



## Introduction

Two more weeks before the end of semester and I hope that you all have managed the semester this year and do not have much to catch up on.

## Activities | Summary

- Workplace, Health and Safety meeting.
  - Information attached in agenda
- Service Level Agreement
  - Guild Relationship Agreement negotiation to be restarted
  - Funding certainty provision
- Functional Review Project Advisory Group
  - Stakeholder meeting and up-skilling
  - Next meeting to review findings of meeting
- Cognitive enhancement substances
  - Work with National Drug Research Institute in study of student use of cognitive enhancement substances
- Spring Feast
  - Congratulations to MCW and ISS for a fantastically organised event
- Relay for Life
  - MC'd Opening and Closing ceremonies
  - Very well successful event.
- EBA Review
  - Update of current discussions
  - Approval of wage increment to be taken to negotiators
  - Hopeful of approval in November meeting
- Catering and Tavern
  - Solid results from all outlets
  - Looking to manage off peak (non semester) times to better reduce costs while still maintaining service.
- Meeting DVC(CE)
  - Meeting new DVC (community engagement), will hopefully will allow for greater communication with the university, alumni and external bodies.
- Meeting with Pro VC Education (Innovation)
  - Responsible for Education Futures project
  - Directly reports too DVC (E), Alec Cameron
- Best Faculty Society awards
  - Congratulations to WAMSS, Blackstone and Arts Union.
- Guild Transition
  - Decision of transition calendar
  - Fantastic work by Cam Fitz on transition program.
- Strategic Resources
  - Audit process update
- Westpac proposal
  - Reducing our transaction rates

- New paypass and eftpos units
- Review of Appeals Policy
  - Streamlining academic appeals into one policy
- Corporate Services Committee
  - Web page update
- Guild SLA meeting with John Stubbs
  - Just update and discussion of future SLAs
- Student Consultative committee
  - Goof feedback from Alce and Faculty societies
  - A number of points were actioned since first meeting
- Governance
  - SOC rules approved
- LEU Meeting
  - EOSS planning
- Welfare and Advocacy

## **Activities | Audit Process**

The Guild Auditors have been engaged from the 6<sup>th</sup> of October. The planning and timeline have been developed to ensure that we get the audited accounts to Senate Audit and Risk committee. As we have completed the pre audit and managed an investigation, our documents are organised and ready to go. We will need to have a special guild council meeting to approve the Audit, this will be scheduled for Monday the 10<sup>th</sup> of November.

## **University | Fee Deregulation**

Update: we had a meeting with the DVC (Education) Alec Cameron where he clarified that if you were enrolled as a UWA student by Semester 1 2014, and you have continuous enrolment between degrees (e.g. you defer rather than take a gap year) you will be covered on the old fee structure for both your current degree and your additional degree.

Regardless of whether you indicated at any point that you intended to do postgrad (you do not have to be "assured" law/med etc.), if you were enrolled by/in Semester 1 2014 you will be covered by the old funding agreement. If you take a year off between degrees, you will come back with the new fees. If you enrol in your next degree, then \*defer\* between degrees, you will still be covered by your old fee structure. This will hold true until \*2020\*. After 2020 all students regardless of their enrolment will have the new fees.

I am expecting that UWA will put out a media release about this, they are still seeking 100% clarification from the Government on this, but they are fairly sure that this is what is going to happen.

Note: This scheme only applies for those courses that are Commonwealth supported, those Postgrad courses that are not commonwealth supported will remain the status quo.

## **University/Internal | Enterprise Bargaining**

The EBA is still under discussion between our negotiator, staff and union representatives. Wage increments for the next 4 years will be discussed at the next negotiation meeting. We hope to have this wrapped up before the end of the 101<sup>st</sup> Guild Council term.

## **Development | Guild Student Central Hub Project**

The Guild Student Central Hub Project is progressing with the detailed design and IT/AV decisions being made in the past month. We have furthered the detailed design which I will need to sign off of soon and then put the project to tender. We have hit some stumbling blocks with Alumni and Development about whether we they will look for money on our behalf, however we hope that those concerns dealt with in due course.

## **Internal/external | Mid-Year Report**

The midyear report has been completed approved and placed on the website. I ask that councillors that were involved start to write their end of year report as the timing for that report is much tighter given the transition period and will need to be done by the end of November.

## **Internal | Financials**

### **Guild President**

#### **YTD Spend**

**23/10/2014**

	<b>Actual</b>	<b>Budgeted (annual)</b>
	\$	\$
Guild Ball	(7,713.80)	15,000.00
	\$	\$
Special Projects	10,032.75	14,000.00
	\$	\$
Wages	32,042.28	42,143.00
	\$	\$
Cleaning Contract	1,733.40	3,342.00
	\$	\$
Communication Expenses	193.06	480.00
	\$	\$
Computer Expenses	683.21	830.00
	\$	\$
Utilities	1,020.79	5,520.00
	\$	\$
General Expenses	9.09	550.00
	\$	\$
Printing & Stationery	838.77	330.00
	\$	\$
	38,839.55	82,195.00

## **Conclusion**

That's about it for now!



Projects raring ahead at full pace. I am beginning to tie off loose ends and ensure consistency of project management will occur across the boundary between terms come December. Transition plan is underway.

### **Committees**

- EMC - 12th September
- SRC- 14th October
- CSC- 16th October

### **MASA**

- Running well under budget.
- October coffee catchup was better received than September.
- MASA recruited more committee members and helpers for ongoing support via an appropriately informal process.

### **Parking Appeals Board**

- Meeting on 24th October, after report submission date.

### **CSC**

- Discussion of progress on SOC and Events website projects.
- MyGuild awaiting UI / awaiting completing of SOC/Events before involving Sushi.
- Can now offer payments made from the Finance Desk directly onto bank cards of students.
- Investigating new EFTPOS machines currently being tested by Westpac, potential roll-out in Tav.
- Clubs online banking test with Westpac, setup and discussions still in progress.
- Direct debits being setup with Westpac to improve some loan recovery measures.
- Loan recovery progress is good, Finance team is implementing better record keeping measures to ensure repeat offenders who don't pay back their emergency loan are unable to directly access a future loan. This system will be implemented in the Guild Intranet once that goes live.

### **Projects**

- Guild weekly - full hand-off of running Guild Weekly to the Creative and Projects team completed.
- MyGuild planning document is complete, outlining short to mid-term IT strategy (ahead of 2015 orientation)
- MyGuild: Vision for online student portal. Interlinked with SOC / Events / Intranet / front end website. Online club sign-ups, Guild transcript, training completion, online loan applications. Future features include: personalised calendar, online ticket sales, food + beverage spend tracking (enabling loyalty points).
- Events/SOC- online poster approval design.
- Intranet construction is in progress- training management section is feature complete. Staff HR (time sheets / TOIL / sick leave) is ongoing. Loan management is ongoing. Further features awaiting SOC/Events integration and MyGuild launch. Awaiting Active Directory

- implementation, road-blocked by an incoming server upgrade.
- Eat+Drink site: design phase complete, construction ongoing awaiting content from Creative and Projects.
- Social media strategy - developing a more formal strategy to how we manage Guild social media and what gets posted.
- Large Charity Event policy - a staff policy governing how the Guild provides support for Prosh / Relay events. Aims to provide better clarity of expectations for both staff and students as well as reducing reliance on single staff members to better fit continuing normal workload requirements.

