



1.0 WELCOME AND OPENING

Emma welcomed all Councillors, directors and proxies and acknowledged that UWA is situated on Nyoongar land. She paid her respects to Nyoongar elders past and present, and acknowledged the Nyoongar people remain the spiritual and cultural custodians of their land and that they continue to practice their beliefs, languages, values and knowledge.

1.1 Attendance

Lizzy O'Shea (Guild President), Lucy Moyle (Vice-President), Jesse Martino (Secretary), Ashleigh Kotula (Treasurer), Charlie Viska (PAC President), Nevin Jayawardena (SOC President), Emma Boogaerd (Women's Officer & Chair), Sean Matjeraie (ISS & OGC), Alex Hamilton (OGC), Cale Black (OGC), Cameron Payne (OGC), Kieran Natalwala (OGC), Olivia Jo (OGC), Sofie O'Mara (OGC), Maddie Mulholland (Senate Representative),

1.2 Apologies

Aiden Depiazzi (OGC), Carlo Guaia (OGC), Ellen Cohen (Queer Officer), Liam Staltari (OGC), Ruby Blakeway (Queer Officer), Vikraman Selvaraja (PSA President), Torey Rickerby (Sports Representative), Cassandra Greenwell (UWA Sports Council President).

1.3 Proxies

Sahil Panag (for Jessica Cockerill), Samuel Shenton (for Rida Malik).

1.4 Observers

None.

2.0 DECLARATIONS OF POTENTIAL OR PERCEIVED CONFLICTS OF INTEREST

3.0 CONFIRMATION OF PREVIOUS MINUTES

3.1 Guild Council Meeting 28th October 2015

Approved via circular.

4.0 BUSINESS ARISING FROM PREVIOUS MINUTES

5.0 DIRECTORS' REPORTS

5.1 Managing Director's Report

Tony said that his report is as tabled. Operations have been slowing down as the end of the year becomes nearer. Subway and Boost are fully operational now and there is good traction with students utilizing these services. Tony is solving some issues with Campus Management in relation to these projects. He said that he had the University Executive Meeting, where he presented the key plans and proposals he has for 2016, which was received quite well. He is negotiating with the University on the new Reid café construction. He said that due to Rodney and Irene's dedication, the University has taken on a lot of suggestions by the Guild as to how the café will be set up. The café now sounds much more tenable. He is negotiating for a tenant arrangement with the University for the café as well, and this is looking very promising.

He said that in early December we need to have a workshop with the catering team to plan out products and services and venues for 2016. The Part A project is progressing very well, and the venue is on track to open on the 18th of December which coincides with the day the Guild breaks for Christmas.

Lucy asked what the situation was with the lease for Reid Café?

Tony said that we are working for a 3-year license for the café on the basis that it will not expire after three years. The reason for the license is to ensure KPIs are met, which will be an agreement between the University and the Guild. Tony has made it very clear that the Guild will be controlling the café, as it has done so since 1964. The café will be brand new, and will be Guild operated. The reason we will be agreeing on a license is to ensure the license does not expire, as opposed to imposing a 5 year lease which gives the University the opportunity to go to tender after the conclusion of the lease.

Charlie asked whether Tony could provide an update on the beer garden?

Tony said that we have received a lot of quotes, which were well over the \$50k budget that we set, so we haven't been able to accept any of these. The design looks very good, however the proposed price and the logistics of the ALVA team working on this project have resulted in little progress being made. We will have to revisit this in 2016 and come up with a new plan. We are able to engage with external companies to receive ideas for the internal design of the Tavern. We will be making this a priority next year.

Jesse said that the Solar Panels were meant to be installed in November, and asked why have they not been installed?

Tony said that we haven't heard back from Campus Management on this. We have given them \$150k, however we have not received any communication thus far. We need to touch base with Campus Management again to confirm this.

5.2 Finance Report

Report as tabled.

Mutya said that the external audit by Deloitte has finished and they will come back in February to finalize their procedures. They haven't highlighted any significant issues. Secondly, the internal audit review and financial controls review with KPMG have been finalized and they will be coming back either this week or next week to provide an update. KPMG were very impressed with the changes that have been made.

