about this.
- 5.9 - time restriction. Need more than an hour. CH suggested evidence submitted the prior day. Change to 24 hours.
- PP said anything else marked up was just grammatical changes.
- BS asked about 7.2 – 5 working days. PP said just clarifying what a week meant.
- CH said he has an idea to discuss but its' broader – restorative justice. If circumstance are as such (if appropriate) instead of punishment, you facilitate rehabilitation – start a wider conversation that goes in nationally. Imbed similar principles in UWA and CH thinks we should consider the same kind of approach at the Guild. Beneficial to help people that do the wrong thing to be able to heal through the process. Community of practice – CH said he can draft some wording.
- CH said when someone makes a complaint, they could have the option to request that the committee to consider restorative justice approach eg review the evidence, substantiate complaint, instead of going through punishment, you go through a process that's restorative for both parties
- BS said it's a cool concept but how does it actually work? If complainant says no to restorative justice, then you just go down the tradition discipline process? CH said yes. CH said some staff at UWA are actually trained in Restorative Justice.
- PP noted that not everything that can be dealt with in a restorative way. CH said some of our Student Assist offices might be trained in Restorative practice training.

## 7.0 SOCIAL MEDIA POLICY

- PP has sent the document to CJ and she hasn't responded. PP will chase her up after O' Day. She suggests some changes eg 1.1.2. listing social media platforms as "includes but not limited to".
- JC – said re: 2.1 do not call it engagement, it's creative & design team. CJ will provide the wording.



- Acting Guild President definition. 1.1.16. – Powers of acting GP already stipulated under regs.
- BS asked about PP's comments at 6.3.2. – include 'upon consultation'.
- JC suggested PP talk to Chelsea about Social Media guidelines.

## 8.0 STANDING ORDERS

- PP said changes are not too substantial, just cosmetic changes.
- #39 debate on motion temporarily ceases.... PP said debate doesn't end when mover exercises right of reply. Mover will reply and then debate commences according to speaking list.
- PP asked if BS could renumber the whole document. He said yes and said it would be a good chance to review all.
  - o PP needs it back the week before Council – ie before the 20th February.

With renumbering, document Passed Unanimously.

## 9.0 PRIDE RULES

- Reece Gheradi wrote clause about removing deputy officer – these rules go by how Pride works not council.
  - o *4.3 The Guild Council may not remove a Pride Officer for their position without a recommendation from the Department.*

Pride saw the rule as an encroachment of their autonomy. Their committee is worried, PP has spoken to Martha & Saskia and explained it's not to remove autonomy, just to make clear how council is run. They said it's not just affecting Pride members, women as well.

- PP's recommendation is to take rules to E&D, up to that committee to put a recommendation to review. For peace of mind Pride can have a bit more time with it. PP said they were a bit more comfortable that this clause is taken out.
- BS asked if these rules (that were in the Governance February agenda pack), are the changes PP made after talking to Pride or before? Document is dated 7th January. PP said these Pride rules haven't been touched since last year. CH said the point is if the circumstance are that we need to remove someone, we could just do that, so this clause is redundant.



- PP said this clause would go in general regs, chapter 6. Removal of any officer or student rep – hasn't been written yet.

## 10.0 GUILD REGULATIONS AND STATUTE 20 REVIEW

- TG said he was potentially adding a few clauses to identify that the organisation is Not for Profit. Various exemptions we can apply for. Payroll tax, maybe looking at salary sacrificing for staff.
- TG meeting with Guild lawyer Maria tomorrow, then he'll chat with Emma Bright (UWA lawyer\_ regarding Regulations going forward.
- When CH gets back from travels, TG suggests they have a chat with Emma – then Regs needs to come back to Governance again.
- Academic & Convocation changes are happening at same time as Guild Reg changes. TG said we are way ahead of the game – hoping by August it will be updated.
- CH said he will take any feedback from today back to Emma & then meet with her in early semester, go through a more thorough consultation process.
- Will schedule a special Governance meeting to focus just on regulation changes.
- PP asked if anyone had any questions on the Excel spreadsheet.
  - o PP asked the committee to have a thorough look and then email any queries or questions to PP or CH by the end of this week.

