UWA STUDENT GUILD
The University of Western Australia
M300, 35 Stirling Highway | Crawley, WA 6009
(08) 6488 2295 | hello@guild.uwa.edu.au
facebook.com/UWAStudentGuild | @UWAStudentGuild

1. **WELCOME AND OPENING**

1.1 Attendance

Nikhita Talluri NT

Jay Williams JW

Lauchy Flavel LF

Tony Goodman TG

Charlie Backshall CB

Aidan Kirby-Smith (Chair) AS

Ritika Menon(online) RM

1.2 Apologies
None

1.3 Proxies
None

1.4 Absent
None

2. **DECLARATION OF POTENTIAL OR PERCEIVED CONFLICTS OF INTEREST**
None

3. **CONFIRMATION OF PREVIOUS MINUTES**
1.1 N/A

4. **BUSINESS ARISING FROM PREVIOUS MINUTES**
N/A

5. **BUSINESS COMPLETED VIA CIRCULAR**
1.1 N/A

6. **COMMITTEE BUSINESS**
1.1 Appointment of Executive Officer
AS nominated RM for the position.
The nomination was seconded.
Decision: RM was appointed as Executive Officer.

1.2 UWA Cheer and Dance election appeal

i. **We received an appeal for an improper election, please see evidence in the agenda for more details – The highlighted section on page 2 of the UWACAD constitution**

Complaints were received regarding the fairness of the recent UWA Cheer and Dance club elections.
The complaints allege that the elections were not conducted in accordance with the club's constitution, which mandates optional preferential voting.
Evidence (google form screenshots) suggest that the online voting system used did not offer preferential voting.

Decision:

- The committee will contact the UWA Cheer and Dance club to inform them of the complaints and the constitutional breach.
- The club will be instructed to re-run the elections in accordance with their constitution.
- All the positions will need to be re-contested.

1.3 Ethno department fresher reps

i. **The department wants to introduce 3x new fresher reps**

The Ethno Department has requested to introduce three new Fresher Representative positions.
The committee reviewed the Ethno Department's constitution and found no provision for three Fresher Reps.
Concerns were raised about the department's large number of existing positions and the potential redundancy of some roles.

Decision:

- The committee will seek clarification from the Ethno Department regarding their rationale for the new positions and their plans to utilize all existing roles.
- The committee will also consult with lawyers to determine the appropriate number of Fresher Reps for departments.
- A decision on the Ethno Department's request will be deferred until further information is gathered.

1.4 SOC club engagement officer

i. **Introduction of a new role in the soc committee whose job description is something along the lines of "Aid in the creation of marketing material for the SOC committee**

Ethan, the SOC (Societies Council) President, proposed the creation of a new SOC Engagement Officer role.
This role would focus on improving communication and engagement between SOC and student clubs.
The Engagement Officer would replace the existing SOC Sponsorship Officer role, which has become redundant.

Decision:

- The committee supports the creation of the SOC Engagement Officer role.
- The position will be filled through an application and appointment process rather than an election.
- The Engagement Officer will not be an Executive position but will work closely with the SOC Executive.

7. ANY OTHER BUSINESS

AS spoke about streamlining the process of drafting policies post discussion in meetings and pass motions by circular when needed.

AS will follow up with Chloe regarding the email addresses of lawyers to discuss the introduction of Fresher Rep roles.

TG will provide updates on the progress of drafting governing documents and constitutional amendments.

The committee discussed the potential for future restructuring of committees and the need for clarity regarding roles and responsibilities.

8. CLOSE AND NEXT MEETING

The meeting was adjourned at approximately 3:35 pm

These minutes are a summary of the meeting and may not capture all details discussed. Please refer to the meeting recording for a complete record of the proceedings.

Next meeting will be held TBD. Please contact the Committee Chair; Aidan Kirby-Smith (**chair@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.

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1. WELCOME AND OPENING

Meeting started at 2:38 pm

1.1 Attendance
Aidan Kirby-Smith AS (Chair)
Ritika Menon RM (XO)
Tony Goodman TG
Charlie Backshall CB
Lachlan Flavel LF

1.2 Apologies
Nikhita Talluri

1.3 Proxies
None

1.4 Absent
None

2. DECLARATION OF POTENTIAL OR PERCEIVED CONFLICTS OF INTEREST
None

3. CONFIRMATION OF PREVIOUS MINUTES
3.1 Aiden asked committee to confirm January minutes, seconded by Charlie. The previous minutes were accepted by committee.