The new POS system has been narrowed down to three potential systems – Micropower, Task and BPOS and we have created a table to be presented later highlighting the advantages and disadvantages of each system.

In terms of the financials, for October, we are around \$140k over budget. This is due to a change in our operating income which was \$100k lower than what we had budgeted and our total expenditure which was around \$50k over budget. This is accounted for due to a timing difference. We had budgeted for the Guild Ball in September, however the actual expense for this event came in under October. Thus, in the year to date actual budget line we are still under budget in our total expenditure by around \$140k.

The total operating income was lower as a result of decreased SSAF income, however the main income loss is coming from the Tavern and the Catering Division. Tony will discuss this further.

5.3 Catering Director's Report

The total income from the catering division has steadily decreased over the course of the year; this can also be attributed to the decreased amount of students on campus. We are recalibrating what our position is, and Tony will report back when he finalizes the numbers. Rodney and Irene have been effective in planning for 2016 and have been putting together a new Catering Review Strategy to be implemented in 2016. The key focus of this review is to improve the cafes and increase the amount of students who purchase Guild food and drink. We are reviewing all products in December and Tony will personally oversee this in December and in 2016. We need to be considering a spectrum model where we have certain value or welfare meals that are affordable, as well as increased quality and priced foods.

Lucy asked how the recruitment for the new Commercial Director role is going?

Tony said that we have interviewed one person. We are also recruiting for an Executive Chef position, which will need to be filled by 2016. This person will be overseeing all Guild kitchens, and ensure the quality of our products are maintained. This person will also maintain our functions business.

5.4 Associate Director of Student Services' Report

Tony said that Guild Ball was very good, however Oktoberfest didn't perform as well this year due to Multicultural week happening the week before. He said that we have employed another Student Assist Operator who will start in the first half of February next year. Chloe has been asked to sit on the Strategic Group that analyses the whole University orientation experience. Chloe is the representative from the Guild.

We have received traction from Chris Massie surrounding Orientation Day and he welcomes Guild input. We are recruiting for a Graphic Designer and this position will hopefully be filled by early 2016. Interviews will be starting next week. He said that we have also received some money from the Government to help support volunteering and its initiatives in 2016.

Maddie asked how we were tracking with Prosh Directors and Relay Chair?

Tony said that we have opened applications for both positions and they are both still open. There is a deadline on these, but Lizzy said for questions to be directed to Chloe.

5.5 Associate Director of Corporate Services' report

Tony said that we are undergoing the implementation of NetSuite and uploading all of our inventories. We are starting to gain a stronger idea of what our current position is on catering and improving our systems to reflect this.

Sean asked Mutya why the ISS budget has changed over the year?

Mutya said she would take a look at that budget line; there might be a timing issue or difference there.

Sean asked whether departments could receive confirmation of being reimbursed or invoices paid?

Mutya said this might be a difficult task given Finance makes hundreds of reimbursements everyday and thus will be difficult to track. This would also decrease the efficiency of the exercise.

Sam said that when we reviewed the NetSuite system, we made it possible to automatically notify the account holder when the invoice is paid. Is this correct?

Mutya said we could arrange for this to be done. That is, we can notify department heads if they have any expenses that have yet to be paid or if any changes are happening to their account.

Sam asked when could we expect clubs to begin using the NetSuite interface?

Mutya said we are aiming for early next year.

Jesse asked whether we could change the ATSI budget line to WASAC?

Mutya said yes, this will be changed and has been changed on NetSuite already.

Emma moved to accept all Directors Reports. Motion carried.

6.0 REPORTS

6.1 Guild President

Report as tabled. Lizzy said that the SSAF negotiations are ongoing and Alec would like to recommend the same split to the Senate, as was the case in previous years. We are looking over the document to decide whether we accept the wording before it is tabled at Senate at the next meeting. We have increased transparency and input on what the University spends their SSAF on. We have identified the areas of Careers and Orientation, Mental Health and Student Wellbeing and International Student Support as portfolios that the University needs to spend more SSAF revenue on.

Lizzy said that she is seeking clarification on whether the Capital Expenditure negotiation that will be happening this year relates to the SSAF funds that have already been collected or funds that will be paid next year.

