

## MEETING MINUTES

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| CLUB NAME           | Student Services Committee Meeting   |          |                |
| DATE OF MEETING     | 27 <sup>th</sup> January 2021  | TIME     | 12pm           |
| MINUTES PREPARED BY | Eleanor White:<br>Societies Council<br>President   | LOCATION | Meeting room 1 |
| MEETING OBJECTIVE   | First meeting of the student services committee  |          |                |
| ATTENDANCE          | <p><b>Attendance:</b> Eleanor White (SOC pres/ chair of SS). Victoria Hooke (April Htun Proxy), Emma Mezger (Guild President), Viknash VM (Joey Nguyen Proxy), Jameson Thompson (Guild Vice President), Chloe Kam (PAC President)</p> <p>Leigh Chalmers (events manager) Caitlin Macphail (Engagement)</p> <p><b>Apologies:</b> Jenny Ophel, Student Assist representatives, Guild volunteering (Antonia Taylor)</p> <p><b>Late/no apologies</b></p> |          |                |

| Agenda Points and Minutes |  |
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| Topic                     | Discussion   |
| Acknowledgment of country |  |
| 1. Engagement. ODAY       | <p>Leigh: we have 22 corporates, 30 community/non for profit, 94 SOC clubs, 13 departments, uwa sport has 24 stalls.</p> <p>Leigh: WE have a lot of student volunteers to help on the day. Want people outside Hackett with musicians and then two reps as soon as people come out of the underpass to help promo the event. (with cowboy hats) Helps improve connections with the guild</p> <p>Caitlin: organising reps to be at the guild tent and the GSC. Other volunteers around the day for packup/set up. Only doing stickers and diaries through the GSC, so the tent will just be fun activities this year. Caitlin has a form for student reps to sign up.</p> |

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|                   | <p>Eleanor: do you want just guild council or committees as well?</p> <p>Caitlin: everyone is welcome, as many as we can get.</p> <p>leigh; got a bunch of fun free stuff, frisbees, diaries, etc. Staff will probably help out on the day too.</p> <p>Caitlin: TAV will be doing free cheeseburgers too. We have table tennis and a photo opp in the guild tent. Mainly going to be super fun stuff. Right next to the merch popup shop too which is extremely important that it does well. Would be good to get clubs to post information about their activities into the actual fb event too.</p> <p>Leigh; getting big signage this year, directions, stickers etc but will be general entertainment on oak lawn too.</p> <p>Emma: do we have a guild gopro? Could we stick one on a dog?</p> <p>Caitlin: we could stick it on daisy and it would be the longest video ever! Maybe we could speak to joey.</p> <p>Eleanor: club signups close tomorrow. Are there rules and restrictions on what clubs can do?</p> <p>Leigh: COVID restrictions result in no slippery-dips, anyone doing cooking will be contacted etc and we will be following all of the COVID guidelines – having lots of sanitising stations and having COVID marshals.</p> <p>Eleanor: does the map of clubs go out super early?</p> <p>Leigh; once the applications close we can work on sending it out ASAP.</p> |
| 2. Student Assist | Sent in apologies, will be at the next meeting  |
| 3. Events         | <p>Leigh:</p> <p>Guild on the green</p> <ul style="list-style-type: none"> <li>- On Tuesday- having student reps helping out</li> </ul>   |

- PAC speed friending, ISD aussie food tasting, welfare, pride, access, sports, ed, whole bunch doing stalls.
- Alpacas coming back, the royal croquet club is coming too which will be pretty fun. Reptiles coming back, free icecream and popcorn. Got a fun DJ coming down too.
- Guild tent will be there too – basic idea is to meet the guild too

#### Block party

- Been registered with the city of perth. Friday the 12<sup>th</sup> march. Allowed to do events under 1500 people.
- Band: Great Gable, going to set up outside on oaklawn.
- Going to have a silent disco in the ref and in the tav, its going to turn into a warehouse rave.
- Thoughts on putting a blacklight in the tav for UV paint, but this idea was shut down.

#### Monday weekly wellness

- Two hours (9-11am). Free fruit and free masseuses. Also some music too.
- Going to be in the grove.

#### Tav quizzes

- Beefed up and still happening.

#### Guild ball

- Pencilled in for the 24<sup>th</sup> September in the hall
- Having to work around when elections are so this date is tennantite.

#### Movies on oak lawn

- Movies on oak lawn in April on Wednesday, 6pm, free popcorn etc
- We have to pick the movies

#### Advertising

- More guild advertising around campus for guild events, but spaces are extremely limited.

