



Prepared by
Cameron Barnes | Guild President

Introduction | Semester 1 has finally arrived!

I want to thank everyone who has been working like mad over the last month to get things ready for the start of semester. We are currently on track with our 100 goals and our new strategic direction. We have established a strong relationship with the University Executive and have already had an impact on the University's strategic decision making. Finally, new opportunities are constantly springing up for additional projects to take on.

Activities | Summary

My activities and correspondence since the January meeting have included the following:

- Met with the Scholarships office to discuss eligibility and promotions issues. I have since been meeting with college reps and Science Union to follow up some of these issues
- Met with Ted Snell, the director of the UWA Cultural Precinct, to discuss collaboration on PAC Pop-Up and supporting student involvement in the arts at UWA.
- Met with Shirley, Wayne and Maddie to kick-start the strategic planning process
- Met with the Director of Student Services to resolve issues around ticket selling on O-Day
- Met with RSD President Simon Thuijs to discuss college engagement strategy
- Met with the Tertiary Access Group to discuss the catering report and potential scope for reform
- Worked closely with the Project Development Group for the Guild Facilities Masterplan to ensure that staff and student preferences were being met
- Negotiated with the NTEU on the next Enterprise Bargaining Agreement increment and reached a mutually amicable agreement
- Wrote a draft *UWA Guild Future Directions Paper* which is now nearly ready for circulation
- Facilitated the Guild's first full strategic planning day
- Met with the President of the Council of Australian Postgraduate Associations (CAPA) to discuss a number of issues, including commonwealth supported places for New Course masters degrees
- Spoke at the orientation for new UWA staff
- Spoke at a panel discussion as part of a professional development course run by the Centre for the Advancement of Teaching and Learning (CATL)
- Attended my first meeting of Academic Board, which focused predominately on the Vice Chancellor's UWA Futures Paper (which you all should have read!) and the upcoming review of pedagogy
- Met with new Deputy Vice-Chancellor (Education) Alec Cameron to discuss orientation, strategic planning, proposals surrounding assessment mechanisms and our involvement in his review of pedagogy
- Worked with Laura, Valentina, Guild Staff and the Orientation Planning Committee to prepare for Orientation Week.
- Attended a meeting of the Guild's Centenary Committee and touched base with our new publication editor
- Attended a taste-testing of the new Tavern menu, which I'm pleased to say was delicious
- Attended a catering committee meeting on the progress of our three-tier catering strategy. We also discussed how to promote the strategy and its recent successes
- Spoke to students in the Flying Start program and sat on an expert panel for a Q&A session
- Attended the Arts Union's orientation event at City Beach
- Attended the Guild Council retreat (and unfortunately had to leave halfway due to illness)
- Spoke at the three commencement ceremonies at the start of orientation week.

- Attended a meeting of the Student Complaints and Appeals Working Party to discuss streamlining student complaint and appeals procedures
- Met with Jon Stubbs for the first regular report on our Service Level Agreement (SLA), which I am pleased to say exceeded expectations
- Initiated regular meetings with PSA President Gemma Bothe, which will continue fortnightly on an indefinite basis. I believe this will establish good practice for postgraduate representation in future years
- Met with a number of senior faculty members on service learning units, which have encountered some trouble at getting up.
- Met with University Lawyer Kim Heitman to discuss a number of matters including potential for a Guild-run student legal advocacy service
- Worked with Hendo and Academic Policy Services to organise student advocacy training for faculty society leaders

Internal | Strategic Planning

Thanks to all of the staff and student reps who attended our planning day on the 8th Feb. For those who have not yet read my Guild Future Directions Paper, please make sure you do! It's really important that I get feedback on this before I take it to the rest of the University community.

Activities | Orientation, O-Day and PAC Pop-Up Launch

Thanks again to all of the dedicated staff and student reps who made O-Day a resounding success. The PAC-Pop Up launch provided an excellent kick-off for the day, although in future we will need to ensure that the event is promoted better within the orientation week information. It may potentially need to be moved to another day.

We have received some feedback already and will be reviewing our running of the event early next week. If you have questions, comments or concerns you would like to pass on please send me an email.

Education | Review of Pedagogy

This will be a significant review and will incorporate some of key strategic objectives relating to class sizes, service learning and quality of teaching. So far, the review committee will include myself, Hendo and Gemma. There may be scope for wider student engagement through Education Council

Internal | Volunteering Hub Steering Committee

We will be appointed two student representatives to this committee. If you are interested please send me an email.

Internal | Guild Catering

Our three-tiered strategy is progressing and I am highly impressed with the work put in by Guild staff and the catering committee to make it happen. Progress so far includes:

- A Sushimaster outlet with Taro-Taro bubble tea (opening in the Ref next week!)
- A new made-to-order sandwich bar in the Ref
- A Butty's gourmet burger outlet in the Ref (recently rated as the best burgers in WA!)
- Chutney Mary's products available in Science Cafe
- A new Tav menu which includes new burgers, stuffed peppers, nicer fish & chips, fried chicken and much more
- A new mobile woodfired pizza van trial (where would you like it to be on campus?)
- A pop-up catering strategy which will be kicked off by a Boost juice van on Oak Lawn
- More student employment opportunities (we have recently hired ten students)

Internal | Review of Guild Regulations

This is proceeding on the basis of having a report from statutes by the end of semester

National | Universities Australia Conference

I will give a verbal report on my return.

Conclusion |

That's about it for now! Looking forward to a jam-packed semester. We are seriously changing things at the moment and it's great to see everyone banding together to get things done!