### **Guild Training / Transition**

- Plan can be viewed here -  
<https://docs.google.com/document/d/1xz8a2EjX5u2dssyJbCRViHy07Ht3-bZyeBaDWHYAjSM/edit?usp=sharing>
- Plan is in action and outgoing councillors will be briefed where appropriate on their expected involvement.

Please get in touch if you've got any ideas for projects that require support.





## Committees & Meetings

- Workplace Health & Safety Committee meeting (06/10)
- Catering & Tavern Committee meeting (13/10)
- Strategic Resources Committee meeting (14/10)
- Guild Ball Planning meeting (15/10)
- EOSS Planning meeting (21/10)

## Student Services Committee

- The October Student Services Committee meeting was rescheduled to the week after reports were due, due to various staff members being away. I will include information about the upcoming meeting in my November report.
- Due to the Student Services Committee meeting being rescheduled, an EOSS Planning meeting was held, to discuss the logistics, activities and organisation of EOSS. Planning to have a giant maze, velcro wall, DJs, a band, a dance performance and photographers as part of the entertainment. Have tried to promote EOSS heavily to students!

## Oktoberfest

- Oktoberfest (10/10) was a successful day, with the Tav decorated and set up in traditional Oktoberfest style! The entertainment was well received.
- While there wasn't a huge attendance at any given point (370 was the maximum number of entrants), there were 1200 people through the door.
- \$650 was raised on the door from ticket sales to non-Guild members. Maddie and I also gave out Guild stickers to students who were Guild members, who then received free entry. Some student reps also walked around selling pretzels, with which we made \$350!
- I took photos with giant blow-up pretzels as props. The photos were posted on the Guild Facebook page and received a high reach.
- Thank you so much to everyone who helped with Oktoberfest planning, decorating, set-up and running. A big thanks to Maddie, the Events and Tav staff and all the amazing student reps that put in a lot of effort and time into making the day run well!

## Guild Ball

- Guild Ball (17/10) was a fantastic night and I heard a lot of positive feedback from many of the attendees and with many people heralding it as the best Guild Ball they had been to.
- I was involved in set-up on Friday morning, as well as manning the door list at the beginning of the event.
- Cam Fitzgerald and myself also DJ'd, which was a definite highlight of the night. I would highly recommend using these amazing DJs in the future!
- Thank you to everyone who was involved in making Guild Ball a raging success – in particular to Steph and the events team, the Guild Functions team, Reece's events hire. Thank you also to all of the student reps who helped with set-up on the day – it made set-up so quick and easy!

## **Damsel Magazine Launch**

- Attended the Damsel Magazine Launch (15/10), which was run along the regular Bar Pop event.
- Photographed the event, with photos being posted on the Guild Facebook page and the Women's Department Facebook page.

## **Social Media Strategy**

- I met with Cam Fitzgerald to discuss how the Guild utilises different forms of social media platforms. We discussed how we could utilise the website more as an information source, while using other social media platforms for 'promotion' and engaging with students.
- The strategy will be presented and discussed at the upcoming Student Services Committee meeting.

## **UWA Functional Review**

- I attended a University Functional Review Session (10/10), held by the UWA Office of Operational Excellence and facilitated by Ernst & Young. The purpose of the Functional Reviews is to identify opportunities for improved effectiveness and efficiencies of administrative services across the University.
- Each student attending represented different areas and groups within the university, and as such I represented undergrad students, as well as regional/college students.
- The session was held in an 'open meeting' format, with different stations: IT, Scholarships & Research, Facilities, Student Services, Marketing & Community Engagement.
- IT: I spoke in depth about improving the IT services the university offers. This included discussing wifi coverage, speed and deadspots and particular areas that need improving. I spoke about improving the ease of connecting to Unifi and Eduroam (particularly as a first time user) and about creating a one-stop hub/webpage for all of the uni's services (similar to the Guild's 1Stop page). I mentioned problems with the current timetabling system and discussed creating a more interactive and responsible timetabling system. I also mentioned that it would be good to get a better 'single sign on' system for all of the university's websites.
- Scholarships & Research: I spoke about how the university could better promote/market scholarships to low-SES and regional schools, who may not be aware of the scholarships on offer. I also discussed how it was difficult for many regional students to receive scholarships if they were not eligible for Centrelink, explaining that a regional student without Centrelink was more disadvantaged than a metro student without Centrelink, due to the need to relocate to study.
- Facilities: I spoke on a number of issues, including creating a centralised hub for unit information (unit outlines/handbooks/etc.) and implementing online assignment submission (such as UniPrint) across all faculties and units. I also talked about getting timetables released weeks earlier to allow students to better plan their classes and other commitments. Much to my surprise, a week later the university announced that timetables would be released three weeks earlier next year!
- Student Services: I discussed a number of the university's student-facing services, including UniMentor. I made suggestions on how UniMentor could be improved, such as by working more closely with the Guild, Clubs and Faculty Societies.
- Marketing & Community Engagement: I spoke about UWA's marketing and how it was very limited to traditional media such as print, as well as being limited in the places it was marketed. I suggested that the marketing would not reach many prospective students, particularly student from outside of Perth. On community engagement, I suggested that UWA could partner up more with community organisations to build a stronger community presence.





### **Catering and Tavern**

Catering and Tavern is all about maintenance from here on out. No new initiatives will be introduced and the aim of the last two catering and tavern meetings in October and November will be to introduce Ashleigh Kotula (our Treasurer elect) to the process and identify areas of improvement that she might be able to work on for next year.

Note a few matters have been discussed as follows:

- EFTPOS v ATM: Card payments are still applicable in the tavern. The current cash out facility designed as the best and most cost effective option, rather than introducing an ATM into the tavern.
- Tavern Redevelopments: A paper is to be presented regarding proposed tavern redevelopment for the next meeting. There was also an inquiry into new prices in the tavern. These new prices will be incorporated into the 2015 budget work papers.
- Catering plans in 2015: renewal of furniture and fittings in the cafes will be one of the main changes in the cafes for 2015.

### **Treasurer | Budget**

In relation to the budget, we will now be introducing a 3-year rolling budget for 2015-2017. As a result, Vishal and I have sent out to all heads of department emails regarding filling out their budget estimates for these years. These must be completed by **October 31<sup>st</sup>**. If you have problems, please let me know.





### EBA Team Meeting

Discussion over the EBA and progress made in negotiations continues, and progress towards and EBA that all parties are happy with is encouraging.

### EDUCATION COUNCIL | Awards

The Education Council Committee deliberated for 3 – 4 hours assessing the Best Faculty Society and Most Innovative Faculty Society awards for this year. All of the Facsocs have done such an amazing job this year, but there were certainly a few standout performances.