## 11.0 GENERAL BUSINESS

N/A

## 12.0 CLOSE AND NEXT MEETING

Meeting closed: 1:26pm.

Next Governance meeting scheduled for **11:00am Thursday 7th March 2019.**



## 1.0 WELCOME AND OPENING

- 1.1 **Attendance:** Bre Shanahan, Luke Thomas, Bradan Sonnendecker, Conrad Hogg, Patricia Paguio
- 1.2 **Apologies:** Chloe Keller, Tony Goodman

## 2.0 DECLARATION OF POTENTIAL OR PERCEIVED CONFLICTS OF INTEREST

None declared.

## 3.0 CONFIRMATION OF PREVIOUS MINUTES

Confirmed.

## 4.0 BUSINESS ARISING FROM MINUTES

None.

## 5.0 NUS KPIS

These are the same as the 2018 KPIs with minor changes – these include updating the due dates, and removing the exit KPI for the NUS to publish its financial statements on the NUS website.

If exit KPIs are not met, the Guild will not accredit to the NUS. Assessment of other KPIs by office bearers will be used to determine the affiliation amount.

Endorsed by Governance Committee

## 6.0 PRIDE RULES

These rules are the same as the last time the rules were brought to the committee. The Pride Officers have now agreed that these rules are okay to be approved.



When endorsed, these will be passed at the Pride Department OGM, and then council.

Rules as tabled endorsed by Governance Committee.

## 7.0 ACCESS RULES

Rule amended at Access Department OGM to include co-officers, when they nominate jointly. Co-nominees will act as one candidate when elected. The goal of this is to allow officers to share workload, if they wish, contrasting the model in the Pride Department, which aims to increase diversity of officers.

Endorsed by Governance Committee.

## 8.0 WHS TERMS OF REFERENCE

Terms of Reference were old and outdated, and needed to be updated. The main changes are in the composition of the committee, now including a council member (elected by Guild Council), the Associate Director Commercial, and the WHS Officer (as executive officer), and no longer including the Catering Director (defunct), and a council member delegated by the executive. The committee now reports into EMC, not into the Finance and Planning Committee (defunct).

Patricia queried why staff are voting members? Conrad replied that it is due to the history of the committee as a subcommittee. It is appropriate given the context of the committee, overseeing the Work Health and Safety of the Guild as an organisation.'

Endorsed by Governance Committee.

## 9.0 GUILD REGULATIONS AND STATUTE 20 REVIEW



The comments have been sent to University governance. Many changes brought to the committee previously are now being considered by the university. Key changes include including a not-for-profit, and making Sports and Ethnocultural a department.

These changes will then be drafted by University Governance and sent back for consultation and feedback.

## 10.0 GENERAL BUSINESS

### *Restorative Justice*

Patricia has met with Michael Wood, who has provided feedback in incorporating restorative justice into the discipline policy.

### *Social Media Policy*

Awaiting feedback from Chloe Jackson.

### *Tenancy*

These will be reviewed when there is capacity to do so.

### *Student Parents on Campus Collective*

Bre has been approached by a student that is keen to restart the Student Parents on Campus Collective. It was suggested

### *Women's Department Rules*

Bre suggested that these should be reviewed.

## 11.0 CLOSE AND NEXT MEETING



## 1.0 WELCOME AND OPENING

### 1.1 Attendance

Patricia Paguio (PP), Conrad Hogg (CH), Esther Nixon (EN), Levon Johnson (LJ), Mike Anderson (MA) for Luke Thomas, Tony Goodman (TG), Brehany Shanahan (BS).