Cameron Barnes
100th Guild President
UWA Student Guild
M300, 35 Stirling Highway
CRAWLEY WA 6009

Ph: (08) 6488 2294
Mb: 0438156596
Em: president@guild.uwa.edu.au

www.guild.uwa.edu.au

Introduction

This month has consisted of a lot of meetings in different committees for me. All were very informative and allowed me to get up to speed with the many exciting things happening with the UWA Student Guild this year. Also, I have engaged with the Executive team to develop a general underlying theme for my role as VP for the remainder of the year – to represent the minority groups at UWA (such as post-graduates, mature-aged students, students with financial hardship, different religious groups, international students etc).

Projects:

Activities | Parking Appeals Board

I attended my first Parking Appeals Board meeting on Friday, 15 Feb 2013. It was a fantastic experience and I fought for many students and managed to waive quite a few reasonable fines as well! Definitely keen to keep this commitment for the rest of the year (and make sure students are well represented on the Board).

Projects | Post Graduation Association (PGA)

I am yet to initiate contact with Gemma (President of PSA), however I have come up with a few ideas to better engage with post-graduate students!

Projects| International Students Society

I have met up with Felix Lim (ISS Director and Guild Councillor) to talk about re-establishing the International Students Council which will give ISS more power and a stronger platform to help international students out, particular with educational issues. This will start as an informal panel to allow ISS to build stronger engagement with the existing international clubs at UWA and addressing international students' concerns.

Projects| Mature-aged students

I attended the Mature-aged welcome on Monday, 18 Feb 2013 with Maddie. Judy gave me 5 minutes to speak about the UWA Student Guild and where we can help out with mature-aged students at the end of the seminar which was great. Maddie and I also stayed back to have a chat with mature-aged students informally. I tossed the idea of having a coffee crawl for mature aged students and they were very receptive to this idea, so it will be something I will work towards launching for the first half of semester.

Conclusion

Next month is going to be a busy one!

Please do not hesitate to contact me if you have any questions or if you want to talk about plans to better student's experience at UWA.

Consistency & Satisfactory Requirements of this report:

Consistency: This is being submitted on Tuesday, 20 Feb 2013.

Satisfactory: No money was expended in the past month in my role as Vice-President.

Catering Committee

- Working on a schedule of policy to direct the Catering department
- Introduction of new foods that appease students with dietary requirements (Vegetarian, Halal, Kosher, Lactose/Glucose intolerance etc.)
- Trial of new independent food stalls – Il Paiolo Pizza and Boost Juice
- Refitting the ref nearly complete – Butty's burger and sandwich/deli area completed for first day back; slight delays with fridges for sushi corner so it will be ready for the second week
- New coffee machines in every cafe
- New Tav menu with delicious, delicious perinaise
- Creating an informal working party between Memberships and Catering to promote food on campus more professionally
- Setting up email address for better feedback of food on campus
- Starting 'mystery customer' program for students who perceive themselves as food critics
- Exec to help out in peak times in main cafes (**open to any councillors who would like to help as well**)

Finance and Accountability

- Publishing financials via infographics – working with Finance and Memberships to create cohesive and easy-to-understand breakdown of Guild annual spending

Working with the Sub councils

- Treasurer training
- Updating the Treasurer's handbook to make it much more practical and comprehensive
- Looking at auditing Faculty Societies this semester
- Working with Valentina to issue collaboration grants for social justice initiatives

Introduction |

What a busy month it has been since our last Guild Council meeting! We're starting to see the fruit of everyone's labour over the past 3 months, and I commend everyone on their hard work!

Secretary Duties |

Secretary duties are fairly regular, with the possibility of taking on special projects. The secretary duties I have carried out this month are as follows:

- Followed up on business from Minutes, meetings and general activities.
- Compiled Minutes and Agendas.
- Conducted an Administration Review 2013 – as a result we now have a template which is to be used for all the Agendas, Minutes and Reports of Guild Council and subsidiary councils. I have circulated this to all office bearers, departments and committee chairs. We are doing this so the Guild appears more sleek and professional.
- Followed up on Office Bearer and Department Forms – these need to be handed in ASAP!

Guild Executive |

We now have a complete Executive team and are working much more cohesively. We have all been carrying out our own projects, and have collectively approved some loans and grants.

Finance & Planning |

At the most recent Finance & Planning Committee meeting all councillors were invited to take part in a Councillor Contribution Process for the Masterplan. We gave feedback on the proposals for the South Wing and the new Reception/Volunteer Hub area.

Tenancy Committee |

Last week I spoke at the SOC/PAC Meeting to introduce myself as Tenancy Committee Chair. I told clubs that I intend to hold 3 meetings of the Tenancy Committee per semester, and to contact me in the interim with any suggestions or tenancy issues. Since the meeting I have had one club contact me with tenancy issues. I will call the first meeting of the Tenancy Committee after the O-Day craziness is over.

Other Projects |

It has been a very busy month for me as I have been involved in a large number of projects.

- **Strategic Direction Planning and Feedback Workshop**
I helped plan and facilitate this day. I am now compiling a list of the staff teams keen to contribute to each of the 100 goals, as discussed in the break-out group sessions. Over the next couple of months we will see that Strategic Directions Plan become more substantial (spearheaded by Shirley), and will allocate student reps and staff teams to each of the 100 goals. I will be closely following staff and student reps with the 100 goals and can provide support in achieving these goals.
- **Staff and Student Rep Bio's**
I am compiling bio's of all Guild staff and student reps to circulate internally. We hope this will break down some of the barrier between staff and student reps. It will also be a great place for staff and student reps alike to find out who might be best to help them with a project or provide advice. Remember, the staff have a lot of experience – we should use their expertise!