The winners of the awards were as follows:

- Best Faculty Society: **WAMSS**
- Best Faculty Society Runner-up: **Blackstone**
- Most Innovative Faculty Society: **Blackstone**
- Honourable Mention: **UEC** for their efforts and significant improvement on equity and diversity.
- Faculty Societies' Choice Award: **The Arts Union**

Congratulations to all of the winners and I'm looking forward to seeing who all of the new Faculty Society representatives are once elections wrap up, and another year on Ed Council!

### EDUCATION COUNCIL | Faculty Societies

I have, over the last few months, been working with Stephanie Enkel to help restart HSS. She is currently re- writing their constitution as they do not currently have one on record, and will be looking to restructure the society to be more representative. Stephanie and I have also been working with a student who is particularly keen on starting up a BioMed club. It is incredibly exciting that, after a successful AGM and elections, 2014 will have seen the revival of both HSS and ALVA! Next year's focus will be ensuring that these societies do not lapse again, and looking to restart a representative structure for Education students.

### EDUCATION COUNCIL | Students Choice Awards

We have received overwhelming positive feedback from staff on our Teaching Awards initiative. Many staff members have requested the student comments for their teaching portfolio and commended us for recognising efforts to teach for students, but also giving students an avenue to celebrate staff. A senior staff member in the Faculty of Science approached me and requested the names of the Faculty award winners for use in the Education Futures program, which is particularly exciting.

## STUDENT CONSULTATIVE COMMITTEE

The Student Consultative Committee met again and I was able to raise a number of issues:

### Lectures

- Denise Chalmers [CATL] indicated that a total of 12,900 recordings were made this year, which represents close to 90% of all lectures delivered. These lectures have been viewed over 1.5 million times, and this year saw a **growth of 9% in lectures that are recorded**.
- Currently, lecture recording is only really limited by the number of central facilities that can actually record lectures, as only centrally managed rooms can do so.
- We have lobbied for **automatic upload** of lectures, which can be done, and we have requested a policy change so that **automatic upload is the default option**, as is **default download** (rather than streaming). **I am confident we have also confirmed OP-OUT LECTURE RECORDING.** I hope to see this policy change ready for Semester 1 2015, and to be formalised ASAP.
- Unfortunately lecture recording length cannot be increased (we lobbied for increased lecture recording time so that the end is not cut off lectures) as there is a specific time needed between lectures to ensure the recording is processed.

### Wifi

- UWA staff will be looking at specific pain point in the short term.
- I requested a specific focus on common areas (eg. Med Common Rooms and Clough) and the University will look to negotiate student access in hospitals after this issue was consistently raised by students. We will be given a progress report on this at the next meeting.
- Reid has had an increase in access points.

### Assessment policy

- We have lobbied for more consistent assessment policy, and Alec Cameron and Grady Venville indicated that they are looking to review UWA's assessment policy, as it is currently quite old and dated.
- Currently a lot of the policy is delegated to Schools and Faculties, and staff and students agreed that a more consistent policy would be preferred. I will be preparing a paper of preferred inclusions in the assessment policy.

### Library Closures

- I continued to raise concerns that libraries (specifically Music and Law) are being closed because Reid is short-staffed.
- The Head Librarian indicated that there have been 11 times this semester that this has happened, but that they have put in place a text message system to get more casual staff when someone calls in sick.
- Reid will now be 24 hours for exams, as per the Guild's request, and there will be security present to ensure that the library can stay open.
- I proposed that perhaps if they did not want to have to close the libraries, they could maybe hire more than the absolute minimum number of staff. I was told that extra staff is too expensive and this was not where they wanted to focus resources. I will continue monitoring library closures.

### TurnItIn

- Alec has taken on our feedback and is in the process of developing a policy for the University-wide use of TurnItIn. I will be taking this policy to Ed Council for discussion. A draft policy for TurnItIn will be circulated for the next meeting of the Student Consultative Committee.

## Fee deregulation

- I raised concerns that students are very worried about what their post-grad degrees at UWA are going to cost if fees are deregulated, and if they will be under the old or new fee model. This is particularly relevant for pre-law and pre-med students who are currently enrolled in an undergraduate degree but will be studying a post-grad course, regardless of whether they are an “assured” place or not.
- Alec clarified the following:
  - If a student commenced their study prior to or during Semester 1 2014 they will be covered by a “grandfathered” agreement.
  - This will mean that they will be covered for the full duration of their studies (until 2020) with their old fee model, as long as they have continuous enrolment between courses.
  - This is not just assured places, and is transferrable.
  - I have asked Alec to release a media release explaining this to **all students** as many students are considering not studying post-grad degrees or taking time off because they think they will be paying deregulated fees.

## Webprint

- I requested that there be increased options for printing, and that the default becomes black and white, with double sided options, as students are spending a fortune for printing at UWA. This is particularly relevant as many students have lost their UWA provided printing credit.

## OFFICE OF OPERATIONAL EXCELLENCE | Focus Group

I was involved with the Office of Operational Excellence Focus Group, and was able to give feedback on a number of key issues effecting students. The following is a summary of key issues that arose:

- Students would like a single portal login for all their UWA needs. UWA’s websites are incredibly inefficient, and while some are better than others, there are a few that are particularly bad and need a lot of work (eg. Student Connect and OLCR). I put forward ideas and reasoning behind a single portal, and am confident that this will be prioritised. I also gave feedback on timetabling and OLCR in particular, recommending earlier timetabling, drop-and-drag options and better integration between these websites and LMS.
- I gave feedback on UWA’s Governance and structures, and was able to have a very productive conversation with the EY staff member in charge of this area with regards to my experiences with the University and my personal opinion on what it is like to be a student rep and a woman in these environments.
- UniMentor was a particularly prominent topic for student feedback, with most of the students involved heavily criticising the program and seeing it as quite an inefficient way to deliver orientation content, with insufficient training provided. I made recommendations for how I thought orientation and this program, as well as UWA’s delivery of student services, could be improved.
- Other key areas of discussion included facilities, research and scholarships and UWA’s engagement with the community. I encourage all councillors to submit feedback to the OOE Functional Review through their website!



## **Introduction**

This month has seen the beginning of the handover process to the in-coming Public Affairs Council President and committee. I've outlined some of the major topics I'll be looking at covering in an attempt to summarise all of the activities we ran this year, recommendations for next year and a list of contacts to support the new PAC committee in running events and collaborations for 2015.

