



Meeting Minutes

UWA Student Guild

Welfare & Advocacy Committee

Date: Friday 12th January @ 10:00am
Location: Meeting Room 2

1 WELCOME AND OPENING

1.1 Welcome

Acknowledgement of country

1.2 Attendance

Pheobe Ho	(Welfare Officer, chair of this meeting)
Megan Lee	(Guild President)
Patrice Mitchell	(Student Assist)
Ben Perry	(Ordinary Guild Councilor)

1.3 Proxies

Laura Bullock (Access Department VP)	for Chloe Hynes (Access Chair)
Kevin Fitzgerald (Ed Council OCM)	for Conrad Hogg (Ed Council President)
Bre Shanahan (Deputy Welfare of Initiatives)	for Roshni Kaila (Women's Officer)

2 CONFIRMATION OF PREVIOUS MINUTES

N/A

3 BUSINESS COMPLETED VIA CIRCULAR

N/A

4 O'DAY

- International Students O'Day (19th Feb, Monday)
 - International Student Welfare packs
 - **Action:** Patrice to look into costs of translation services
 - Packs to include lollies, pens, phone wallet cardholders
 - **Action:** Pheobe to see Engagement for further ideas and get quotes from Roshni for phone wallet cardholders by Wednesday 17th January
 - **Action:** Pheobe to email MicroVolunteering to put second half of Welfare packs together—committee will do first half.
- O'day (23rd Feb, Friday)
 - Brochures
 - **Action:** Pheobe to decide with Engagement on number of brochures that will depend on budget, and also whether brochures should be changed to a glossy two-sided leaflet or bookmark with key events on it
 - Freebies: Student Assist giving out mini recipe books with pack of noodles,
- Guild Day (20th, Feb, Tuesday)
 - Try to make activities/ideas engaging—come out from behind tables, put out beanbags
 - **Action:** Laura, Pheobe, and Patrice to brainstorm engaging ideas for Access, Welfare, SA for Guild Day by next Friday 19th Jan. Email pacpresident@guild.uwa.edu.au for engaging ideas.

3 INTIATIVES

3.1 SOC/PAC Awards

- Megan suggested that it may be easier for clubs to send emails rather than have a form, but can still try setting up form.
- **Action:** Pheobe to set up Google form with Kelvin to put on Guild website. Include club name, executive name, specified event that the club would like to help out at, how they can provide help.
- **Action:** Megan to send list of what to include on form through
- Pheobe will compile this information and present it at next SOC meeting on 7th Feb.

3.2 Food pantry sponsorships

- Welfare Department have started calling various IGAs, Farmer Jack's, Herdsman, Rise Supermarkets.
- **Action:** All of committee to think of other potential food grocers to contact (probably smaller businesses) and email Pheobe.
- Have negotiated partnership with UWA Sport—community bins to help food pantry drive, and newsletter exposure to UWA Sports members.
- **Action:** Pheobe to email Mia Herriman (Marketing Officer) at UWA Sport to fine-tune details of partnership.

3.3 Mental health services flow-chart

- Committee have approved list of off-campus services, with suggestions for inclusion of various phone apps.
- **Action:** Ben to email Christine Pascott (Director of University Medical Centre) seeking input on list of useful mental health apps.
- **Action:** Patrice working on mental health services fact sheet rebranding with Engagement.

3.4 Charity tins

- Committee have read through three charity blurbs—FairGame, Youth Focus, Carad—circulated via email, all are happy with them.
- **Action:** Patrice to speak to Jack regarding where approval is at for charity tines on campus (in Guild catering outlets, at GSC, etc.)

3.5 Food Free Wednesdays initiative

- Committee suggested to change "Food Free Fridays" to Wednesdays, as there will be more students on campus.
- Committee suggested fresh fruit from farmer's markets. Patrice suggested to utilize Guild chef (Drew) as much as possible.
- Patrice mentioned to utilize Guild chef Drew for any cooking/meals.
- Student Assist advised that they could fill in for any Food Free Days that do not have any companies on, while also promoting Student Assist services.
- **Action:** Committee to think of any more healthy food organizations to contact
- **Action:** Megan to email Pheobe Chobani Activations Team (Tianh) email
- **Action:** Pheobe to contact Jacob Fowler (Guild Secretary) regarding student projects to potentially set up welfare-related events (BBQs, breakfasts, etc.) as part of this initiative
- **Action:** Pheobe to contact Molly Goldacre (Guild Chair) in regards to UberEats partnership, Relay For Life for more information on yoghurt donations.

3.6 Welfare Profile of the Month

- Suggested people to feature on Welfare Profile of the Month—researchers, students, heads of Department
- **Action:** Everyone to find 2 people to potentially interview by next W&A meeting
- Suggested potential questions—"What do you do to stay health?" "What contributions have you made improve the welfare of students?" etc.
- **Action:** Pheobe to work with Engagement on potential interview questions

3.7 Webinars

- Engagement suggested running Webinars on key issues that students face over 2018.
- Committee's Webinar topic suggestions

- How to access mental health services on campus
- How to access special consideration
- Guide to getting through exam periods
- Impact of home sickness on international students (i.e., it's okay to feel down when you're still here)
- How to be pro-active with your mental health before you start experiencing problems (i.e., cheap recipes, fitness app recommendations)
- **Action:** Pheobe to forward on suggestions to Danielle and Chelsea from Engagement

4 EVENTS

4.1 Mental Health Slam Poetry Night (W7, S1)

- **Action:** Pheobe to set up meeting with potential event collaborators; CWAP, WAMSS Interhealth, Access to discuss details of event
- Venue: Tav, Hackett, *new Ref (open O'Day)*
- Performances: Mental health lived experience slam poetry, mime? Suggestions to not limit performances. Performances on night chosen through 1) Online EOI forms; 2) auditions
- Safety considerations for looking after attendees of this event
 - Student Assist to be there at "Chill-out Zone" in a corner
 - Event pre-registration with performance description and schedule—so attendees will can be prepared for any potentially triggering topics.
- Small prize for winning act if budget allows.