#### Live music in the tav

- Chill guitar musicians in the tav every Friday evening.

#### End of semester party

- Potential date but planning will begin later. Interested to see what the clubs decide to do, would prefer to give it to the clubs to do.

#### Potential ideas for other events

- chilli festival
- Pints and pups
- Christmas in July in the Tav

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| 4. Volunteering            | Update us in next meeting  |
| 5. projects form last year | Student services survey. Getting results from Caitlin and jenny, getting the results after ODAY. |
| 6. general business        | Nothing to note.   |
| 7. next meeting            | After ODAY.  |

## STUDENT SERVICES MEETING MINUTES

|                     |  |          |                |
|---------------------|--|----------|----------------|
| NAME                | Student Services Committee Meeting   |          |                |
| DATE OF MEETING     | 11 <sup>th</sup> June 2021   | TIME     | 12pm           |
| MINUTES PREPARED BY | Eleanor White SOC President  | LOCATION | Meeting Room 1 |
| ATTENDANCE          | <p><b>Attendance:</b> Eleanor White, Emma Mezger, April Htun, Chloe Kam,</p> <p><b>Staff:</b> Caitlin MacPhail, Leigh Chalmers, Antonia Taylor, Alana Thompson, Zoe Whickham</p> <p><b>proxy:</b> Viknash VM (for Joey Nguyen)</p> <p><b>Apologies:</b> Jameson Thompson</p> |          |                |

| Agenda Points and Minutes    |  |
|------------------------------|--|
| Topic                        | Discussion   |
| 1. Acknowledgment of Country |  |
| 2. Engagement Department     | <p>New Merchandise order being finalised, finishing up online shopping website.</p> <p>Lots of event promotion, SO FRESH competitions on the Instagram, less traditional ways of promoting the events that appear to be working.</p> <p>Will be looking for sponsorship of the diaries and updating the best units guide, best visited pages on the website.</p> <p>Looking at getting some new prizes and give aways for ODAY next year</p> |
| 3. Events                    | <p>End of Semester party tonight in the TAV</p> <p>Exams RnR, came out of leighs welfare budget. 2000 pieces of fruit and lots of people coming through the animal locations. Will do again next year in exams.</p> <p>Guild on the green – Tuesday of orientation week. Reaching out to the departments and bringing down the spinny wheel.</p>   |

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|                     | <p>Producing an ask me anything with the guild president and ISD president, It is aimed to international students that aren't on campus.</p> <p><b>BALL: DATE CHANGE. 8<sup>th</sup> October.</b></p> <p>Theme – discussed but not minuted for the sake of confidentiality</p>   |
| 4. Volunteering     | <p>Launched winter holidays and is almost booked up!! 200 bookings!!</p> <p>There will be a website update and integrate with the new guild page.</p> <p>Lots of discussion re relay for life – considering new locations of riley oval as the event has outgrown oak lawn.</p> <p>Change over of the volunteering chair to Marcus, so having an end of semester thank you to all who are moving on!</p>   |
| 5. Student assist   | <p>Everything going well, quiet 10 days. Was a huge 3 weeks leading up to exams.</p> <p>Listening circle going well. Indian students support group is going well and there is one more session scheduled.</p> <p>Training to complete to be a sexual assault disclosure officer as there is only 2 across the whole university,</p> <p>Carer support group starting next semester</p> <p>Start another international students support group for semester two that would be promoted much better that should be more widely participated in.</p> <p>Soup and support in august! Went really well last time.</p> |
| 6. general business | <p>Updates in SLT.</p> <p>Redoing the whole system. There wont be any new trainings in the second semester, but there will be new ones in November</p> <p>Confusion re who should be working with clubs and departments. Clarification that clubs are welcome to collaborate with departments but are under no obligation to.</p>  |

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|  | <p>Discussion of Welfare x legacy issue that appears to have produced some confusion, and that this was a unique case to which should not have occurred.</p> <p>India week planning to organise events, having a meeting next week (emma and leigh) to discuss delegation. 9-13<sup>th</sup> august.<br/>The Indian Consulate has reached out and wishes to collaborate.</p> |
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## MEETING MINUTES