4. BUSINESS ARISING FROM PREVIOUS MINUTES

5. BUSINESS COMPLETED VIA CIRCULAR
1.1 N/A

6. COMMITTEE BUSINESS
6.1 New standing orders
- **Report Submission Deadline:** The current three-business-day deadline for report submissions was deemed impractical. The council discussed changing the deadline to Monday at 11:59 PM, allowing members sufficient time to complete reports while ensuring timely review.
- **Consequences for Late Submissions:** The council agreed on the need for clear consequences for consistently late or missing reports. A warning system was proposed, with potential escalation to the Guild Council for further action.
- **Report Content Guidelines:** Discussion arose regarding the relevance of content in councilor reports. A suggestion was made to create a template or guidelines to help councilors determine

appropriate content, focusing on activities within and outside the Guild relevant to the student body.

- **Legal Review:** The council decided to forward the proposed changes to the standing orders to the university lawyers for review. The lawyers will provide feedback and ensure the changes align with legal requirements.
- **Proposed Governance meeting : TG** proposed that the committee meet after Admin meeting with lawyers next week (14/03) to confirm changes

6.2 Soc rule changes

- **Open Voting Concerns:** The practice of open voting in some clubs was raised as a concern. The committee and TG emphasized the need for secret ballots to prevent influencing election outcomes.
- **Handbook Review:** The council discussed the need to review and update the SOC Handbook to provide clear guidelines for club operations, including election procedures, financial management, and affiliation processes. The Chair will work with relevant stakeholders, including the SOC, PAC, Ed council, and the Guild lawyers, to ensure comprehensive updates, which will go through Governance later this year.

6.3 Potential Pac rule changes

- Streamlining Proposal: A proposal was put forth to streamline the PAC affiliation process by allowing clubs to apply directly to the PAC committee instead of presenting at meetings. This change aims to reduce redundancy, as clubs are already required to affiliate with SOC.
- Club Status Visibility: The lack of public information regarding a club's affiliation status (SOC, PAC, or both) was identified as an area for improvement. The council suggested adding clear indicators on the Guild website to enhance transparency.

7. ANY OTHER BUSINESS

7.1 PSA committee structure changes

- **Portfolio Restructuring**: CB proposed splitting the Engagements portfolio into two separate portfolios: Engagements and Welfare. This change aims to address the diverse needs of postgraduate students and allow for greater focus on well-being initiatives. The new Welfare Vice President position will be an elected role.

- **Officer Role Adjustments**: Minor alterations to appointed officer roles were made to accommodate the creation of the Welfare Vice President position and streamline responsibilities.
- **Subcommittee Consolidation**: The Engagement and PR subcommittees were merged into a single entity to improve efficiency and reflect their historical collaborative operation.
- **Reinstatement of Grants and Sponsorships Officer**: The Grants and Sponsorships Officer role, crucial for managing PSA grants and awards, will be reinstated after its premature removal the previous year.
- **Approval Process:** The proposed changes will be reviewed by the Governance Committee, then forwarded to the Guild Council for approval before being incorporated into the election regulations and reviewed by the university lawyers.

7.2 Education council proposed changes

- **Faculty Society Scope:** The council discussed the need to clarify the definition of a "faculty society" and ensure that existing facsocs effectively represent the full diversity of their respective student bodies. This initiative aims to address concerns about equitable funding allocation and representation within ED Council.
- **Affiliation rules** The potential inclusion of Psysoc as a faculty society was discussed, highlighting the need for clear affiliation criteria for ED Council. The council will develop specific guidelines to address this issue.

7.3 SOC Grants Policy changes

- The SOC Treasurer submitted an updated grant policy for review. The council will review the policy and discuss it at a later date, as there was insufficient time for a thorough examination during the meeting. Key changes include phasing out Special Project Grants (SPGs) and transitioning to a semester-based grant system. To be passed via circular.