4.2 PJ Day (W7, S1)

- Dressing up in PJs to raise awareness for the importance of healthy sleep habits/hygiene.
- Gold coin donation goes to National Sleep Foundation for sleep disorder research.
- **Action:** Pheobe to contact sleep science for any other potential sleep organizations. Pheobe also to contact Bronwyn Milkins (Psychology PhD student investigating sleep) by **Friday 19th Jan** to speak at Seminar on PJ Day.
- **Action:** Patrice to speak to Jack regarding approval for charity tins to be set up on catering outlets, libraries, etc. on campus.

5 WELFARE WEEK SEMESTER 1

Committee has approved the following Welfare Week plan:

5.1 Monday: Mental Health

- Lived experience event with Access collective
 - **Action:** Pheobe to contact Chloe Hynes (Access Chair)
- Bubble Soccer
- HPU 5 ways to wellbeing pledge
 - **Action:** Pheobe to contact Ella Brook (UWA HPU Project Officer)

5.2 Tuesday: De-stress

- PAWS on Oak Lawn:
 - Consideration not too make this space too overcrowded, unethical for animals
 - **Action:** Pheobe to contact Kasey for options in planning this.
- Creative Writing and Poetry Club: Expressing yourself in written words
- Maths Union doing art therapy

5.3 Wednesday: Wellbeing

- Massages/physio 10-2pm: Australian Institute of Fitness
 - Hannah Coopes (Welfare Secretary) has contacted, waiting on update.
- HPU: Alcohol
 - **Action:** Pheobe to contact
- Dr yes: Sexual Health
 - Hannah Coopes contacting

5.4 Thursday: Homelessness

- Free breakfast/soup kitchen: Run by Student Assist
- Homelessness Seminar
 - **Action:** Bre to contact Manna

- Action: Laura to contact Homeless Connect and Manna for potential guest speakers
- Clothes Swap
 - **Action:** Pheobe to contact Enviro Department
- PAC: Sleepout for homelessness
 - Pheobe has contacted Joey, waiting for reply. May not run this event as may be too full on.
- **Other suggestions**
 - Activity: Guess how many food items we can buy with daily grocery items: Cut out pictures of bread, milk, petrol, etc. and stick on list of textbooks
 - Student Assist can be at stall to display items from Food Pantry, and offer financial options and/or more information about the Food Pantry

5.5 Friday: Physical Health

- UWA Dance—get them to run dance/Zumba
 - **Action:** Pheobe to find out contact for UWA Dance and set up meeting
- UWA Sport fitness classes today, as well as the week before (W11)
 - **Action:** Pheobe has contacted Mia from UWA Sport for free express fitness class. Set up meeting to finalize details
- Physical health checks
- **Other suggestions**
 - **Action:** Pheobe to contact Molly Goldacre (Guld Sports Representative) on potential collaboration ideas

6 MEAL VOUCHER SCHEME

- In 2017, the meal voucher scheme had a great impact on young people by providing those who couldn't afford meals with meal vouchers to use at Guild catering outlets.
- These vouchers were previously to a value of \$15, but students were only using 2/3 of its value while feeling obliged to spend more on unnecessary items. Suggestion to lower voucher value.
- Committee unanimously agreed to bring voucher value down to \$10.
- **Action:** Patrice will organize to pass this through Guild Council.

7 OTHER COMMITTEE BUSINESS

- Mental health EMP checklist: Clubs need to know how to, and should be taking more pro-active stance for mental health-related accidents (e.g., budgeting from MHFA training)
- **Action:** Pheobe and Laura to set up meeting to discuss.

8 NEXT MEETING

Meeting closed 10:53am.

Next meeting on Friday, 9th Feb @10:30am.



Meeting Agenda

UWA Student Guild

Welfare & Advocacy Committee

Date: Friday 9th February @ 10:15am
Location: Meeting Room 2

1 WELCOME AND OPENING

1.1 Acknowledgement of Country

1.2 Attendance

Pheobe Ho	(Welfare Officer, Chair of this meeting)
Megan Lee	(Guild President)
Ben Perry	(Ordinary Guild Councillor)
Yanjia Song	(Ordinary Guild Councillor)
Chloe Hynes	(Access Chair)

1.3 Apologies & Proxies

Patrice Mitchell	(Student Assist Officer)
Kevin Fitzgerald	(Education Council OCM)
Lavinia Kailis (Women's VP)	for Roshni Kaila (Women's Officer)

2 CONFIRMATION OF PREVIOUS MINUTES

Passed unanimously.