- **Clubs Masterplan Survey**
I helped Laura and Jono create the Clubs Masterplan Survey – an online survey that we will be launching soon to get club and tenant feedback about what the new club spaces should contain.
- **Clubs Poster Policy**
I helped Laura and Ben develop an information sheet specially about O-Day advertising, orientation events, and publications in light of the Orientation Review. This was distributed at the February SOC/PAC meeting.
- **Staff Meetings**
At the Strategic Direction Planning and Feedback Workshop, staff indicated that they would like me to attend fortnightly staff meetings and provide a brief report about what projects councillors are working on – this was so they can volunteer assistance or advice. As such I would like all councillors to provide me with brief interim reports every second Sunday. The next due date is Sunday 3rd March.
- **100 Goals Marketing**
I have been working with Alex in developing a 100 Goals Poster campaign – this is very much in the early stages.
- **I attended the Guild Alumni Event in the Tav**
- **Coffee Grounds**
I have been trying to get in contact with David Jamieson from Grounds Management about re-using coffee grounds onsite. I haven't been able to speak him yet, but it is a priority!
- **Outlook Calendar How-To**
Over the next month I will be putting together a brief how-to guide to Outlook Calendar. We would like all councillors to use Outlook Calendar very efficiently, to facilitate the organisation of meetings. More info to come!
- **Policy Book**
I contributed to the Policy Book that has been brought to Council this month.
- **O-Week**
I helped Alex out handing out chips, sultanas and water during O-Week. We had thousands of freshers come through, and it was very fun!
- **Represented the Guild at the Arts Union Orientation Event.**

Important Guild Dates |

I'm still waiting for important dates from everyone. Please get into this asap!

Conclusion |

As you can see it has been a busy but productive month! Please let me know if you need any support in any way or have suggestions or comments. Congratulations everyone on your dedication and fantastic results!

There has been a lot going on with SOC since the last Guild Council meeting – particularly as we head into right into O-Day and the return of students on campus.

(1) ORIENTATION PREPARATION

I attended a meeting with Judy Skeen and John Stubbs (Student Services) with Cam, Maddie and Ben to clarify O-Day and Event guidelines/responsibilities for clubs. This was a very worthwhile meeting, and as a result we were able to confirm that clubs can indeed advertise and sell tickets to 18+ events on O-Day, provided the promotion does not emphasize the consumption of alcohol. It was also a great opportunity to clarify some areas of confusion, and as a result we were able to develop a set of “guidelines” for clubs to follow this year.

Golden Ticket:

Alex Pond and I have been working hard to launch the “Golden Ticket” initiative again this year. The “Golden Ticket” is a lucky student’s chance to win a double pass to a range of club events on campus. We have had a very positive response with 40 clubs signing up to the initiative. I am excited to see what events they have on offer for us!

Orientation Grants:

Since the last Guild Council meeting, the SOC committee has considered several Orientation Event Support Grants. We have approved three grants:

- Politics Club: \$300
- Overseas Christian Fellowship: \$700
- CHeMnBiO: \$474

The committee is also currently voting on another five grant applications (Enactus/EWB; Leisure; variation to CHeMnBiO; MSU; UWAnime). Applications close on O-Day and I will be able to inform councilors of the outcome of these at the meeting. I have been really impressed by the initiative demonstrated by clubs in their efforts to host all ages events targeted at commencing students and I look forward to hearing about their success.

(2) FIRST SOC MEETING

I held our first SOC meeting of the year on Wednesday 13th February. It was great to meet all of the club reps and I was pleased with how the night ran. We had a LOT of information to pass onto clubs and I was surprised that we were done and dusted by under 1.5 hours. Thank you to Cam and Maddie for attending and introducing themselves to clubs.

(3) NEW CLUBS

I have had several meetings with students hoping to establish new clubs on campus. This has been really enjoyable for me and it is great to see students that are passionate about particular areas of campus. At our last SOC meeting we had five clubs successfully affiliated to SOC: BPhil Union, Physiology Human Biology Anatomy Club (PHAC), Republican Club, Students for Palestine, Sustainable Energy Now. The Republican Club and Sustainable Energy Now were also successful in affiliation to the Public Affairs Council. There has arisen an issue of the necessary procedure for affiliating PAC clubs, however this is something that Valentina and myself are hoping to clarify – hopefully through Statutes Committee and introduction of PAC rules.

(4) GUILD POLICY BOOK

Since the last Council meeting I have provided Dan with some input for the Guild Policy Book, particularly the sections concerning clubs and societies. I have attempted to reflect the way in which the Guild and Societies Council in particular function in reality and hope that the policy I have set out provides a good indication for what SOC and clubs actually do. I welcome feedback and look forward to hearing the thoughts of other councilors.

(5) MASTERPLAN

I have been lucky enough to sit on the Masterplan PDG and have also attended the consultation session for council regarding the Masterplan. In terms of representing the needs of clubs and societies in regards to the Masterplan, I have worked closely with Jonothan Zahra to develop a survey for clubs which will be live and released at the end of week one. This will be very useful in terms of gauging what clubs would like to see in the refurbishment of the Eastern Wing and I look forward to involving clubs further in the consultation process.