She also said that Student Services is being restructured within Alec's portfolio and a new position has been created for Chris Massie entitled Director of Student Life. His report lines will be the Medical Centre, the Early Childhood Learning Centre, UWA Sports, residencies, support services and Guild relations. We will move our monthly meeting to Student Services up to him, which is a really positive thing.

6.2 Vice-President

Report as tabled.

6.3 Secretary

Report as tabled. Jesse said that he was disappointed that the majority of the reports were submitted late this month. The Secretary has two days to compile the reports as well as write their own, so submitting your report late after that point is not acceptable. He will be briefing the new Secretary on the appropriate practice for report submission.

Jesse moved a procedural motion to discuss a confidential matter relating to the Discipline Committee investigation.

Emma moved a procedural motion to move in-camera. Motion carried.

Emma moved a procedural motion to move out of camera. Motion carried.

6.4 Treasurer

Report as tabled. Ashleigh said that she has met with Tom to begin the handover process.

6.5 Education Council President

Report not submitted.

6.6 Public Affairs Council President

Report as tabled.

6.7 Societies Council President

Report as tabled. Nevin said that he has had a really enjoyable and productive year. He paid special thanks to Maddie and Lizzy who allowed him to fill this position.

6.8 Women's Department

Report as tabled. The department had the final Women's Collective meeting of the year, distributed Damsel's across Perth and printed twice as many copies this year. The department ran a large campaign against the sexist cartoon in the West Australian. The campaign received significant traction across Australia. The post reached 280 000 people. Emma noted that today is the international day condemning violence against women.

6.9 Welfare Department

Report not submitted.

6.10 Environment Department

Report as tabled.

6.11 International Student Services

Report as tabled.

6.12 Queer Department

Report as tabled.

6.13 Guild Sports Representative

Report not submitted.

6.14 Postgraduate Students' Association

Report as tabled.

6.15 Residential Students' Department

Report not submitted.

6.16 WASAC Chair

Report not submitted.

6.17 UWA Sports Council

Report not submitted.

6.18 Chair of Guild Council

Report as tabled. Emma said that the RSD Rules, the Women's Department Rules and the in-camera minutes policy are projects that are still a work in progress. Future projects are the Statute Book and the Guild Regulations.

Emma moved to accept the reports. Motion carried.

7.0 QUESTION TIME

8.0 MOTIONS ON NOTICE

8.1 That Guild Council:

- Reaffirms the Guild's position set out in the Guild Policy Book (item GM03/001): "That the Guild take action to oppose any moves by the Federal Government or the University to remove student or academic representation on University governing bodies such as the UWA Senate. As the key stakeholders in the Higher Education System, students and academics have the right to have their voices heard at the highest level of University governance.
- Opposes and will take action against any moves by the State Government or WA Universities to change the number of staff, students and graduate members on University Senates/Councils; and
- Opposes and will take action against any moves by the State Government or UWA Universities to change the process from electing staff, students and graduate members of University Senate/Councils to nominations.

Moved: Lizzy O'Shea; Seconded: Emma Boogaardt.

Emma moved a procedural motion to defer the Chair to Lucy for the duration of this motion. Motion carried.

Lizzy said that there is a bill that is set to be tabled at a state level called the Universities Amendment Bill. This bill will amend the student members on University Senates and Councils to be appointed by a nominations committee rather than being elected.

The four University Acts are all acts of State Parliament which create ECU, Murdoch, Curtin and UWA. They are looking to do a broad scale amendment, which will give Murdoch and Curtin the right to develop their land.

Lizzy believes appointments are a terrible idea. Students who are elected to be there are not pushing a certain agenda; they are acting within the best interests of the organization and the board. Michael Chaney feels that if you're elected, you have a conflict of interest between doing what's best by the people who elected you and doing what's best for the board. We have never had a history of students not understanding this potential conflict.

We use a lot of influence and representation in what we would like to see at the University. This appointment system will moderate student behaviour and discourage students from applying. A board that doesn't accept a diversity of views or who thinks that stakeholders shouldn't have input will be an unproductive board.

Emma deferred her speaking rights to Maddie who is on Senate.

Maddie said that this would be discussed at the next Senate meeting on December 7th 2015. Her concern is that if it were a nomination rather than an election, it would be up to the nomination committee to decide how someone will be appointed. This would mean the student wouldn't have been as involved in campus life as a student who was elected. This person will therefore not have the data and evidence available to them, which limits their ability to represent students. There was also non-existent consultation.