## **Activities | Summary**

### **PAC 2014 Events:**

#### **Summer Nights Festival**

##### **Blanket Fort Movie Night, Thursday 6th March**

Hosted at Prescott Garden- booked through Theatres UWA  
Showcased "Spirited Away", rights attained through Madman Productions  
Equipment (screen, projector) Starwest Party Hire

##### **SLAM Poetry Night, Thursday 13th March**

Hosted in New Fortune Theatre- booked through Theatres UWA  
Perth Poet Society performers/Students/Alumni  
Events Office provided Mic/Sound system, lights provided by Theatres

##### **Music on The Green, Thursday 20th March**

Hosted on Oak Lawn- booked through Guild Events team  
Local artists/bands- Simon Bazley, Villain, Children's Ukulele group  
Equipment (stage, lights, sound) provided by Starwest Party Hire

#### **Social Justice Week, 31st March-4th April**

Three themed days featuring information stalls, activities and food:

##### **Diversity Day**

Earth Day- in collaboration with Enviro Dept for Enviro Fest 2014

##### **Humanitarian Day**

*Club reps were invited to appear at QEII and ALVA*

### **Night Activities:**

#### **Social Justice Quiz Night**

Sponsored by Teach For Australia

Club reps assisted in selling tickets to friends/club members

Turnout of 250+

Ref was booked through Catering, snacks and drinks from Coles

#### **Free Outdoor Screening of Utopia**

UWA Amnesty able to provide free screening rights  
 Hosted at ALVA Lawn  
 120+ turn out

#### Thrift Shop Party

Ticket revenue donated to local youth shelter and international organisation helping girls attend school in third world countries

#### Faith Week, 28th April-2nd May

Free Halal/Vegetarian BBQ, featuring special guests discussing 'The importance of Religion in the 21st century' | Social Sciences Lecture Theatre,  
 Meditation Session UBYC host Buddhism film screening Faith Festival at ALVA QEII

#### Fringe Festival:

	Day Time	Night Time
Monday	ALVA Art Installations (throughout campus)  Buildings before/after featured prints (throughout campus)  Pop-up Art	Talent Showcase (New Fortune Theatre) - SLAM poetry - Musical Performances
Tuesday	Fringe Carnival (Oak Lawn) - Food Vendors (Oak Lawn, ALVA, QEII) - Caricature/Chalk Artists - Baby Animal Petting zoo - Statue Artist - Juggling/acrobats Pop- Up art Installations (co-ordinated by First Flock/Cultural Precinct)	Lawrence Wilson Gallery Showcase  - ALVA students Art/Design Works - WASAC to feature Indigenous Art work - "Flock Off" guided tour
Wednesday	ALVA Art Installations (throughout campus)  Buildings before/after featured prints (throughout campus)  Pop-up Art	BarPop to host Sundowner with acoustic music session in Ref Courtyard  Comedy in the Tav (Performer TBA)
Thursday	ALVA Art Installations (throughout campus)  Buildings before/after featured prints (throughout campus)  Pop-up Art	Fringe Music Festival (Guild Village)  *Line-up to be announced - BarPop to host Bar - Supported by OMG events and Mellen

## **Finances | Summary**

We are still in the process of finalising next year's proposed budget for the incoming PAC Council. From this year's increase in activities and spending, we hope to be able to secure more money to fund these events, however, external sources of revenue will be a key focus for next year and the following councils. I have started to create a handover document outlining the format of our Grant Applications from 2014. It is advised that this be the first thing the incoming committee look at as many of the community based grants review applications before March.

A more detailed budget breakdown is available upon request. We are still settling some invoices, but a yearly overlook of our spendings will be available for the last guild council.

Please forward any inquiries to: [pac@guild.uwa.edu.au](mailto:pac@guild.uwa.edu.au)







## **Introduction**

It has been a busy two weeks since my last report! We have held our final SOC-PAC Meeting, presented End of Year Reports to clubs, and awarded SOC Awards at Guild Ball! I apologise that this will be quite a long report!

## **SOCIETIES COUNCIL | Administrative Activities**

I continue to liaise with club representatives via email. A lot of queries coming through in the past two weeks have related to the mailing list, new club affiliations and AGM/Constitution questions.

I have helped Kate compile club details for the 2015 Diary, and I am working with the Events Department to lock in the next round of Student Leadership Training.

## **SOCIETIES COUNCIL | Final Societies Council Meeting and End of Year Reports**

On Wednesday 15<sup>th</sup> October, Honny and I hosted the final SOC-PAC Meeting of 2014. Our Agenda included:

1. SOC Admin
2. SOC End of Year Reports
  - a. SOC President
  - b. SOC Vice-President
  - c. SOC Treasurer (not in attendance, report absorbed into SOC President report)
  - d. SOC Secretary
  - e. Introduction of 2015 SOC President
3. Voting on amended SOC Rules
4. PAC Admin
5. PAC End of Year Reports
  - a. Introduction of 2015 PAC President
6. New SOC Club Affiliations
  - a. BioMedical Sciences UWAssociation (successful)
  - b. Trove (successful)
7. New PAC Club Affiliations
  - a. Trove (successful)
8. Club Re-affiliations
  - a. University Libertarian Society (successful)
9. 2015 SOC-PAC Committee Elections
10. Other Business

I have attached as a tabled item, my Committee's full end of year reports and the relevant slides that went with it presented at the SOC Meeting. I will be expanding on this when I present my End of Year Report to Guild Council.

At this meeting we passed the SOC Rules, for ratification at the October meeting by Guild Council.



We had two very exciting announcements at this meeting –

1. Guild Finance will be trialing Online Banking for clubs with a high volume of transactions.
2. The Societies Council will be running a Club Culture Conference on 4<sup>th</sup> February 2015, which is an event intended to help clubs plan for the 2015 year and think outside the box in developing their events and attracting students. Nevin intends to invite industry professionals along to speak and help prompt clubs to brainstorm about how to evolve to meet the dynamic needs of students.

### **SOCIETIES COUNCIL | 2015 Societies Council Committee Elections**

Congratulations to the following people who were successful on their election to the 2015 Societies Council Committee:

Vice-President	Samuel Shenton (uncontested)
Treasurer	Olivia Jo
Secretary	Jack Looby
Ordinary Committee Members	Chels Neale Sasha Johnson Lianne Leung

I wish the incoming committee all the best in their endeavor to support Nevin with the SOC portfolio.

### **SOCIETIES COUNCIL | Awards**

Congratulations to the following clubs and societies who won the coveted SOC awards and the associated prize money. The standard of application was very high this year and the Societies Council Committee chose to give some Honourable Mentions to clubs we felt deserved recognition (who did not receive an award).

Best Club	Tied between Japanese Studies Society (Japssoc) & DESI Student Society
Best New Club	UWA Student Managed Investment Fund (UWA SMIF)
Runner Up Best New Club	UWA Mathematics Union
Best Inclusive Event	DESI Student Society for their event Duality
Honourable Mentions	Uni Camp For Kids (UCFK) Electronic Music Appreciation Society (EMAS) Korean Cultural Club (KCC)

Below I have outlined some of the outstanding aspects of each of their applications:

#### **Japanese Studies Society (Japssoc)**

“The most impressive aspect of [Japssoc]’s activities was their engagement with their specific faculty to improve resources and opportunities for students. This group have run immensely popular language sessions, have partnered with their community counter-parts and are a strong presence in the Perth Japanese community. Additionally, they run Japanese exchanges, sending students to Japan to immerse themselves in the culture – an incredible project for a club that is classified as “small”.”