(6) OTHER THINGS ON THE GO

There are also several projects that I am currently working on, and that I hope to progress further on after Orientation Week. These include:

- Updating of the clubs dashboard system: I have been working with Kaila Stevens and James Devenish to organise the system into more user friendly sections and am hoping to start revising and updating forms in the coming weeks
- I am hoping to have a meeting with UWA Security and Kaila to get some clarification on event planning procedures
- Treasurer Training is coming up – I am working with Rob and the SOC and PAC Treasurers to develop a more comprehensive and useful session

(7) FINANCES

A lot of the “budgeted” finances for SOC in particular months do not directly match up with the “actual” spend for the month – e.g. Club Grants are spaced as an expense over several months. This makes it a little tricky to exactly compare budgeted and actual spend, but I will try my best!

COSTS INCURRED THIS MONTH:

- Club Start-up Grants: budgeted spend for February = \$150. I have not physically spent funds in this account as of yet. However, pending the processing of the newly affiliated clubs I would expect expenditure by the end of Feb (5 x new club grants).
- Clubs Grants: budgeted spend for February = \$5000. Actual spend has been \$1,474 for Orientation Event Support Grants. Note that the \$5000 is to allow for end of semester grants. Unfortunately Orientation Event Support Grants were not specifically budgeted for (an oversight on behalf of all of us!), so for now this will come out of the Club Grants line item – with revision later if necessary. By Guild Council I expect that the actual spend on this line item will have increased pending more grant approvals
- Meeting: budgeted spend for February = \$200. Actual spend: \$120 for meeting room hire and \$181.60 for BBQ supplies = \$301.60. This is above budget, as unfortunately we

did not expect UWA Venues to charge for the room booking. I think it is safe to say, however, that this cost will be offset by the fact there will be no meeting in December (and other months), which all have a budget of \$200 for meeting expenses.

- No other costs have been incurred on other line items



Tom Henderson | 100th Guild Education Council President

UWA Student Guild | M300, 35 Stirling Highway, Crawley WA 6009
ed@guild.uwa.edu.au | guild.uwa.edu.au

1. Supporting Faculty Societies

Treasurer Training

Treasurer Training has yet to be scheduled but shall be completed early in the semester and may be run in conjunction with the PAC/SOC council treasurer training to make it easier on student reps and presenters.

Equity Diversity Training

Ed council will again run Equity and Diversity Training for Presidents and Ed VPs to enhance their ability to better represent students. This will be continued, but with further ties with the University Executive with aims to meet the goals set in the Service Level Agreement signed earlier in the year.

Student Representative Training

This session will include presentations from Academic Policy Service with regard to how academic policy is determined, Guild Student Assist and the work they do to assist students with academic misconduct, Centrelink etc. and Guild events with regard to orientation and marketing.

2. Education Council Administration and Reform

Funding

The 2013 semester 1 grants will follow the same methodology that was used in 2012, distributing money inversely proportional to the amount of assets and sponsorship that each FacSoc has. This amount will be finalised in the next week once the final few FacSocs have given us their financial details. The special projects grant guidelines are to be finalised by Monday the 25th.

3. Guild Education Administration

Student Survey:

The education council executive will be conducting a substantial survey of students with general questions for all students and then specific questions for each faculty society. More information will be available as the survey is developed. The time line for the survey is for it to be available for the completion by students around the middle of semester. With a report and findings to be filed with Ed and Guild council and to the review of pedagogy.

Teach 4 Students:

The redevelopment of the Teach 4 Students campaign has begun and has a development schedule to be ready for the end of end of semester. In addition to what has been said the

'Teach For Students' is going to look to encourage more students to nominate teachers for faculty and university based awards.

Library Fines

A subsequent issue regarding the inability to hire our equipment, usbs and headphones from the library has been raised. Subsequently an idea was floated for the guild to provide phone chargers and calculators to students in need.

Best Practice Guide

The development of a best practice guide has continued highlighting the best teaching methods of each faculty. Best practices will be compiled into a document presented to the university that shows the most positive way in which to run a unit. These best practices will be used in the teach 4 students program to show which teaching staff utilise these best practices.

4. Education Financials

The spend in the month of February has consisted of printing cost for Education council which may be a little higher than expected due to the agenda coming out late and requiring printed copies for each FacSoc. Unsure whether the cost of the O-day stall comes directly out of the Education council.



General Update

This month has been quite hectic with the PAC Pop Up launch happening on Friday at ODay. We managed to secure all of the acts that we wanted to, and after having seen them perform at the Alumni Weekend event, they were great.

After all of the ODay craziness, I have now settled into some of my more serious policies, that all involve re-establishing PAC with the various PAC clubs. I have started by attempting to produce an up-to-date PAC contact list, which is currently being compiled as PAC clubs are slowly, but surely, sending me through their details of either their president, or their secretary, in an attempt to make communicating with them much easier from now on. I have also started to take a swing at the Social Justice Collaboration side of things. After introducing the concept of the grants at the meeting, I have been working with Alex to put together an application form which I will be emailing the SJC once it is all together and also once Honny has organized and held the first SJC meeting to introduce the possibility of clubs forming their collaborations. I have put my VP Honny in charge of organising regular fortnightly meetings with the Social Justice Collaboration, in order to keep them in the loop with PAC and also help strengthen that part of PAC. We hope that through these meetings we will really find out what problems SJC are having, what they expect and want from the guild, also really work with them to make SJ Week fantastic, and also use these meetings to help these clubs form their own collaborations in order to apply for the various grants that I have also introduced as of this week which I am awaiting to hear replies. Aside from that the only other things to really report are that the Thrift Shop Party is still going ahead, Alex and I have just been trying to get through ODay Week. In addition, I am also now waiting to hear back from clubs as to when they have certain events coming up so that I can start to draw up a roster of when I want to do my PAC Pop Ups for the first semester of uni. Also, the last thing to note would be that I have also been going through the proposed changes that Lewis had made with Cam, and they will also be put forward in this council's meeting.