Cameron said that he is for the motion. He believes student representatives on the Senate should be elected, rather than appointed by the University.

Maddie said that Paul has indicated his support for students sitting on the Senate. Michael has indicated his support for a much smaller composition of the Senate, and would like student representatives appointed rather than elected. Maddie lastly added that she doesn't have a significant amount of information on this issue due to confidentiality reasons.

Alex asked whether the information in the media is all that we've heard in relation to this issue?

Lizzy said yes. All that we've heard publicly is that Peter Collier said the amendment bill changed the student representatives and the staff representatives on the Senate to be appointed not elected.

The motion was put. **Motion 8.1 passed unanimously.**

- 8.2** That Guild Council thanks the Directors and Guild Staff for their significant contributions throughout the term of the 102nd Guild Council.

Moved: Lizzy O'Shea; Seconded: Jesse Martino

Lizzy said that the 102nd Guild Council would like to say thank you to all of the Guild Staff for all of their hard work. We wouldn't have been able to achieve all of the initiatives we have completed this year without the staff.

Jesse wanted to say thank you not only for all of the hard work all of the staff have put into the organisation itself, but also how much help and support the staff provide student representatives.

Lucy said that she likes how she's able to gossip with the Guild staff whenever she wants.

Ashleigh said thank you to the Guild staff for putting up with all of the student representatives this year, and for providing us with the support we needed.

The motion was put. **Motion 8.2 passed unanimously.**

- 8.3** That Guild Council
- (a) Amend the current Guild Mailbox Policy as attached.
 - (b) Amend the current Room Access Policy as attached.
 - (c) Replace the current Tenancy Agreement with the Clubroom Tenancy Agreement and Storage Tenancy Agreement as attached.

Moved: Nevin Jayawardena; Seconded: Jesse Martino.

Nevin deferred his speaking rights to Sam Shenton.

Sam said that these policies have been worked on in consultation with the current tenants in the buildings. The mailbox policy has been edited to streamline and remove clauses, which are no longer needed or are repetitious. The policy has also been restricted so that mailboxes are refreshed every year to ensure that all clubs are using the mailboxes. The room access policy has been altered to reflect the current situation with tenants. Previously only the club executive had direct access to the clubroom, now, clubs can

nominate other guild members to have access to the room.

The storage tenancy agreement has been separated from the clubroom tenancy agreement to reflect the very different tenant spaces.

Jesse said that these policies have been passed through the Governance Committee.

The motion was put. **Motion 8.3 passed unanimously.**

8.4 That Guild Council endorses the Equity & Diversity Guide for Clubs and Societies prepared by the Equity & Diversity Committee.

Moved: Charlie Viska; Seconded: Emma Boogaardt.

Charlie said that this has been the main project of the committee this year. It is a resource for clubs to refer to for their events. It is appropriate to be aware of these issues, and the guide will help clubs be more inclusive and get their events more popular.

Emma said that she has had many interactions with clubs and faculty societies who have perhaps not taken the best approach surrounding equity and diversity through their events and culture. A lot of this isn't people behaving in a malicious manner, but behaving ignorantly or not having the appropriate information available to them. She is hoping that this resource is useful for clubs to plan events so they have some support in this area.

The motion was put. **Motion 8.4 passed.**

8.5 That Guild Council:

- (a) Affirms the Guild's position in support of the Student Services Amenities Fee (SSAF) in its current form
- (b) Recognises the important role the SSAF plays in funding essential services for all students across the Guild, UWA Student Services and UWA Sports including but not limited to, Student Assist, volunteering, club and society support and grants, Orientation, the Medical Centre, counselling and satellite campus support
- (c) Opposes the move by Independent Senator John Madigan to change the implementation of the SSAF to only being levied at a University with the support of the majority of students in a mandatory ballot conducted annually and;
- (d) Calls on the University to continue to support the Guild in opposing this change to SSAF legislation, or any proposals to return to 'voluntary student unions' and notes the current support that the University has indicated.

Moved: Emma Boogaardt; Seconded: Lizzy O'Shea.