3 ACTIONS & BUSINESS FROM PREVIOUS MINUTES

All actions completed except for the following outstanding/altered action items

- **SOC/PAC awards**—have decided clubs/societies will contact Welfare Officer (Pheobe) directly via email if they'd like to get involved instead of using a google form.
- **Mental Health EMP Checklist**—this has been put on hold as after a meeting on mental health event management, there has been a different suggested plan of action.
- **'Re-fuel Wednesdays' initiative**—Pheobe still to draft proposal and send to Spud Shed and farmer's markets for fresh fruit.
- **Welfare Week 'Homelessness Thursday'**— Pheobe Ho has confirmed collaboration with WAAMS Code Green (to replace Guild Enviro Department) for Cloths Swap meet.
 - **Action:** Lavinia (for Bre) still needs to contact Manna by **Tuesday, 13th Feb.**
 - **Action:** Chloe still needs to follow-up with Homeless Connect by **Tuesday, 13th Feb.**

4 BUSINESS COMPLETED VIA CIRCULAR

N/A

3 O-WEEK & PACKING

Pheobe put calls out for volunteers to help pack international student welfare packs. Scheduled for next Friday, 16th Feb at 1pm at the Guild Volunteering area in GSC.

Pheobe has said helpers are also needed on roster for O-week at the Welfare Department stall.

Action: Ben to send through availabilities for O-week by **early this afternoon**.

Action: Pheobe to send out rosters for O-week by **COB today**.

4 INTIATIVES

4.1 Food Pantry Sponsorships

Pheobe said we haven't got much positive responses from the food grocers we have contacted. However, she has contacted Maddie Hedderwick (RSD President) to work together in getting College Row more involved in the Guild's Food Pantry initiative. Pheobe has contacted all Heads of College, and are awaiting on their responses. We have gotten confirmation that St Catherine's College will be getting involved by donating non-perishable food items at the end of each semester.

Pheobe has asked when committee members are available to pick up bread loaves from Barrett's Bread each week. Helpers are need for 4-4:15pm pick-ups on Monday, Tuesday, and Wednesday.

Action: Yan will send through roster availabilities by **1pm, Monday 12th February**.

Action: Pheobe will send out roster by **COB Monday**.

4.2 Mental Health Services Flow-Chart

Ben Perry has spoken to Tricia Wylde from UWA Health Promotion Unit, and Liz Caddy from UWA Medical Centre, for inquiring on best practice recommendations for mental health apps. Tricia has said mental health apps should only be used in supplement to professional help from a mental health professional, and that it would be difficult to review available apps to determine if they were evidence-based. However, Tricia has sent Pheobe Ho several online program resources. These have now been included in the updated list of off-campus mental health services/resources and submitted to Engagement.

4.3 Charity Tins

Pheobe has gotten approval from Jack Spagnuolo (Commercial) to have a charity donation tin at the till of each catering outlet.

Action: Lavinia to look into quotes for tins. Email to Pheobe by next **Friday 16th February**.

4.4 Food Free Wednesdays initiative

Pheobe said that after consulting other members on Guild Council, it was suggested that this be renamed to 'Re-Fuel Wednesdays' for purposes of sounding more engaging and appealing to students, as well as to external stakeholders wishing to be involved in this initiative.

Pheobe has also contacted the Chobani Australia team to organize for Chobani yoghurt pots to be distributed on Oak Lawn during Week 3 of Semester 1 and 2. She is awaiting on a final confirmation email. She has also spoken to Guild Secretary, Jacob Fowler on running BBQs for students to 'get to know their student representatives'. She is still awaiting for confirmation from Jacob on whether funding for this initiative is able to come out of the Special Projects budget.

4.5 Welfare Profile of the Month

Pheobe thanked everyone for submitting two potential welfare profiles each.

Action: Each person to get permission from their two chosen welfare profiles to use their photos on social media, and if they agree, to email them to Pheobe by **Wednesday 14th February**.

Action: Pheobe to get Welfare Department VP to submit design request to Engagement by **Friday 15th February**.

4.6 Webinars

Pheobe has forwarded suggestions to Engagement. Engagement has advised that the topics '*How to be more involved with campus culture/life*', '*The impact of homesickness on international students, and how to cope with it*', and '*How to be pro-active with your mental health before you start experiencing problems*'.

The Welfare Department members are currently putting ideas and content together for '*How to get more involved with campus culture/life*'. Pheobe will be circulating content via email in next two weeks or so to all of committee for feedback. This webinar is planned for S1, W4.

5 PAM "MENTAL HEALTH" SERVICE

Lavinia Kailis has said Roshni Kaila (Women's Officer) has suggested having a PAM 'mental health' service, similar to the PAM services in libraries currently, except it would be a number students can call or text if they were having a mental health emergency (e.g., panic attack).

Chloe Hynes responded saying that the Access Department will be launching their Access App—the Android version in approximately two weeks, and the Apple version in two months. The app essentially will function as an interactive map with support services mapped on, as well as locations of accessible facilities (i.e., ramps). The app will also include numbers students can call—so having PAM may make resources redundant.

Megan Lee commented that we have four Student Assist Officers currently, but that we only have one trained counsellor out of the four officers. She also acknowledged that this may bring up certain risks, and not do the best by students, since Student Assist have a heavy caseload and are not 24/7. Additionally, she said that the University has an emergency line for counselling—so it may be best to promote these services through the Access App.

Megan also said she was currently working with the University on a 'Chatbot' project that uses technology to triage students, and to determine if students are experiencing a mental health emergency, requiring assistance on special considerations, or are needing ongoing services, etc. She said she will keep Pheobe updated on the project.

6 OTHER COMMITTEE BUSINESS

7 NEXT MEETING

Meeting adjourned 10:41am.