If you have any questions, feel free to shoot me an email.

Dear friends, colleagues and interested students, I intend to use this report to update you on our various projects.

Waste and Recycling:

- Keep Cups have arrived! We'll offer them for \$10 (\$4 discount) plus a 20c discount on coffee. We have shifted 24/1000 this year.
- **Maddie** has contacted UWA Grounds to see if we can reuse 4 tonnes of ground coffee a year in gardening. No response so far.
- We have asked **F&P** committee to investigate the use of post-consumer recycled coffee cups. I believe **Guild Catering** are investigating. **Deadline?**
- **Guild Activities** have agreed to have a smaller recycling skip on O-Day. **Sustainable Development** will provide us with some advice on recycling and bins.
- Our recycling station is ready to go. We are working with SD on waste streams and servicing to reduce ongoing recycling costs to guild. Will be launched at EnviroFest.

Energy & Climate Change:

- **Sam Begg** and myself are submitting a proposal for 30kW Solar Panels to FM. This will go to the FPG committee on the 26th February.
- **Jonathon Zahra** have met with Schneider, energy audit consultants. Site visit is being organised within the next 6 weeks. We are finalising scope.
- **Sustainable Development** and ourselves are co-designing "lights-off" stickers for use around campus.
- **Luke Barrett** and **Lizzy O'Shea** are preparing a proposal to FP to carbon neutralise Guild conference flight. We intend to use this to pressure UWA to do similar.

Transport:

- We have implemented a new carpooling system called Jayride. We are busy promoting it and getting people signed up. We intend to institutionalise it through student connect etc.
- The Bike Repair Station proposal by us and **UBC** has been OK'ed by FPG for a temporary and permanent location. Construction within 6 weeks.

Culture:

- The 5 things you can do to be a sustainable student brochure is complete.
- Work has begun on EnviroFest and Sustainability Week to ensure their success this year. SW will have about 9 events at current tracking.
- We are running a recruitment drive to support Enviro clubs in week 2. We are supporting SEN and CCWA events in week 1.
- We have beautified the Enviro Office with Blackboard, record bowls, paper coasters, music table, fridge, floppy USBs, cassette cutlery holder.
- We are getting an urban orchard arranged and are liaising with **Helen Whitbread** from FM.
- Guild Catering has ordered a few boxes of Thankyou Water (social enterprise) to be trialled at either Hackett Cafe or Science Cafe.

Finances:

No expenses have been budgeted for this month. As of yet, no money has been spent. Future savings for the department include: Disconnecting phone line (\$20/month), not paying for Bike Repair Station (~\$1400 once off).

Overview:

This month has been hugely busy with the organization of our O Day stall, Women's Week, and the Axe The Tampon Tax Campaign. I'm incredibly proud to be heading up a department that is already achieving so much and will hopefully have a really big presence on campus as well is nationally. The only foreseeable challenge is attempting to maintain this presence on campus and continue providing really fun and safe events throughout the rest of the year so that the department has a continued presence on campus.

O Day:

At the time of submission everything was almost finalized for O Day with the exception of the showbags.

Women's Week:

Events for women's week are for the most part finalized, and include:

- UWA University Hop Brunch
- Mind The Gap (FAN)
- Hanging the Bra Tree
- Women Of TED
- UN Young Women Brunch
- Burlesque in the Tav
- Q & A
- Oak Lawn Festival

A lot of work has gone into planning and organizing these events- with massive thanks to Andrew O'Connor and Alex Pond in particular, as well as Lizzy O' Shea.

Self Defense:

We have finalized 11 or so dates with our self defense course providers, Nicole and Debra. Cameron Fitzgerald and myself have agreed that this will be run as a joint initiative between the women's department and self defense, with women's paying for the first semester and welfare for the second. The eleven classes for this semester are likely to be cut down further due to events such as Prosh. We have also decided to continue running classes at the same time as last year to allow us to reuse the advertising material and thus save a little money.

Axe The Tampon Tax:

The Axe The Tampon Tax campaign has been launched with great success, at the time of writing this report the petition was at over 27,000 signatures, with multiple articles being published on online blogs and newspaper websites, one in print article, and a radio interview all bringing further attention to the issue.

I was also, at the time of writing this report, planning to submit a video question to Q & A on the issue.

The next steps of the campaign will be to meet with Senator Louise Pratt, who is a strong advocate on women's issues, to email Julie Bishop and personally invite her to support the campaign and sign the petition, and we've also thinking of having some sort of flashmob event to promote the campaign further.

Massive thanks to Lizzy O' Shea, Priya Brown, Alex Pond, Molly Dale and Bec Doyle for their support with the campaign.

Finance

This month our actuals should hopefully be far less than last month; however, a lot of the money spent last month was for events in February and March and for ongoing campaigns such as self defense.