### 1.2 Apologies

Katrina Revy

### 1.3 Absent

Bradán Sonnendecker

## 2.0 DECLARATION OF POTENTIAL OR PERCEIVED CONFLICTS OF INTEREST

None

## 3.0 BUSINESS ARISING FROM MINUTES

Confirmed- Governance Minutes 2019.5.27

## 4.0 DISCIPLINE POLICY

- Numbering was updated by PP.
- 7.5 clashed with 4.7, so it was re-written as per CHs suggestions. Anything that is outside the remit of the policy will be directed to UWA or police. MA queried whether the committee could direct other issues to UWA even if they were still covered by the policy. CH explained the reasoning behind the point and that it related more to the breaking of Guild rules and law.
- 5.7 was changed regarding the fine.
- Remove Student Assist in 4.2 and 4.4. There is not a need to notify them every time. They can provide assistance/ support when needed. TG clarified they provide support for both sides of the issue. There is also a confidential component with Student Assist.
- Constitution will need to be looked at separately.
- Updated suggestions from BS regarding 'harmed' and 'responsible person' in section 8, which was also defined in the Definitions. 'Defendant' was changed to 'Respondent'.



- 10.1 is repeated. 4.3 should be higher. 6 needs the numbers re-formatted.
- TG queried if we need a separate or specific procedure for election complaints. Discussion on how TG directs any complaints received during this time. TG is to write to the Executive Officer of the Disciplinary Committee for review of the complaint. Raised recently with the Election Regulation updates.
- BS identified there may be a problem with many conflicts of interest as elections are so broad. This is covered in Section 3 of the policy.
- Noted FacSoc have their own election appeals process which was approved 2018.

**Motion:** Pass and approve the Discipline Policy with amendments noted above, including formatting. *Passed unanimously.*

## 5.0 GENERAL BUSINESS

### 5.1 General Regulations Update

The Committee endorses:

- Guild Policy Book renamed as The Register of Guild Stances.
- Guild Statute Book renamed as The Guild By-Laws.

### 5.2 Social Media Policy Update

- Chloe Jackson has almost completed the Social Media Policy. This Policy will be ready for the Governance committee to review before she goes on Maternity leave.

### 5.3 MASA Regulations

- PP is re-drafting the MASA regulations from scratch.

### 5.4 Women's Department Rules

- Currently being updated with BS to be more inclusive of non-binary individuals. To be brought to Governance next month.





## 5.5 Equity and Diversity

- Acknowledgement of Country Policy from E&O to come to Governance for review.
- May need to add Student Parents on Campus Collective to the Equity and Diversity Committee Rules. Pending whether there are enough student parents on campus.

## 6.0 CLOSE AND NEXT MEETING

Meeting closed at 12:36pm

July Date TBC



## 1.0 WELCOME AND OPENING

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Patricia Paguio (Chair), Bre Shanahan, Conrad Hogg, Luke Thomas, Esther Nixon, Tony Goodman.

### 1.2 Apologies

Bradán Sonnendecker, Levon Johnson, Katrina Revy

### 1.3 Absent

## 2.0 DECLARATION OF POTENTIAL OR PERCEIVED CONFLICTS OF INTEREST

Nil.

## 3.0 BUSINESS ARISING FROM MINUTES

Nil.

## 4.0 PSA RULES

*Passed unanimously.*

## 5.0 ACCESS DEPARTMENT RULES

PP: This was updated by Mike to add the Carer's Collective  
*Passed unanimously.*

## 6.0 ALUMNI ENGAGEMENT COMMITTEE TOR

EN: This was workshopped from many other uni's alumni engagement ToR.

TG: Recommends to clarify that this is for Guild Council Alumni by changing "The University's Alumni" and other similar phrases to "The Guild's Alumni". TG also recommends to not include staff as part of the membership as alumni of the Guild Council would have to have been previously elected on to the Council.

PP: Alumni Forum was originally going to be a separate ToR but it was deemed that it would be better created in these ToR as a responsibility of the committee.

*Passed unanimously with changes.*

## 7.0 GENERAL BUSINESS



### **7.1 OCM Projects**

The Tenancy Policy has not been finalised and will have to be handed off next year.

### **7.2 Environment Action Network / Climate Change Action Network**

Bre has flagged that this is something that will be created next year to follow through with the referendum that passed in this year's elections.

### **7.3 Discipline Policy**

This has been tabled given more recent feedback from the UWA Chaplain and the Mediation Clinic.

### **7.4 General Regulations**

This is to be handed over. Conrad and Bre to meet Emma Bright to discuss

## **8.0 CLOSE AND NEXT MEETING**