#### **DESI Student Society**

“We were in awe of the rate of expansion they have seen – financials, membership, increasing the size and popularity of their social events, engaging with new students through innovative new events, partnering with an impressive number of external bodies, and branching out into education support. We were most impressed by your focus on inclusivity – running events for all types of people, ranging from henna workshops, to large social events, to music sessions, their range and reach are second to none at UWA. Additionally, they give back to the community through their engagement with external

organisations. The Societies Council thought it was very important to recognise their efforts in engaging the community and giving students the opportunities for personal development.”

#### **UWA Student Managed Investment Fund (UWA SMIF)**

UWA SMIF has good engagement with students, has already run incredibly successful events, has contacted and secured external company sponsorship and is producing a monthly newsletter.

#### **UWA Mathematics Union**

The Mathematics Union have great engagement with their faculty. They filled a niche area that wasn't adequately represented in the past. They have set up social events for members and to facilitate interaction with staff, have held education events in the form of seminars and have produced feedback forms to students so they have a body to raise unit problems with.

#### **Uni Camp For Kids**

“We were most impressed by your clear and profound dedication to your cause and the huge expansion you have undergone in 2014 towards achieving better results for the students and community members you represent.”

#### **Electronic Music Appreciation Society**

“We were most impressed by your skill-building and industry-focused events, as well as the name you have so successfully made for yourself around campus. You are fantastic ambassadors of the Guild.”

#### **Korean Cultural Club**

“We were most impressed by your focus on inclusivity and running events for all students – for example, large alcohol-free events, hugely popular dance classes and significant giving back to UWA and the Guild.”

### **SOCIETIES COUNCIL | Other Activities**

The SOC Vice-President Kaila continues to liaise with Sushi Digital and generate content for the SOC website.

The SOC Secretary Samuel is currently looking at the Tenancy Agreement and Allocation policies and how best to streamline them. Given his recent election as 2015 SOC Vice-President I anticipate he will continue to work on these policies over the summer.

The SOC Treasurer Rowan is gearing up to help clubs with their Semester Two Grant applications.



## SOCIETIES COUNCIL | Finance

October spending:

Line Item	Amount Budgeted for 2014	Amount Spent Sept 2014	Amount Spent In 2014 to date	Description
New Club Start-Up Grant	\$2,500.00	\$300.00	\$1,500.00	Two new clubs affiliated in October
SOC Meetings	\$1,400.00	\$432.50	\$2,765.50	President's Summit Venue Hire & Food/ Drink for October Meeting
SOC Awards	\$1,500.00	\$2,750.00	\$2,750.00	SOC Awards (Runner-Up and Inclusive Event Award prize monies not budgeted)
<b>TOTAL</b>		\$3,182.50	\$57,551.40	

SOC Budget for remainder of 101<sup>st</sup> term:

Line Item	Amount Budgeted for 2014	Amount Spent in 2014 to date	Amount Remaining	Comments
New Club Start-Up Grant	\$2,500.00	\$1,500.00	\$1,000.00	The New Club Start-Up Grant pool was increased for 2014 in anticipation of more clubs affiliating.
Orientation Event Support Grant	\$5,000.00	\$4,857.00	\$143.00	Remaining funds to be reallocated to Semester Two Grant Pool
O-Day Grant	\$15,000.00	\$15,001.00	-\$1.00	
Semester 1 Grant	\$31,000.00	\$30,984.00	\$16.00	Remaining funds to be reallocated to Semester Two Grant Pool
Semester 2 Grant	\$31,000.00	\$0.00	\$31,000.00	To be allocated at the end of Semester Two
Activities (SOC Meetings)	\$1,400.00	\$2,765.50	-\$1,333.49	
Activities (SOC Events)	\$5,400.00	\$1,551.00	\$3,849.00	Remaining funds to cover the costs of SOC Meetings and Sundry costs
Sundry Expenditure	\$0.00	\$140.90	-\$140.90	Cost of BBQ service
SOC Awards	\$1,500.00	\$2,750.00	-\$1,250.00	Runner-Up and Inclusive Event Award Prize monies not budgeted
<b>TOTAL</b>	<b>\$92,800.00</b>	<b>\$57,551.40</b>	<b>\$35,248.60</b>	

## **TENANCY COMMITTEE | Maintenance Works**

At the time of writing this report I have no further updates on maintenance projects.

## **TENANCY COMMITTEE | Storage Space Allocations**

Clubs have now ended the appeal period, with no appeals received. I am in contact with them to sign their Tenancy Agreements.

## **MASTERPLAN | Club Facilities Project – A**

This project is proceeding, with all updates being published on the Guild's projects page.

## **STUDENT SERVICES COMMITTEE**

The Student Services Committee has been focused on some big events:

- Oktoberfest
- Guild Ball (Masquerade, Dark side of the circus themed)
- EOSS (Cemetery themed)

Oktoberfest was a great success, with us selling out of pretzels!

Guild Ball was a fantastic night. A huge thank you to those of you who helped with setting up on the day, and with planning in the lead up. And of course the biggest thanks goes to Steph and Lukas from the Guild Events department, for their coordination of a fantastic evening!

We are now heavily focused on promoting EOSS, and again we will need some volunteers to help out. I will be in touch with each of you individually to assess your availability.

## **UPCOMING PROJECTS**

The projects my committee and I intend to work on throughout the remainder of our term include:

- Have all tenancy works completed [in progress]
- Allocate the remainder of the SOC Grant Pool
- Work to have all Student Leadership Training available online
- Finish updating the Oak Lawn club facilities [in progress]
- Continue to contribute to the Club Facilities Masterplan project [in progress]
- Investigate online finance procedures and online storage of club documents [in progress]
- Produce a guide to SOC Grants to be kept at Guild Finance and Guild Events
- Complete and go live with the Club Committee Resources Website [in progress]
- Continue to review SOC policies and grant structure [in progress]
- Continue to support clubs/societies with their AGMs, events and summer planning [in progress]
- Conduct a thorough handover between the 2014 Societies Council Committee and the 2015 Societies Council Committee elect.

Maddie Mulholland  
101<sup>st</sup> Societies Council President  
[soc@guild.uwa.edu.au](mailto:soc@guild.uwa.edu.au)



## **2014 SOC ACTIVITIES**

### **O-Day**

2014 saw one of the biggest O-Days in recent Guild history, with over 220 stalls and approximately 9000 students in attendance. From the 68 clubs that applied for the O-Day Grant, we had just under 9,500 member sign ups (over double compared to 2013)!

68 clubs applied in 2014, 2013, 60 in 2012 and 50 in 2011.

8 newly affiliated clubs applied for the first time in 2014.

94% of sign ups were Guild members.

The median number of sign ups per club was around 88 students in 2014.

57% of clubs received the full value of their grant claim.

### **Club Carnival 1**

For the first time in recent Guild history, we ran a Semester One Club Carnival to attract sign-ups from first year students who missed out on O-Day and returning students. The event was attended by over 60 clubs, and although it was small, SOC has received overwhelming feedback of encouragement to run the event in 2015.