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| CLUB NAME           | Student Services Committee Meeting   |          |      |
| DATE OF MEETING     | 30 <sup>th</sup> June 2021   | TIME     | 10am |
| MINUTES PREPARED BY | Eleanor White<br>Societies Council<br>President  | LOCATION | zoom |
| MEETING OBJECTIVE   | June meeting of SS committee   |          |      |
| ATTENDANCE          | <b>Eleanor White, Chloe Kam, April Htun, Emma Mezger</b><br><br><b>Caitlin McPhail, Leigh Chalmers, Clare McNish</b> |          |      |

| Agenda Points and Minutes           |   |
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| Topic                               | Discussion  |
| 1. acknowledgment of country        | <ul style="list-style-type: none"> <li>Acknowledge that the land that we are virtually meeting on is the land of the Whadjuk Noongar people, this land was stolen and sovereignty was never ceded. We acknowledges the elders past present and emerging.</li> </ul>   |
| 2. Confirmation of previous minutes | <ul style="list-style-type: none"> <li>Both the 5<sup>th</sup> of may and 11<sup>th</sup> of June emails approved through the meeting</li> </ul>  |
| 3. Engagement                       | <ul style="list-style-type: none"> <li>Reviewing orientation content soon, potentially preparing for orientation online</li> <li>Event promotion is beginning – club carnival, orientation, student leadership summit (with venture)</li> <li>Looking into the website speed yet again – EMPs are causing us issues.</li> <li>Ideas for content they would like to see for semester two besides regular event promotion               <ul style="list-style-type: none"> <li>Instagram reels</li> <li>Day in the life videos</li> <li>More would you rather/who would win competitions for oweek</li> <li>More information for the students on what the various guild departments do</li> </ul> </li> </ul> |



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| <p>4. Events</p>         | <ul style="list-style-type: none"> <li>• Guild on the green. Reached out to guild departments to have little stalls to explain what their departments are to students.</li> <li>• Approval to instal some things in the grove, hopefully before the next night markets, we will have 100 meters of lights which will be hireable for clubs.</li> <li>• Found some hireable lights that clubs will also be able to hire – high demand for clubs</li> <li>• End of semester event – currently the guild is booked into the last Friday of semester and the day after is that, EMAS is looking at having a big party on the beach</li> <li>• End of exams – Leisure booked in that Friday.</li> <li>• Arts union want to do an end of semester party with some other facsocs but unsure what is going to happen – the same day the guild has booked in for end of semester.</li> <li>• Would prefer to allow clubs/facsocs to run the events rather than the guild running it themselves.</li> <li>• Potential for other parties throughout the semester subject to elections timetabling</li> <li>• Daytime pool party/floaty party?</li> <li>• Haunted house on oaklawn for Halloween/the ref</li> <li>• Perhaps a rollercoaster.</li> <li>• Disco/bar on fourth floor Reid library. Potential for haunted house in the archive of Reid.</li> </ul> <p>BALL</p> <ul style="list-style-type: none"> <li>• This section is not in the minutes for confidentiality of theme.</li> </ul> |
| <p>5. Student assist</p> | <ul style="list-style-type: none"> <li>• Unfortunately Student assist could not attend this meeting in person, however a statement was provided via email which I have included here:</li> <li>• currently in a busy period with academic misconducts and financial support. Yesterday during the Welfare &amp; Advocacy Committee Meeting it was communicated that students were experiencing additional financial stress in this lockdown due to the sudden loss of work. In response to this, our financial support options were posted on social media which has resulted in an influx of financial support applications and queries. Our Business Support Officer, Aline, is working through these as quickly as she can with support from the rest of the team. Also, with exam results about to be released we are gearing up for a busy review period 😊</li> <li>• Attended SARC (Sexual Assault Resource Centre) training last week which was extremely valuable to get a re-fresher and to</li> </ul>   |

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|                 | <p>get a better understanding of the reporting/disclosure systems in place at UWA.</p> <ul style="list-style-type: none"> <li>• In semester 2 we will be running 2 support groups: International Student Support Group and Carers Support Group. These will be advertised on social media as well as around campus and will be facilitated by our Wellbeing Counsellor Vanesse and co-facilitated by myself (international support group) and Rosa (carers support group).</li> </ul>  |
| 6. Volunteering | <ul style="list-style-type: none"> <li>• Winter volunteering programming going well, until the last 3 days (lockdown). Over 200 bookings in the first week. 10 different organisations and have had to reschedule a lot of this to compensate for the lockdown.</li> <li>• In talks with assets (survivors of trauma) to collaborate on a program called building bridges, based on engaging youth with places around perth to help them form connections in their new homes.</li> <li>• Working with faculties to get more young people into science</li> <li>• Invited to the UWA strategic engagement showcase</li> </ul> |

Next Meeting Date: 30<sup>th</sup> July 2021 10am.