Next meeting Wednesday March 7th, at 10am.



Meeting Minutes

UWA Student Guild

Welfare & Advocacy Committee

Date: Thursday 8th March @ 12:00pm
Location: Meeting Room 1

1 WELCOME AND OPENING

1.1 Acknowledgement of Country

Pheobe Ho (Chair) paid her respects to elders past, present, and emerging.

1.2 Attendance

Pheobe Ho	(Welfare Officer, Chair of this meeting)
Patrice Mitchell	(Student Assist)
Chloe Hynes	(Access Chair)
Ben Perry	(Ordinary Guild Councillor)
Yanjia Song	(Ordinary Guild Councillor)
Kevin Fitzgerald (Ed Council OCM)	for Conrad Hogg (Education Council President)
Megan Lee	(Guild President)

1.3 Apologies & Proxies

Anthea Liu for Roshni Kaila (Women's Officer)

2 CONFIRMATION OF PREVIOUS MINUTES

Passed unanimously.

3 BUSINESS COMPLETED VIA CIRCULAR

N/A

4 ACTIONS & BUSINESS ARISING FROM PREVIOUS MINUTES

All actions completed except for the following outstanding/altered action items;

- **Welfare Profile of the Month:** Pheobe has sent emails to individuals who were chosen to be featured in this initiative, waiting to hear back. Welfare Department VP will submit design request once answers are received.
- **Charity tins:** Lavinia has sent through link for tins, Pheobe has emailed company but still awaiting reply.
 - **Action:** Pheobe to get Welfare Secretary email Youth Focus to ask for donation tins and merchandise by **next Tuesday**.

3 INTIATIVES

3.1 Positive Vibes Board

Campus Management has approved. Pheobe Ho has circulated the Guild notice board quote Jack Spagnuolo (Commercial) had attained from Campus Management to Committee, enquiring if this is something the Guild should invest in for the long-term.

Committee agree that it should be replaced.

Megan Lee (Guild President) said may not have enough budget. May be something to consider for next year.

Action: Megan Lee to find where budget can potentially be sourced from.

3.2 Mental Health Event Management

Chloe Hynes said mental health event management was an issue that was raised to the Access Department. As a result, a meeting was set up between Access Department, Welfare Department, Student Assist, Events, and Red Frogs. Although planning is still in its infancy, there were suggestions to have 'welfare officers' trained up for mental health emergencies specifically for clubs/FacSoc-run events based on a ratio system.

Pheobe said her and Chloe are about to draft a policy for mental health event management and would like input from this Committee.

Megan said this would also include the development of resources that can be handed out discretely to students. Patrice said HPU may be able to include de-escalation techniques training for proposed welfare-officers, and that we may also be able to work together with Red Frogs.

Committee recommendations on questions to address:

- Who can do this training?: Medical/psychology students—but issue of protecting Welfare Officers. There needs to be criteria and interview for this volunteer role, and restrictions on age for maturity (i.e., second year)
- What kind of training would volunteers have?: Trauma training, SLT?
- How would we take care of Welfare Officers if something goes wrong?
- How many patrons to one welfare officer (ratio)
- What kind of rostering system should we have? How do we incorporate it with Events and EMPs?
- Do we want this to be compulsory for all major event EMPs?
- What are the volunteer hours procedures like? Who can sign off on them? How are errors included?

Action: Pheobe and Chloe to meet up to flesh out draft policy.

3.3 Mental Health Services Flow-Chart

Pheobe has circulated a draft copy of the Mental Health Services Flow-Chart for Committee to have a look at.

Committee suggestions:

- Patrice concerned there is too much in there. Condense into most relevant services for that disorder, and keep it to free services for now.
- Chloe suggested to make each page only one topic. Chloe said most students come in only for Depression, anxiety, and trauma
- Yanjia said ISS is happy to translate this into Chinese—but Chloe said to be aware of whether services are still free as international students.

Action: Pheobe to ask Coders for Causes if they are able to code flow chart.

3.4 SOC Welfare Award Points System

Pheobe said that this year, the Welfare Department have worked with SOC to introduce the SOC Welfare Award, with a monetary prize of \$300. SOC/PAC clubs may gain points for this award for

- Fundraising: PJ Day, Charity of the Semester
- Food donations: Donating non-perishable/perishable food items or toiletries to Food Pantry
- Advertising: Any of Guild Welfare Department's events/initiatives
- Catering: Providing refreshments/drinks at any of Guild Welfare Department's events

Pheobe asked Committee what the 'currency' of each stream would look like.

Megan said we would need to prioritize categories. For example, advertising would be 1 point. For the next prioritized task, it would be 2 points, etc. However, it would be hard to have awards based on points. She said awards should be awarded holistically based on clubs' written applications on how they demonstrate certain criteria. Committee agreed.

4 EVENTS

4.1 Food Free Tuesdays Initiative

Pheobe said Jacob Fowler (Guild Secretary) has gotten approval to use the Guild's Special Projects budget to run two sausage sizzles—one in Semester 1 (next Tuesday, W3), and one in Semester 2 (W3). Pheobe encouraged all Committee members to come down to represent the Guild in doing student outreach.

Pheobe also said Chobani Yoghurts have agreed to distribute free yoghurt pots on Tuesday, W6. There are some issues with settling the activations fee, but Pheobe is working with Chloe Jackson (Associate Director of Student Services) on this.