### **Presidents' Summit 1**

The First Semester Presidents' Summit had two focuses:

1. Getting Presidents to think outside the box with their events and marketing strategies to achieve better engagement with their members and the UWA community. Thank you to guest speaker Chloe Jackson.
2. Leadership, Committee Management and Time Management – an invaluable session with a long Q & A session afterwards. Thank you to guest speaker Michael Truong.

We received positive feedback, especially about Michael's take on committee and time management. I will recommend that this event occurs again next year.

### **PROSH & PROSH Olympics**

Both events were successful this year. Congratulations to:

- DESI Student Society for winning Best PROSH Skit and Outstanding Performance;
- UEC for Best Stunt; and
- Arts Union for winning PROSH Olympics.
- And thank you to all the clubs that participated!

### **Club Carnival 2**

Club Carnival 2 was a hugely successful event with again – over 60 clubs attending. It was a much more successful day many clubs than the first Semester Club Carnival, and had a great vibe.

### **President's Summit 2**

In 2014, we introduced a second President's Summit focused on handover and empowering the incoming committee to build on the hard work of the current committee. We invited guest speaker Annie Lei, and Kaila (SOC VP) ran an interactive session on the handover process.

If you have feedback about the event, please email it through to me, so I can include it in my handover!

## **2014 SOC PROJECTS**

### **Club Committee Resource Website**

Including online storage of club documents (Kaila to elaborate).

### **Training**

We set out to provide better training to clubs and societies in 2014 including:

- Treasurer training
- Inclusive event
- Student Leadership Training
- Individual Secretary Training and Advice; and
- Website Training
- I will be recommending that we provide more online resources for people who missed the training.

### **New Event Management Plans and Checklists / Events Website & Submission System**

We launched the new EMPs and checklists to go with them to make the process easier. We are in the design and content generation phase of the new Events Website, where the EMP process will be through an automated form. This means that you will now be able to tick some boxes and the form will automatically tell you which EMP form is the right one for you. Once submitted, you'll be able to follow its approval process (ie. See when Events have seen it, who it has been sent to, etc). And you can store EMPS in the system to create out of in the future.

There will also be more resources on that page to support your events.

### **Streamline SOC policies and the SOC Rules**

- Cleaned up SOC affiliations
- Updated SOC Rules twice (hopefully)
- Ran a Mid Year Budget review. I will be recommending that the proposed changes are communicated to clubs and implemented in 2015.

### **Introduced the new O-Day T-Shirt Prize Pack**

### **Event Support & Equipment**

We've introduced new items available to borrow from Guild Events, like spotlights, extension cords, decorations. I will be making a recommendation that we expand this store next year, to save you these costs.

### **Promotional Support**

We have brought in some new initiatives for club promotion in 2014:

- Finished installing all the poster frames
- Posters on TVs in Guild Student Centre & the new Club Wall
- New Marketing and Social Media consultation
- Cheap Graphic design.

### **Communication / Transparency**

I've made a big effort this year to make sure I am emailing all information out as quickly as possible, sending reminders, publishing surveys and keeping clubs informed of the services they can access as Guild-affiliated clubs. This information will now also be hosted on the Club Website, which will mean less scrolling through your email files!

### **Admin Support**

This is what I do on a day-to-day basis:

- Emails
- Constitutions
- New Club Affiliations
- Event support/admin support
- Liaising with Guild staff and UWA staff.

**2014 SOC FUNDING** [NB: Since Report given to clubs, additional funds have been allocated]

Total of \$92,800.00 in the SOC Funding Pool.

### **New Club Start Up Grant**

\$1,200 has been granted to the 8 new clubs who have affiliated to the Societies Council in 2014.

### **O-Day Grants**

In 2014, we had a pool of \$15,000 to allocate to O-Day Grants. The cap was \$600 (ie. 300 members).

This is up from 2013 where the cap was \$527.

67 clubs applied this year, compared with 68 last year.

### **Orientation Support Grants**

\$5,000 was allocated to support fresher-focused events. We made inclusive events a big focus, and I have been hugely impressed by the innovative new events you are running!

### **Lion Nathan Grants**

We had \$5,000 to allocate for New or Significantly Improved events. Congratulations to the successful recipients of Lion Nathan Grants in 2014.

The entire funding pool will shortly be granted to support the creation of fantastic new events and the expansion of popular events.

### **Semester One and Semester Two Grants**

We awarded \$31,000 in Semester One Grants to 66 clubs, with the cap being \$800. Three appeals were submitted and favoured by the SOC Committee.

This is compared to \$22,500 in 2014 (\$55,000 over the year).

### **Funding towards SOC Activities**

<b>Line Item</b>	<b>Amount Spent in 2014</b>
Club Carnivals	\$1,551.00
SOC Meetings (including Presidents' Summits)	\$2,528.00
SOC Awards	\$1,250.00

Over the course of 2014, the SOC Committee have come under budget by \$4,486.10.

### **Grant Review**

During 2014 we have reviewed Finance procedures:

- The way statements are done
- Overdrafts
- Online banking – this one is really exciting and will change the way you do business!

### **Insurance**

We reviewed the Club Insurance Policy – it covers all club-owned assets in case of damage or theft.



## 2014 EVENTS

You guys have had a HUGE year! So far this year we've approved 450 events through the Guild Events Office.

The number of events run each month this year have been:

January: 2  
February: 32  
March: 68  
April: 52  
May: 78  
June: 16  
July: 16  
August: 56  
September: 82  
October: 48

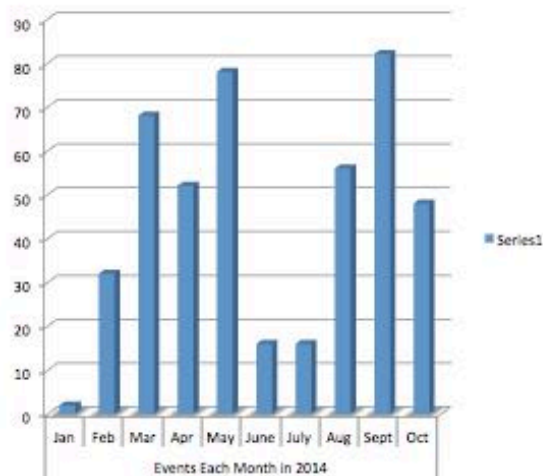
That translates to:

3.3 events per day in March  
2.4 events per day in April  
3.6 events per day in May  
2.7 events per day in August  
3.7 events per day in September  
2 events per day in October

## 2014 Club & Society Events

**450** EMPs were submitted for Club events in 2014.

3.3 events per day in March  
2.4 events per day in April  
3.6 events per day in May  
2.7 events per day in August  
3.7 events per day in September  
2 events per day in October



Of these ... **29** were BBQs  
**27** were Quiz Nights, and  
**11** were Balls.

## 2014 TENANCY SUB-COMMITTEE

The Tenancy Sub-Committee, chaired by Alex Bennet, looks after club facilities including:

- Mailboxes
- Storage Spaces; and
- Clubrooms (and their maintenance).