Self Defense

Budgeted: (all year) \$2500

Actuals: \$ 1,540 (likely to be reduced to 1,260- 1,400)

Publications

Budgeted: (Jan/Feb) \$431

Actuals: \$129.65

\$77 - (plus freight) for show bags

\$80.24 Confectionary, tea and coffee for women's room

\$300 (Budgeted) O day publications/ Stickers for Women's Room Maps & Women's Week Posters



Zephaniah Clapp | Queer Department Officer

UWA Student Guild | M300, 35 Stirling Highway, Crawley WA 6009
queer@guild.uwa.edu.au | guild.uwa.edu.au

The UWA Queer Dept will have a meeting soon to discuss ideas for weekly events such as movie nights or BBQs on the foreshore and information sessions for various queer issues. Also discussed will be a fundraising scheme to provide support for those students that wish to attend this year's Queer Collaborations held in Sydney during the midyear break. Finally we will be working towards a mid semester party to welcome this years new members.

Introduction

The purpose of this report is to provide brief information about the progress of ISS.

Activities

The following comprises activities in the month of February and upcoming events:

1. ISS Lighthouse Magazine

I am pleased to inform the Council that ISS has managed to distribute the Lighthouse magazines to the International Students during International Orientation Week. Copies of the magazine will also be made available during O-Day Festival. Going forward, we will have emails sent out to International students to let them know about the online copy.

Budgeted Cost: \$2,000

Actual Cost: Waiting for invoice

2. Facebook Page

Our Facebook page is already up and running. We are aiming to receive 100 likes before O-Day Festival. Do like us on <http://www.facebook.com/InternationalStudentsService>

Budgeted Cost: none

Actual Cost: none

3. O-Day Festival

ISS, together with MCW, is having an O-Day Festival stall on 22nd February 2013. For every sign-up, student will be entitled to a goodie bag which contains some ISS merchandise and old editions of magazines, a chilled can of drink and a \$5 voucher that is valid for any ISS events in 2013.

Budgeted Cost: \$800

Actual Cost: \$480 (stall); \$229 (drinks)

4. Multicultural Week 2013

As with every Multicultural Week Committee in the past, one of the major goals for the committee is to out-do the efforts of the years before, creating bigger and better events, allowing us to raise multicultural awareness to larger communities each year. However, with the need for more resources in order to achieve this goal, as well as general inflation, total expenditure each year will increase. This means that the committee needs to push in two areas: marketing and sponsorships, and grants.

The MCW team has already begun to source for grants.

2012 saw the introduction of Krispy Kreme Fundraiser. The response was great. Hence, we are going to roll out more fundraisers throughout the year to raise the required funds.

Budgeted Cost: none

Actual Cost: none

Conclusion

Information is correct as of 19 February 2013. Please do not hesitate to contact me should you have any queries. That is all for now, have a good month ahead ☺

PSA Committee:

- As of next week the PSA will almost have a full committee. We recently gained a JD student as our new secretary and have found a Masters of engineering student as our new engineering rep.
- We are still looking for an Aboriginal and Torres Strait Islander Officer. We are in the process of gaining information about what postgraduates identify as Aboriginal or Torres Strait Islander so that we can approach them with this position.

Representation/Advocacy:

- I attended a semi-regular meeting with Grady Venville (Dean of Coursework) and Alan Dench (Dean of Research) and we discussed multiple issues relating to both coursework and research postgraduates. These issues included:
 1. Centrelink payments for postgraduates- Grady Venville said that she would educate herself on this issue.
 2. The possibility of introducing a postgraduate mentoring system, - Alan Dench is exploring the possibility/feasibility of this
 3. The introduction of coursework into research degrees – Alan Dench explain that there are some plans in place to slowly introduce coursework into research degrees
 4. Postgraduate representation on the Board of Coursework Studies. – Grady has followed this up with a conversation with Alec Cameron and they have agreed that the PSA should have representation here. They are beginning to get the approvals for a change to be made to the constitution of the Board of Coursework Studies.
- Many of the PSA Faculty reps have begun to make contact with their appropriate Faculty Societies. Specifically:
 1. Madeline Hartley (Law Rep) has had several meetings with Blackstone to determine their stance on postgraduates with the new changing courses.
 2. Fatima (Business Rep) has also been in discussions with the Business School as they have begun to create a postgraduate student society.
 3. I have personally met with people from the Science Faculty society and have a meeting set up to meet with ALVA.
- The PSA Faculty Reps have been making sure that they are on the appropriate boards and committees within their Faculties and if this is not possible they have been making sure that they are in regular contact with the postgraduate on those committees and boards.
- The PSA Equity Reps have taken the stance of 'active equity' this year. They are currently making themselves known to Student Services divisions.
- This year the PSA plans to hold 'Forum Discussions' or 'Brown Bag Lunches' once a month to discuss a specific concern or issues faced by postgraduates. Here the

equity reps are inviting on campus services relevant to each issue to attend to that they can hear student concerns and provide on the spot assistance.

Guild –

- Guild strategic and operational planning day occurred on the 8th of February. Kara (VP) and Peter (OC) attended on my behalf. They told me that parts of the day were very productive and since then we have submitted a response/comments on Cameron's Guild Directions paper, which we hope he will find helpful.
- Cameron Barnes asked for two postgraduates to be on a student disciplinary committee. Jarrad Bothe and Madeleine Hartley have volunteered for that role.

Events -

- I have attended the Postgraduate Orientations run by the university to promote the PSA. From this I have approximately 50 sign-ups to the PSA mailing list.
- We have started to plan and organise our Quiz night which is scheduled for the 30th of May.
- O'day- we have a stall organized where we will sign up postgraduates onto the mailing list, to advertise our yearly calendar and sell PSA t-shirts.
- InSPiRE BBQ went well. We over catered significantly, yet what we purchased was still under budget. The spare rolls were donated to the Red Cross Soup Kitchen. The Red Cross have given us an official letter of thanks as well as some merchandise for our donation. The spare sausages are currently being stored, and the spare drinks will be given out at O'Day and/or sold for \$1 a can.