4.2 Mental Health Carnival Semester 2

Pheobe mentioned she had met up with WAMSS, who suggested running a Mental Health Carnival in Semester 2 that would coincide with Mental Health Week (usually first or second week of October). This would be a potential collaboration with Welfare Department, Access Department, Health Students Society, and PsycSoc. Relevant stakeholders have indicated their interest.

Patrice said we should focus on the positives on mental health; how to stay positive and happy, instead of having 'depression' stall, etc.

Committee said more details would be required before deciding if this was something feasible.

Action: Pheobe to meet up with WAMSS to discuss structure of this event and report back.

4.3 Mental Health Panel Discussion (Monday, W5)

The Mental Health Panel Discussion has been planned for Tuesday Week 5 (26th March), from 12-1pm at Moot Court. Pheobe asked all Committee to come down to this event

Action: Pheobe to submit design request to set up Facebook event with Engagement by COB tomorrow (9th March). Pheobe will notify Committee once Facebook event is live.

Action: All Committee to share event on social media, and invite *at least* 100 friends to event.

4.4 Mental Health Slam Poetry Night (Thursday, W8, 6pm)

Pheobe said this event will be running at Hackett Café from 6-9pm on Thursday, April 26th. This event aims to reduce stigma surrounding mental health, and encourage students to speak up. Pheobe has discussed with Zena Ibrahim (student working on this project) and Student Assist the tone of the night—it was decided that there would be minimal censorship, but that we would mitigate risks of triggering audience members by including content warnings beforehand, and having a ChillOut Zone that Student Assist would run.

Action: Pheobe to follow-up with CWAP about poster design. Pheobe will submit design request to set up Facebook event with Engagement once she receives poster design, and will notify Committee once Facebook event is live.

Action: All Committee to share event on social media, and invite *at least* 200 friends to event.

5 CLARIFICATION OF COMMITTEE'S ROLE

Benjamin Perry asked what the difference between the Welfare Department and the Welfare & Advocacy Committee was. Pheobe said the Department played a more active role in physically running events, and putting together initiatives, whereas the Committee's role was to review these events/initiatives and act

as an approval body. Pheobe also acknowledged that would be occasions where several overlaps would occur.

6 REGULAR MONTHLY MEETING

Meetings to be held 11:00am the first Thursday of every month.

7 OTHER COMMITTEE BUSINESS

8 NEXT MEETING

Meeting closed 11:52am.

Next meeting on Thursday, 5th April @11:00am.



Meeting Minutes

UWA Student Guild

Welfare & Advocacy Committee

Date: Thursday 5th April @ 11:00am
Location: Meeting Room 1

1 WELCOME AND OPENING

1.1 Acknowledgement of Country

Pheobe Ho (Chair) paid her respects to elders past, present, and emerging.

1.2 Attendance

Pheobe Ho	(Welfare Officer, Chair of this meeting)
Ben Perry	(Ordinary Guild Councilor)
Lauren Espinoza	for Roshni Kaila (Women's Officer)
Lachlan Waller	(Ordinary Committee Member)
Fiona Iswansantoso	(Ordinary Committee Member)
Megan Lee	(Guild President)

1.3 Apologies & Proxies

Patrice Mitchell	(Student Assist)
Charlotte Dale	(Access Chair)
Kevin Fitzgerald (Ed Council OCM)	for Conrad Hogg (Education Council President)
Yanjia Song	(Ordinary Guild Councilor)

2 ACTIONS & BUSINESS ARISING FROM PREVIOUS MINUTES

All actions completed except for the following outstanding/altered action items;

- **Positive vibes board:** This will now have to be an initiative put forward in 2019 due to funding.
- **Mental health event management:** Will flag this and re-visit during mid-year break as Charlotte Dale (Access Officer) and Pheobe are busy with other commitments/responsibilities currently.
 - **Action:** Pheobe to forward on details to Lachlan Waller and Fiona Iswansantoso
- **Mental health flow chart directory:** Has been submitted to design with all previous suggested edits. Pheobe has contacted Coders for Causes but still waiting on reply. In the meantime, Engagement have said this can be implemented as a click-through flow-chart for next year on the Guild's website.
- **Mental Health Carnival:** WAMSS have been busy and not yet replied, but this will most likely be organized over mid-year break due to busy semester.

3 CONFIRMATION OF PREVIOUS MINUTES

Passed unanimously.

4 BUSINESS COMPLETED VIA CIRCULAR

N/A

5 INITIATIVES

3.1 Re-Fuel Tuesdays Initiative (Tuesday, W6, 12-1:30pm)

The next Re-Fuel Tuesday will be on next Tuesday, 10th April. Pheobe has organized for Chobani to bring down ~500 yoghurt pots to distribute on Oak Lawn during 12-1:30pm. Pheobe has asked all of Committee to be down at Ref courtyard by 11:40am to help set up, and to help pack down after.

Action: Committee to mark this date in their schedules and be present at this event.

4 EVENTS

4.1 PJ Day (Tuesday, W7, all day)

Guild social media will be launching event soon, with posters going up also. Timeline is tight and really need to make sure we hit this event hard on social media. Reminder that Bronwyn Milkins will be giving an 'Effective Sleep' talk from 1-2pm at Moot Court on that day, so make sure to spread the word. Pheobe also said it is expected everyone comes dressed in their PJs on that day for a gold coin donation!

Action: Pheobe to post link on group, and everyone to share with, and invite friends.