## **2014 MASTERPLAN – CLUB FACILITIES PROJECT**

### **MASTERPLAN | Club Facilities Project - A**

We have now published a page on the Guild Website (<http://www.uwastudentguild.com/masterplan/>) that allows club representatives to follow the designs and progress of the Club Facilities Hub Project. This is due for completion at the start of Semester 2, 2015 (next year). We will be updating this page when we move through the process.

We have seen designs for the Hub, which we are tweaking. The next stage is tender and furniture.

### **RECOMMENDATIONS**

Over the next month, as I wind up my portfolio, I will be making recommendations for 2015 to the incoming committee. If you have feedback, please let me know!

### **THANK YOU**

To begin with, I'd like to thank my SOC Committee for their hard work, unwavering support and dedication to supporting clubs and societies at UWA.

Kaila, my Vice-President, who has taken on the huge task of re-doing the Club Resources Website including all the logistics, liaison with the website designers and content generation. This has been a huge project and you have been entirely autonomous and self-motivated. Thank you for being so dedicated and hard working.

Samuel, my Secretary, who is consistently there to support the committee in every way he can – from organising the logistics of SOC Meetings and all the admin that goes with them, streamlining SOC policies so they better support clubs and societies, and going well beyond my expectations in every project he undertakes. Thank you for being so supportive and devoted to bettering the experience of club representatives.

Rowan, my Treasurer, who has kept club finances in check and always been there when clubs need him. Thank you for being so incredibly reliable and for being a fantastic voice standing up for the smaller clubs.

Kim, Jono, Dennis, Nevin and Kieran, my OCMs – you have all brought something unique to the committee, and we could not have completed all the things we did without your constant support and enthusiasm.

Laura, SOC IPP – thank you for being the fountain of all knowledge when I needed you.

And finally, to all the students who are involved in clubs and societies at UWA – you all inspire me so much. There is such a diversity of ideas, so many passionate individuals and so much hard work that goes into creating the incredibly vibrant club culture we have at UWA! Being a club rep is a big job, and your dedication is what has inspired me and the SOC committee to work our hardest to support you.

## **Societies Council Vice-President End Of Year Report | Kaila Stevens**

This year my focus has been on the creation of a new 'Committees Resources Page' otherwise known to most as the 'clubs website' to replace the dashboard and the intermediate website currently still sitting on the old Guild website. This project has now been going for 2 years, it was commenced at the beginning of 2013 during Laura Smith's time as SOC president, and it is finally due to be finished.

I have worked with numerous staff and student reps to generate as much content as possible to go on the website to make it the first point of call for all students on the committee of a club or society trying to find information related to their club/society. The website aims to create a body of knowledge that can be expanded upon and changed as necessary to provide clubs greater guidance and make them more self-sufficient (hopefully reducing some of the admin that currently dominates the role of SOC president). Further, the aim is to move to a completely online system for all form submissions without the use of email (which are much easier to lose, or bounce), this will make it not only easier for the SOC and other committee to find submissions, but it will also allow clubs to track their own documents' progress and review past applications to better inform future decisions.

The new website is especially different in that it now has sections specifically tailored for Faculty Societies and Public Affairs Council Clubs- something we have never had before (A section for departments will be added early next year). On top of this, the majority of the website is a 'general' section that contains information relevant to all affiliated bodies.

The website is due to be launched in the next few weeks, as the finishing touches are currently being put on the 'back-end' of the site. When the events website is launched, the two sites will be fully integrated and share the same 'back-end'.

## **Societies Council Treasurer End Of Year Report | Rowan Ashwin**

Rowan was absent from the meeting. In his absence, Maddie provided clubs and societies with an update of SOC Finances (above) and reminded them of the Semester Two Grant submission date.

## **Societies Council Secretary End Of Year Report | Samuel Shenton**

Hey clubs,

As your SOC Secretary, I have been involved in a variety of projects and especially those more behind the scenes this year.

### **SOC Policy Review**

This year one of my main priorities for the Societies Council was to consolidate and properly document appropriate SOC Policies which were either handed down as precedent or conveniently forgotten in the Guild Regulations and needed to be appropriately noted in the various policies under SOC.

The SOC Rules have undergone two revisions, the latest being presented today for final approval; which has incorporated the SOC Committee, the Finance Committee from the Guild Regulations, the Tenancy Committee from the old Tenancy Agreement and reworked club disaffiliation procedures.

Club grants are currently undergoing a structural review with final recommendations being delivered to the next SOC Committee for suggested implementation next year.

Tenancy Policy including the Tenancy Allocation Policy, Tenancy Agreement and Mailbox Policy will be reviewed in consultation with all current tenants over the summer break.

**Guild Committee Work**

This year I have worked on the Corporate Services Committee as an ordinary member and have been involved in the oversight of the new Guild and Clubs Resources Website which Kaila has worked exceptionally hard to deliver this year and also the oversight of current club finances and procedures.

**Club Masterplan Project**

As the Cameron Hall Representative I have sat on the Masterplan Project Design Group ensuring that as many club needs are provided for in one of the biggest club infrastructure projects. I hope to continue this work next year during construction and in the future club infrastructure projects to come.

**Club Records and Archiving**

Toward the end of this year I have been assisting the Guild Archivist with Club Records and Archives. There are many club folders and constitutions, which I'm working on entering into the current Guild Archiving system but some records are due for disposal. Therefore I will be contacting those clubs with records over the summer break regarding historical material that you might be interested in and would like to keep for your club's future.

If your club has any questions about old constitutions or documents that you would like to review that the Guild may hold, send me an email and I can arrange for a time to take you through the archives or some documents to be scanned to you.

**Tenancy Committee**

As the first Executive Officer of the Tenancy Committee I have acted predominantly as a Secretary recording the minutes of meetings. I was also put in charge of collecting the Storage Applications in during the August / September Allocation, if any of those clubs with spaces need assistance locating or have an issue about the space feel free to email me at [soc-secretary@guild.uwa.edu.au](mailto:soc-secretary@guild.uwa.edu.au)



## **DAMSEL MAGAZINE**

It's official. Damsel magazine has finally launched!

Last Monday the Department received our order of Damsel Magazines. The launch event for the magazine was last Wednesday the 15 of October at Bar Pop. The event was successful; drawing in those that either contributed to the magazine or came down especially for the magazine. We were also lucky enough to have Mai Barnes from Golden String and Bernardine perform. The Bar Pop staff were attentive to the need of our musicians, which was appreciated.

A number of magazines were distributed on the night; while others will be distributed around campus next week and at other Perth locations.

I'm so proud to have revived the publication. Thank you to everyone for their enthusiasm and support throughout the creation process, writing and production of the magazine.

While I have thanked the three editors, Kat Gillespie, Lucy Ballantyne and Alice McCallaugh previously I would like to also thank Kate and Alex in the Design team. Their support and guidance throughout the process was unwavering.