Advertising-

- I have received the mock up's of both our new banner and the PSA sticker. The banner will cost \$300
- The PSA stickers according to the quote I received are going to cost \$313.50. Unfortunately they will not be arriving until the week after O'Week.
- I am still waiting on a quote from the Guild design team about a PSA calendar of our events. Once I have that quote Uni-Credit has expressed an interest in sharing some of the cost if they can use one side for advertising.

- We are still waiting on our PSA Committee poster to be finalised by the Guild design team, as well as a PSA & Guild Flyer- which will outline the services offered to postgraduates.

Awards-

- Convocation requested that we again assist them in funding the 'Convocation Postgraduate Research Travel Awards'. This has been a very beneficial partnership in the past and has worked out well for both groups. There is no reason to stop this relationship we are going to continue it 2013.
- The PSA is introducing a Coursework specific grant this year. The requirements of this grant are still being determined.

PSA Lounge-

- I have placed a schedule on the door of the PSA Lounge of bookings which have been made. This is so that if the lounge is left in a state of disarray (of which it has been routinely) I will be more able to determine who did it.
- Please note that postgraduates have priority use of the postgraduate students' lounge so it should not be the default location for meetings that are not for postgraduates or by postgraduates.

Budget-

- InSPiRE Barbeque- Total Cost \$350
 Budgeted \$400
\$50 Cheaper than anticipated, some costs from the BBQ are being displaced
- PSA Stickers and Banner- Total Cost \$613.50
 January and February Advertising Budget \$607
Currently \$6.50 more expensive than anticipated.
- Quiz Night-
Currently spent \$20 on printing of 'Begging Letters' to hand out to businesses, this is within the Quiz Night's Budget.

February has been a ridiculously busy month for my personal (i.e. non Welfare Officer life). I have been flat out organizing registrations for my hockey club, finishing an internship, and as I write this report am at a national training camp, prior to representing WA at the Beach Handball Nationals in Sydney.

That said, a bunch of progress has been made on various items on the Welfare Department to do list.

This Month

- Produced the *First Week Survival Guide* handout, a credit card sized booklet (same size as the Guild discount booklet) to be handed out to Freshers at O Day.
- Began planning the full edition of the *Student Survival Guide*. This will be provided only in an online format to save trees, and increase its utility (i.e. make it searchable and more accessible to students). In the meantime, a placeholder page is live on the Guild site with previous Survival Guides.
- Got the Guild Welfare FB page up and running. Thanks to Alex Pond for design help with all of the above.
- Planning the implementation of a *Guild Wiki* to provide an easy access-point for student information. The aim is for this searchable and easy to navigate site to include the Student Survival Guide as pilot content, expanding to contain more comprehensive Welfare and Education advice, as well as indexing the Guild Policy Book, the budget and other information. See below for the full proposal.
- Collaborated with the Womens Department to split funding for *self-defense classes* as a dual department initiative this year. Thanks to Sophie for doing the legwork there. We will be advertising these via the various channels (FB, GNews) ready to start in week two.
- Made progress in securing student access to a *self-help audio series for study and exam stress* being published by Jonathan Laugharne, a UWA Academic working as a psychiatrist at Fremantle Hospital. Thanks to Georgina for meeting up with Jonathan in my absence. As it stands, our number one option is to offer access to this series of downloads via a student-login protected access point, meaning that access will be restricted to UWA students, and we will have the capacity to measure usage demographics. Final options are still being confirmed.
- Linked up with City of Subiaco about their "Reach" program. They have offered to bring a team of student nurses on campus to do *basic health checks* (i.e. blood pressure, blood sugar level, cholesterol level and girth measurements) and offer corresponding lifestyle advice for a day (potentially repeated in semester two). We're aiming to get them on campus as part of Welfare Week (week 11).

Next Month

- Will be getting Yoga and Zumba up and running in week two or three.
- Will launch the Student Survival Guide wiki.
- Will ensure we expedite the Mental Health Grant allocation.
- Will get along to UWA LDAG meeting, and engage with HPU.
- Will aim to get a concrete plan in place for moving forward with a Guild LMS unit.
- Will move ahead with planning for Welfare Week.

- More things!

Money

- Budget expenditure for the year to date: Approx \$1500 for self-defense classes. Final numbers to be confirmed by the next meeting.
- Expenditure for First Year Survival Guide: Unknown, will know by council, but not by report deadline.
- Welfare budget meeting to take place sometime late week one / early week two.

Proposal for Guild Wiki

Currently the Guild website is relatively static – content can be changed per request to Guild staff, and departments generally have a page (or part thereof) to post relevant links. The Guild Facebook page appears to be in considerably more use in terms of informing students about events, although an ongoing attempt is being made to publish events data on the front page of the website.

This proposal builds on an election promise to deliver a wiki-based online Student Survival Guide (and, for accuracy, a 2012 Guild president plan to deliver something similar). Having discussed with James Devenish my ideas to bring a wiki for the Student Survival Guide into fruition, we came to the conclusion that rather than put in effort to accomplish just that short term goal it would be prudent to plan for expansion.

It is envisaged that the Guild wiki (whatever form it takes – be that traditional wiki or not), will be a Guild representative resource. We will fill it with knowledge, update it year to year, and make it useful for all. It will not support editing from the wider student body, nor comments – although a submission system to ask for new answers (directed to the appropriate department) would be useful.