8. CLOSE AND NEXT MEETING

Meeting adjourned at 3:23pm

Next meeting will be held TBD. Please contact the Committee Chair; Aidan Kirby-Smith (**chair@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.

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1. WELCOME AND OPENING

Meeting started at 9:38 pm

1.1 Attendance

Aidan Kirby-Smith AS (Chair)
Ritika Menon RM (XO) - online
Nikhita Talluri NT
Tony Goodman TG
Charlie Backshall CB
Jay Williams JW - online

1.2 Apologies

None

1.3 Proxies

None

1.4 Absent

Lauchy Flavel LF

2. DECLARATION OF POTENTIAL OR PERCEIVED CONFLICTS OF INTEREST

None

3. CONFIRMATION OF PREVIOUS MINUTES

3.1 Aiden asked committee to confirm March minutes, seconded by Nikhita. The previous minutes were accepted by committee.

4. BUSINESS ARISING FROM PREVIOUS MINUTES

N/A

5. BUSINESS COMPLETED VIA CIRCULAR

5.1 Revised Club Grant Policy

5.2 New PAC Rules

6. COMMITTEE BUSINESS

6.1 Election of OCM roles

- The committee reviewed OCM applications. After discussion, the following appointments were made:
  - Thomas Lenette
  - Chantelle
  - Meghana Gowda

6.2 Regulations update

Tony provided an update on the regulations review process. Key points included:

- Progress is being made on rewriting and updating regulations.
- The aim is to have the updated regulations ready for the new council to trial in October or November.
- Consultation with departments on the proposed changes will be crucial.
- The lawyers are providing a briefing on substantial changes to the regulations, including those related to elections and shadow directors.
- The changes aim to align the Guild's governance with best practices and address potential legal issues.

Further discussion revolved around the following:

- **Consultation Process:** It was suggested that the Chair of Governance, along with one or two other committee members, should meet with each department to discuss the proposed regulation changes. This approach aims to ensure clarity and prevent misinterpretations.

- **Election Regulations:** Concerns were raised about the impact of changing election regulations on autonomous departments, particularly regarding representation and transparency. Consultation with department heads is deemed essential to address these concerns.

- **Online vs. In-Person Elections:** The committee discussed the possibility of moving some department elections online, similar to the PSA elections. However, concerns were raised about fairness and the need for consistency in election procedures. A decision on this matter requires further discussion and consultation.

Action Items:

- Tony will continue working on the regulations update and prepare a draft framework for the appeals process.
- A longer governance meeting will be scheduled in early June to thoroughly discuss the proposed regulation changes and address any concerns.

7.3 Appeals Committee

The committee discussed the need for an appeals committee to handle disputes and appeals related to Guild operations, including club elections and governance issues. The proposed committee's scope would cover:

- SOC and PAC appeals, primarily related to elections and procedural matters.
- Disputes between Guild departments.
- Allegations of misconduct that fall within the Guild's purview.

Key points raised during the discussion:

- Currently, many appeals and disputes are handled by SOC and PAC, adding to their workload.
- The appeals committee would provide a more structured and transparent process for addressing such matters.
- Concerns were raised about the potential workload for the governance committee if it were to oversee the appeals process.

After deliberation, the committee reached the following conclusions:

- Instead of creating a separate appeals committee, the governance committee will assume responsibility for handling appeals.
- Clear guidelines will be provided to SOC and PAC, directing appeals to the governance committee.
- The Chair of Governance will play a central role in overseeing the appeals process, including mediation and decision-making.
- The governance committee will review and update relevant regulations to reflect the revised appeals process.

Action Items:

- The Chair of Governance will draft a framework for the appeals process, outlining procedures for submitting, reviewing, and resolving appeals.
- The governance committee will review and approve the proposed appeals process framework at the next meeting.
- Guidelines for handling appeals will be communicated to SOC and PAC.

7. ANY OTHER BUSINESS

7.1 Aidan informed the committee about an upcoming meeting with Nic and Louis from PAC to discuss revisions to the Club Grants Policy. This meeting will take place during the break after exams**.**

8. CLOSE AND NEXT MEETING

Meeting adjourned at 10:27am

Next meeting will be held TBD. Please contact the Committee Chair; Aidan Kirby-Smith (**chair@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.