4.2 Mental Health Slam Poetry Night (26th April, Thursday, W8, 6pm)

Posters for event are up, with expressions of interest currently open. CWAP, Student Assist, and Welfare Department Deputy Officers are reviewing poetry content and in the middle of confirming performers. Goal is to have 80-100 people attending on the night (excluding performers).

Pheobe has asked all Committee members to book 5-10pm out in their calendars.

Action: All Committee to share event on social media, and invite *at least* 200 friends to event.

5 MONTHLY COMMITTEE MEETINGS

Action: Pheobe to put post out on Committee Facebook page to gauge best meeting time

6 CLOSE & NEXT MEETING

Meeting closed 11:18am.

Next meeting TBA



Meeting Minutes

UWA Student Guild

Welfare & Advocacy Committee

Date: Thursday 3rd May @ 1:00pm
Location: Meeting Room 1

1 WELCOME AND OPENING

1.1 Acknowledgement of Country

Pheobe Ho (Chair) paid her respects to elders past, present, and emerging.

1.2 Attendance

Pheobe Ho	(Welfare Officer, Chair of this meeting)
Ben Perry	(Ordinary Guild Councilor)
Yanjia Song	(Ordinary Guild Councilor)
Kevin Fitzgerald (Ed Council OCM)	for Conrad Hogg (Education Council President)
Amy Hearder (PAC OCM)	for Roshni Kaila (Women's Officer)
Fiona Iswansantoso	Ordinary Committee Member
Lachlan Waller	Ordinary Committee Member

1.3 Apologies & Proxies

Megan Lee	(Guild President)
Charlotte Dale	(Access Chair)
Patrice Mitchell	(Student Assist)

2 CONFIRMATION OF PREVIOUS MINUTES

Passed unanimously.

3 BUSINESS COMPLETED VIA CIRCULAR

N/A

4 ACTIONS & BUSINESS ARISING FROM PREVIOUS MINUTES

Pheobe told Committee members that it is their responsibility to be present at all scheduled events (that have been given prior notice), if not Committee members are to give prior notice and a reason for their absence.

3 EVENTS

3.1 Welfare Week

The following suggestions have been made for each day of Welfare Week:

- Monday: Bubble Soccer promo signs along Hackett Café, Oak Lawn. Potentially book out Rec Centre for this event for back-up.
 - Action:** Check with Bubble Soccer Perth what is the minimum date they need to know by to re-schedule
- Thursday: Clothes-swap/shop meets signage—about raising awareness for a homelessness charity, and telling students that leftover clothes will be going to these organizations. Lachlan suggested doing social media post
 - Action:** Lachlan to find name of barber shop that gave free haircuts by **Monday 7th May**
 - Action:** Pheobe to follow-up with Department for Co-op sponsorship
- Friday: Move UWA Dance classes to Tuesday to get more traffic

- Suggestions
 - Lachlan Waller suggested to spread out events across campus, like libraries—have colouring in stations situated throughout.
 - *Action*: Lachlan to contact Arts Union president to see if they can run any events, like Welfare Week Chill-Out Zone by **Monday 7th May**.
 - *Action*: Lachlan to contact Arts Union to see if they can do hot chocolate in the evening for students.
 - Amy Header suggested contacting Access for chill out zone
 - *Action*: Pheobe email Access to organize this
 - Amy also suggested late night library initiatives, seeing as it's nearing exams—like urn with hot chocolate, etc.
 - Lachlan suggested contacting Blackstone Society for 'walk a dog' initiative—to have a Welfare Department presence in Law area/Moot Court

4 OTHER COMMITTEE BUSINESS

5 NEXT MEETING

Meeting closed 1:48pm

Next meeting on July 2nd at 1pm.



Meeting Minutes

UWA Student Guild

Welfare & Advocacy Committee

Date: Thursday 5th July @ 11:00am
 Location: Meeting Room 1

1 WELCOME AND OPENING

1.1 Acknowledgement of Country

Pheobe Ho (Chair) paid her respects to elders past, present, and emerging.

1.2 Attendance & Proxies

Pheobe Ho	(Welfare Officer, Chair of this meeting)
Fiona Iswansantoso	Ordinary Committee Member
Jim Leipold (Treasurer)	for Megan Lee (Guild President)
Peter Watson	for Ben Perry (Ordinary Guild Councillor)

1.3 Apologies

Kevin Fitzgerald (Ed Council OCM)	for Conrad Hogg (Education Council President)
Lauren Espinoza	for Roshni Kaila (Women’s Officer)
Lachlan Waller	Ordinary Committee Member
Yanjia Song	(Ordinary Guild Councillor)
Charlotte Dale	(Access Chair)
Patrice Mitchell	(Student Assist)

2 CONFIRMATION OF PREVIOUS MINUTES

Not passed. This will be brought forward to the next meeting.

3 BUSINESS COMPLETED VIA CIRCULAR

N/A

4 ACTIONS & BUSINESS ARISING FROM PREVIOUS MINUTES

5 REVIEW OF SEMESTER 1

5.1 Welfare Week

(+)	(-)
<ul style="list-style-type: none"> - Instructions were clear for volunteers and committee members to follow - Breakfasts were well done - More events than last year - Collaborations with other clubs/FacSocs 	<ul style="list-style-type: none"> - Promo and comms could have been done better—posters to be more visual than written; perhaps have a second poster with freebies - Events sometimes seemed a bit spread out, space not completely full - More events than last year - More collaborations with clubs/FacSocs

5.2 PJ Day

JL said there was good reach, students on other parts of campus such as the med/dent campus were also dressing up to raise awareness for sleep health. Should run more events that try to reach students from all parts of campus

5.3 Further suggestions

JL said that the Welfare Department should do more work with colleges to promote positive health and wellbeing

PH said that the Welfare Department are currently already working with the Residential Students Department (RSD) on College Row Welfare Week in Week 6 of Semester 2, and that each themed day would be at a different college.