At launch, the wiki will hold the 2013 Student Survival Guide. This will include all the usual student welfare and education information. Moving forward, we will be able to publish sections of the wiki for the Guild policy book, information on the Guild budget and how we're spending student money, information from any other interested department and from staff departments (i.e. Student Assist).

The wiki is not a blog: Although we will be aiming to frequently add new information (i.e. there will be a Welfare recipe page providing our "recipes of the week", linked to from the Welfare Facebook page), that will result in purging of the old, irrelevant information, rather than archiving it on the page itself (we may keep an internal archive).

The wiki should be searchable and well organised. We want it to be useful to students, and that means being able to find relevant information easily.

Some things to be considered-

- Finer details of implementation: This is outside the realm of what council needs to consider, but it's worth noting that there are a number of options on the table. There are existing open-source (i.e. free) wiki packages that we can utilise, or we can design our own in-house for a more customised feel. Assuming either meets our base requirements, this will depend on the ability of Guild IT to support the solution chosen.
- Depending on the nature of information we're providing (i.e. student welfare information in particular) we may need to include a disclaimer and also prominently show the date the information was last updated to ensure students are aware of potential inaccuracies.
- We need a name! ("The Guide"?).
- We need to consider as many potential use-cases as possible to ensure we've truly planned for expansion.

So, what we need from council – Your support, and what other ideas you have for this plan to make the outcome even more useful.

Summary of Activities from January 30th

- **Interfac Sport Committee first meeting**-atleast one member from each faculty was present with the exception of School of Indigenous, Sport Science, and Med
- **Funding proposal submitted to UWA Sports** regarding the Inter-college Sport Competition – I worked closely with the UWA IC Sport Committee to create a document outlining a number of initiatives to improve the competition and allow expansion to tackle the increasing number of people living on campus. We have not heard back on their decision yet. Main proposals included:
 - The net expense for the 2013 IC sport competition is approx \$7000, approx \$5000 of this is due to umpiring cost. I proposed that the Guild and UWA sports help the IC Sport competition expand by contributing 1/3 of this sum, or approximately \$1670
 - Improved training for the UWA Sports Liaison and improved documentation of role descriptions
- **2013 Inter-fac Sport Rep Guide**-I created a 12page Survival guide for each sport rep to help improve the organization of the competition and the ability of the sport reps to undertake different tasks.
- **O-day**- hopefully each faculty will place the interface calendar up and build excitement for the competition
- **Marketing and Promotion strategy**- Alex and I have worked on creating a number of posters to outline the upcoming sports and provide contact details of the sport reps. We are also working on posters to promote the “Feature events”. We are currently discussing creating a “UWA Interfaculty Sport Facebook page” to promote the competition. Each faculty will also have their own facebook group.

The month ahead

- First Board Meeting on Thursday 28th Feb
- Interfac Squash Wednesday 13th March
- First “feature event” – Touch Rugby on Wednesday 31st March

Other stuff

- **Scholarship reforms**-Cam and I met with the Scholarship Office and discussed some concerns regarding eligibility and the structure of some scholarships. Hopefully from this there will be some changes making it easier for students to apply and be eligible.
- **Guild Council- College Engagement strategy**- All on track to host a “Grill the Guild” at each of the colleges. Seems to be a positive vibe from each of the colleges. We will take diaries, membership stickers and other relevant information to the BBQ to assist college students.

Grill the Guild BBQ's

- St George's BBQ confirmed for Week 6
- Other colleges finding a suitable date before Week 6 TBC as soon as possible
- Guild Posters outlining what the Guild does to be created and circulated around colleges

O-Week

- Small O-Day Stall being held on Friday, not a major focus of our Department since Dragon Boats is our main Orientation Event
- Dragon Boating to be held on Thursday 21st
- Feedback on these events will be included in the next report

Jungle Party

- *IC Jungle Party* will be held on 15th March at *The Deen*
- All Guild Councillors (and any UWA students) are welcome to attend!
- Tickets \$6, available from Simon Thuijs, RSD President, or any other RSD member

Inter-College Charity Ball

- Currently gaining an Occasional Liquor License through the appropriate channels
- Seeking items for Charity Auction from local businesses
- Promotion of event begins in Week 2 of Semester
- Date: Friday April 12th
- We'd love to see all of the Guild come along, it's a great night! More info to come

Graduate's Networking Dinner

- Currently difficult planning this event as all RSD committee members are extremely busy
- Event is redundant if it doesn't occur before Vacation Work/Internship Applications close, so time is of the essence
- At this stage the event may be cancelled and held next year instead, giving us more time for planning and organization

Community Involvement and Fundraising

- An intercollege *Shave for a Cure* event is slated for April 30th. Sophie Liley has been hard at work again, securing us free hairspray and a hairdresser from 'Talking Heads' to do the shave for us! Fundraising is underway for this event.
- The *Vampire Cup* (Blood Drive) is on the calendar for late in March.

Finance

Spending until 20th February 2013

	Budgeted Expense	Actual Expense
RSD Banner	\$150	\$150

All events currently being planned have been budgeted for.

Upcoming Events and Organisation

- Variety of Intercollege Arts events such as the popular *Lip-Dub* and *Battle of the Bands* competition.

Kind Regards,



Simon Thuijs
RSD President



RESIDENTIAL STUDENTS' DEPARTMENT

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The peak representative body for students living on-campus at UWA