## **INTERNATIONAL DAY OF THE GIRL CHILD**

International Day of the Girl Child was the 11<sup>th</sup> of October. The Department chose to celebrate the day by heading down to Oak Lawn and participating in a poster campaign. The campaign was a play on the Always, 'Run Like a Girl' viral advertisement. The campaign went well reaching 8 556 people and generating 36 new likes to the UWA Student Guild Women's Department Facebook page.

## **THE CHANGING LANDSCAPE FOR WOMEN IN THE WORKPLACE**

Next Monday we are hosting an event with Left Right Think-Tank called 'The Changing Landscape for Women in the Workplace'. We are lucky enough to have special guest speakers U.S. Consul General Cynthia Griffin Professor Lyn Beazley AO.

## **FINANCE**

The printing cost of Damsel magazine was \$1665.40, more than the budgeted \$1200 for the cost. At this stage the costs associated with Bar Pop are significantly less than budgeted amount, although the final figures are still coming through. The Women's Department is still due to come in under budget in 2014.

Dear friends, colleagues and interested students, I intend to use this report to update you on our various projects that relate to sustainability and the environment at UWA.

**Environmental Projects – Not yet succeeded:**

Incomplete Projects	Status	Field	Finances (October)
Solar Panels	Potentially going on the new Indian Ocean Marine Research Building. ETA unknown	Energy and Climate Change	Revenue = \$0 Expenses = \$0
Divestment	Forward Initial Ethical Investment Criteria to Investment Company. Initial discussions to form student group to increase pressure and awareness.	Energy and Climate Change	Revenue = \$0 Expenses = \$0
Recycling in Cafes	Guild now has Cleanaway co-mingled recycling skips out back on cafes; need to develop a strategy for recycling in cafes for students to use	Waste Management	Revenue = \$0 Expenses = \$0
Freshie Vending Machines	Two machines for \$3300. Freshie to pay maintenance (excludes water and power) and operating costs. Guild to get commission once sales over \$5000/year. Awaiting samples to taste	Procurement	Revenue = \$0 Expenses = \$0
Energy Audit	SRC circular via email. SEN UWA conducting energy audits of many UWA buildings	Energy and Climate Change	Revenue = \$0 Expenses = \$0
Guild Election – Paper Usage	Preliminary absolute cap of 16,750 A4 per ticket. New regulations passed Council May 2014; need to confirm reduction during 2014 elections.	Waste Management	Revenue = \$0 Expenses = \$0
Recycling Blackspots	Few bins placed into blackspots, sourcing more bins from Sustainable Initiatives/Waste Company.	Waste Management	Revenue = \$0 Expenses = \$0
Plastic Free Proposal	Originally taken to Guild Catering Committee, limited success, working with catering committee and staff to discuss options.	Waste Management	Revenue = \$0 Expenses = \$0
E-Waste Collection	Will implement a plan for collecting students E-Waste and taking it to a free facility 3-monthly	Waste Management	Revenue = \$0 Expenses = \$0
Unit Outlines Online	Will work with faculties and possibly Ed Council to ensure all unit outline are online.	Waste Management	Revenue = \$0 Expenses = \$0

### Environmental Projects – Initialisation success – either maintaining or improving:

Systemic Environmental Projects	Status	Field	Finances
Cruelty Free/Range Eggs	Need to confirm new supplier of eggs and whether they are Free Range or not...	Procurement	Revenue = \$0 Expenses = \$0
Veggie Garden/Urban Orchard	New crops put in, salad day well really well. Have official volunteering hours setup for helpers.	Procurement Engagement and Communication	Revenue = \$0 Expenses = \$0
Environment Council and Calendar	The Environment Council has regular monthly meetings and has created a calendar which integrates with G-News in low-effort manner.	Engagement and Communication	Revenue = \$0 Expenses = \$0
Bike Breakfasts/Lunches	Both events planned for 2014 again.	Transport	Revenue = \$0 Expenses = \$0
Guild Sustainability Plan	Started review, seeking feedback from council members and interested parties.	All.	Revenue = \$0 Expenses = \$0
Carbon Offsetting O-Day	Event successfully offset.	Energy and Climate Change	Revenue = \$0 Expenses = \$0
Keep Cups with discounts	Discount increased to 30c, ~14,000 cups saved Running weekly stalls to promote use. Have official volunteering hours setup for helpers.	Waste Management	Revenue = \$0 Expenses = \$1321.20
Dine In Options	Implemented, needs more promotion. All cafes have cutlery and plates.	Waste Management	Revenue = \$0 Expenses = \$0
Bicycle Repair Station	Implemented, moved to Willsmore/Tattersal	Transport	Revenue = \$0 Expenses = \$0
Carbon Neutral Flights	Policy Implemented – needs to be paid for now.	Energy and Climate Change	Revenue = \$0 Expenses = \$0
Jayride	Implemented - more systemic promotion required.	Transport	Revenue = \$0 Expenses = \$0
Reusing Coffee Grinds	Implemented for three cafés. Grounds using in soil. ~1.5tonnes reused per semester	Waste Management	Revenue = \$0 Expenses = \$0
Recycling Point	Implemented – Lots of phones, batteries, lights and printer cartridges collected. New wheels, door needs to be screwed on	Waste Management	Revenue = \$0 Expenses = \$0
Energy Efficiency Measures	Signage, Air conditioning setpoints in LTs , computer standby modes	Energy and Climate Change	Revenue = \$0 Expenses = \$0
100% Recycled Paper	Maintained as procurement strategy.	Procurement	Revenue = \$0 Expenses = \$0
Recycling at Events	Implementation of recycling bins at events highly successful, requires EMP changes	Waste Management	Revenue = \$0 Expenses = \$0
SERAG volunteering.	Linked the Swan Estuary Restoration Action Group to the Guild Volunteering to ensure greater conservation of the Pelican Point Area, been very successful.	Engagement	Revenue = \$0 Expenses = \$0
Bottled Water at Enrolments	Stopped handing them out during O-Week 2014	Procurement	Revenue = \$0 Expenses = \$0
Envirofest	Went amazingly well.	Engagement	Revenue = \$0 Expenses = \$0



**Finances:**

- Actual Spend = \$1321.20
- Budgeted Spend = \$260
- Actual Events = 1
- Budgeted Events = 1
- Unusual Discrepancies: Envirofest budgeting will be done after the event.
- Project Breakdown next to each project





## **Introduction**

The purpose of this report is to provide the 101st Guild Council with an overview of the activities and projects that are currently underway or have been done in the month of October as well as any updates by the International Students Service Department. Financial details will be provided whenever applicable for any of the reports below.

## **Overview**

The month of October has been a relatively quiet month for the Department. We recently concluded our successful Spring Feast event and have started collaborating with Curtin's International Students Committee for cross promotion for our Multi-cultural Weeks in 2015. We also recently concluded our AGM and have begun handing over the tasks to the incoming ISS Director, Sean Matjeraie.

## **Closing Comments/Conclusion**

October was a quiet month for the department! As always, ISS welcomes opinions, criticisms, suggestions and proposals anytime. Feel free to email or call the ISS Director.

(All Information is Correct as of 25 October 2014).