6 INTERNATIONAL DAYS OF OBSERVANCE

PH circulated around a document with a list of significant dates throughout the year (i.e., R U OK Day, World Mental Health Day, National Diabetes Week, Sleep Awareness Week, etc.) and said that the Welfare Department are working with Engagement on developing a social media strategy. PH said that the purpose of this initiative is to allow for the Welfare Department, and the Guild as a whole, to stay involved in promoting awareness of key mental/physical health difficulties students on campus may be facing. By actively posting more regularly, it also aimed to mitigate potential backlashes that may occur if major events are held only on specific critical dates several times a year.

PW cautioned against posting too much, as this the content could get lost in the background amongst Guild social media posts for other events and initiatives. PH said that the Welfare Department would work with Engagement to ensure that the significant dates would not coincide with other major events being run.

7 ROSTERS

6.1 Barrett's Breads Roster

Link to roster: <https://docs.google.com/document/d/1kNul6Hk8dkGwzfU33HRVo-3buefnti3kkcrvwbWYh9w/edit>

6.2 Welfare Lecture Bashes

Link to roster:

https://docs.google.com/document/d/1iiXQg7LlOE8YjeNzd6Up_v3WlafbKvjI37ehIEbkMa4/edit

Roster could not be completed due to lack of Committee members.

Action: All Committee members to fill out both rosters by **Friday, 13th July**.

8 OTHER COMMITTEE BUSINESS

N/A

9 CLOSE AND NEXT MEETING

Meeting closed 11:28am.

Next meeting TBA (poll on Facebook group).



Meeting Minutes

UWA Student Guild

Welfare & Advocacy Committee

Date: Thursday 2nd August @ 11:00am
Location: Meeting Room 1

1 WELCOME AND OPENING

1.1 Acknowledgement of Country

Pheobe Ho (Chair) paid her respects to elders past, present, and emerging.

1.2 Attendance & Proxies

Pheobe Ho	(Welfare Officer, Chair of this meeting)
Roshni Kaila	(Women's Officer)
Fiona Iswansantoso	Ordinary Committee Member
Kevin Fitzgerald (Ed Council OCM)	for Conrad Hogg (Education Council President)
Lachlan Waller	Ordinary Committee Member
Patrice Mitchell	(Student Assist Manager)
Katherine Hagg	(Student Assist Officer)

1.3 Apologies

Yanjia Song	(Ordinary Guild Councillor)
Charlotte Dale	(Access Chair)
Megan Lee	(Guild President)

2 CONFIRMATION OF PREVIOUS MINUTES

Committee minutes for May and July have been unanimously passed.

3 BUSINESS COMPLETED VIA CIRCULAR

N/A

4 ACTIONS & BUSINESS ARISING FROM PREVIOUS MINUTES

N/A

5 SEMESTER 2 EVENTS

- **Week 3 Tuesday (Aug 14th):** *Cooking Masterclass:* Meals on a budget cooking demonstration of pasta. Students who sign up will get a taster. Aim to promote healthy, cheap cooking. The launch of the recipe competition will also be launched on this day. Winner gets \$100 Little Way voucher, and their recipe on the Tavern menu for two days.
- **Week 3 Wednesday (Aug 15th):** *Budgeting workshop:* Student Assist will be running this budgeting skills workshop. Free lunch will be provided.
 - **Action:** Pheobe to follow up with Events (Liam Guiney) name of workshop by **COB today**
- **Week 4 Tuesday (Aug 21st):** *Women's Week Expo:* Student Assist/Welfare stall to be run. Stall will have any coin donation for sanitary items and condoms.
- **Week 5 Thursday (Aug 30th):** *Canned Comedy:* Held at Tavern. Entry fee to comedy show is either a gold coin donation, or can of non-perishable food item. Goal is to raise funds and non-perishable food items for the Food Pantry.
- **Week 6 (Sept 3rd-8th):** *College Row Welfare Week:* First time RSD is running Welfare Week. Pheobe has been working closely with RSD to provide feedback on event ideas.
 - **Action:** Pheobe to send all Committee members College Row Welfare Week schedule

- **Action:** All Committee members to give feedback on schedule by **Thursday, 9th August.**
- **Week 10 (Oct 8th – 11th):** *Mental Health Week:* Coincides with National Mental Health Week. See below for proposed schedule.

6 MENTAL HEALTH WEEK SCHEDULE

All events run 12-2pm unless otherwise stated. The Welfare Department and WAMSS will be organizing all event logistics and planning.

Theme/Day	Event	Stakeholder
Monday: Mindfulness (8 th Oct)	Mindfulness class/ guided meditation/ Goat yoga	UWA Sport/ TBA
	Art therapy	Maths Union
	Mandala colouring-in + snacks	Guild Student Assist
	Sleep hygiene stall + PJ dress ups	Sleep Science Centre UWA/School of Psychology
	Organization of day: Sleep Science Centre	
Tuesday: De-stress (9 th Oct)	Animals on Oak Lawn	UWA PAW
	Free/low cost foods: Free pancakes, fairy floss, snow cones, fundraising bake sales, etc.	Clubs/FacScos
	DIY bath bombs	Science Union
	Free henna	DESI
	Giant games: Jenga, Twister, Sumo	TBA
	De-stress art installation	TBA
	Guild Free Yoga (4-5pm)	Guild Student Centre
	Organization of day: REACHOUT stall with MH pamphlets	
Wednesday: Wellbeing (10 th Oct)	Men's Mental Health Breakfast (9-11am).	TBA.
	Soup and Tunes- chill-out zone	EMAS x Student Assist
	Free physio massages	Curtin University physio team
	5 Ways to Wellbeing Pledge	HPU
	DIY Essential Oils	Environment Department
	Guild Free Pilates (4-5pm)	Guild Student Centre
Organization of day: headspace stall and de-stress activities		
Thursday: Physical Fitness (11 th Oct)	Free dance class	UWA Dance
	Morning walking/running group	UWA Sport x WAMSS Runny Noses
	Sexual health and consent stall	WA Aids Council
	Free health checks	REACH—North Metro TAFE
	Organization of the day: WA AIDS Council	
End of Welfare Week: Lip-sync Battle to wrap up (6-8:30pm)		

- **Action:** Pheobe to register UWA Student Guild Welfare Week online as part of National Mental Health Week once all EMPs are completed
- **Action:** Pheobe to email WaterSport Complex, Hackett Café, UniClub venues about hiring/catering costs for Male Mental Health Breakfast by **Thursday, 9th August.**
- **Action:** Pheobe to look into Blue Shirt Wednesday (www.blueshirtwednesday.com) to see possibility of tying this in to breakfast event by **Thursday, 9th August.**
- **Action:** Lachy to email Ben D'Souza (ECOMS Welfare VP) about business school venue options for Male Mental Health Breakfast by **Thursday, 9th August.**

7 MY HEALTH RECORD CAMPAIGN

Pheobe said that My Health Record is an online platform for storing medical/health records for all Australians. There is currently a 3-month opt-out period that started on June 16th, and will run till October 15th. After this period, all Australians will have a My Health Record automatically created for them if they have not chosen to opt-out.

Pheobe said that there are many benefits of My Health Record, such as easier access for health professionals in emergency situations, and smoother transitions between healthcare services. However,

there are also potential risks such as having a health care professional access your records that you did not intend to have them see, or young people between 14-18 years of age who may be seeing a mental health professional and not wanting their parents to know.

Thus, Pheobe said the key point of this campaign was to educate all students at UWA about the potential benefits and risks so each individual can make their own informed decisions on whether or not to opt out of My Health Record. The campaign will be rolled out in the next 1-2 weeks, with the campaign being primarily online-based.

8 COUNSELLING & SUPPORT GROUPS

Pheobe said that she had recently had discussions with Chloe Jackson and Student Assist about the possibility of applying for the 'Pay It Forward' grant offered through ConnectGroups. She said that Vanesse from Student Assist is planning to run groups on different themes (i.e., mindfulness, self-esteem/confidence, etc.) for 6 weeks running from W5-11 as part of a pilot program. She said she would be facilitating this group as a peer facilitator.

Katherine explained that the Mental Health Commission has funding dispersed through a not-for-profit organization grassroots organizations like ConnectGroups, who support peer support groups. She said she had tried attending the ConnectGroups grant information session, but that ConnectGroups would only support groups that ran peer-to-peer groups, where there was no clear group structure/agenda in more informal settings. Approximately \$4,000-\$15,000 was available for funding from ConnectGroups, but that the current proposed 6-week groups that were based more so around a psychoeducational model would not fit criteria for funding.

Patrice and Katherine both suggested to perhaps have the 6-week groups more peer-led, with Vanesse being a point of support where a student may feel triggered/overwhelmed.

Pheobe suggested that ConnectGroups funding could be used as part of the new soon-to-be Student Assist peer space. Conversely, that everyone would have to re-think the structure and purpose of groups.

9 BARETT'S BREAD ROSTER & MORNING TEA

Pheobe said she would like to put on a morning tea/breakfast to thank Barrett's Breads for their generous daily bread donations over the past and coming semester which has had a huge impact on the Food Pantry.

- **Action:** Pheobe to email Barrett's Breads team, asking them for availabilities for breakfast.
- **Action:** Pheobe to ask Danielle to do a 'Thank-You' certificate, and to get Engagement to take a photo and put in Guild Weekly.
- **Action:** Pheobe to consult with Drew from Catering about breakfast items once numbers finalized.

10 OTHER COMMITTEE BUSINESS

10.1 Be A Better Human Campaign

Roshni said that at the recent Education Conference, it was decided that the 'Be A Better Human' campaign would be run on the topic of consent. She said posters would be put up around the university in the next few days.

10.2 Unit Content Warning Disclosures & Reporting of Discrimination

Pheobe said she and Conrad Hogg (Education Council President) met with Fadzi Whande (UWA Inclusion and Diversity Officer) earlier this week and are looking into how the University can get lecturers and unit coordinators to put content warnings on unit content with potentially triggering topics.

She said they also discussed where students could report any discrimination and/or harassment experienced—as SPOT and SURF surveys may not be the most appropriate platform. Fadzi had said she would raise this at the next Inclusion and Diversity Committee meeting.

11 CLOSE AND NEXT MEETING

Meeting closed 11:58am.

Next meeting on September 6th, at 1pm.