Emma moved a procedural motion to move the Chair to Lucy. Motion carried.

Emma said that John Madigan wants to change SSAF. He wants to change it to a mandatory vote every year whereby the majority of student need to signal that they are in favour SSAF, otherwise it will be cut.

Emma said that SSAF is very important. We pay our course fees to the University in order for them to provide teaching and learning support, however this is not contingent on how many lectures you attend or whether you enjoy your course. You pay these fees upfront because you're opting to attend University and gain that experience. The SSAF fee funds student support, student engagement and experience. These services are mostly provided for free such as Student Assist.

If these services were funded without SSAF, the University would have to cut costs in other areas to afford these essential services, otherwise they won't get funded. The loss of SSAF would gut student organisations around the country that don't receive a steady stream of revenue from catering outlets.

Emma said that students don't understand what the SSAF achieves, so going forward we need to explain where these funds are going and how student money funds important services.

Lizzy said that what Madigan proposed doesn't actually abolish SSAF; it creates a logistical and administrative nightmare. She said that students don't realise that they need the essential services on campus that are funded by SSAF until it's too late, and these students often don't support paying the fee. Lizzy said that Alec Cameron told her the University is very supportive of SSAF and they wouldn't like to see it removed or decreased.

Lizzy also said that a number of student organisations are solely funded on SSAF such as ECU, and if their funding were to be cut the organisation would die within a year. This is very harmful to student representation on University campuses.

Lucy moved a procedural motion to limit speaking time to two minutes. Motion carried.

Cale said that after spending one year on Guild Council, it is crucial to our development as a Guild that we receive SSAF funding. He believes providing more communication to students as to where the SSAF funds go would be very beneficial. Cale said that clubs and societies on campus rely on this funding, and losing this funding would affect very broad aspects of campus life. He further added that he fully supports this motion.

Cameron said that when the Guild did not receive SSAF funding it was operating at peak performance. He believes that not having a compulsory fee will not destroy the Guild's current financial position. He said that being a medical student who doesn't spend any time on campus, he does not benefit from the services and amenities that are provided under the SSAF. This proposed motion still enables you to institute SSAF at UWA if students are in support of this, which he believes is important. He further added that students had a better experience prior to SSAF being introduced.

Maddie said that having this vote would decrease the amount of certainty and long term planning the Guild has in relation to its finances. At the moment, it's not effective for the Guild to operate on a year-to-year budgeting scenario. This model would result in the Guild operating poorly.

Lizzy said that a one-year cycle would create volatility and uncertainty. It would leave organisations such as the Guild functioning at a minimum. It would also be very costly to fund an annual referendum, as it would have to be administered by the University.

Emma said that the Guild did not achieve better things under voluntary student unionism. She also said that it's not just the Guild that receives SSAF, UWA Sports and Student Services also receive funding. This funding provides important services such as free counselling, welfare support and financial assistance. This will also turn the Guild and the University into a constant campaign around SSAF.

Emma said that it's also telling that the University is in support of the SSAF. She further added that it is unhelpful to democratise fees.

Lucy moved a procedural motion to hand the chair back to Emma. Motion carried.

The motion was put. **Motion 8.5 passed.**

- 8.6** That the 102nd Guild Council thanks Lizzy O'Shea for all her hard work over the year and for being a total boss and hitting it out of the park, and we wish her all the best for the future.

Moved: Emma Boogaerd; Seconded: Cale Black.

Emma said that Lizzy has tackled a lot of issues this year. She has dealt with deregulation, Arts cuts, Lomborg, catering and student life. Lizzy's vision, leadership and support significantly improved the Guild. Emma wanted to particularly acknowledge Lizzy's contribution to the education portfolio, the UWA Senate and involvement in NUS. Emma also said that Lizzy has provided her with a significant amount of personal and professional support and she will miss her.

Cale thanked Lizzy for all of her hard work and commitment to the Guild this year, and for providing support and encouragement to councillors along the way.

Lizzy thanked all of the councillors for all of their hard work. She said she has had a very difficult but rewarding year. She is particularly proud of some of the initiatives that the Guild has achieved this year. There's been a lot more collaboration between portfolios and a lot more engagement with students on campus.

Emma added that it has been a delight, and a fun and enjoyable experience to Chair the 102nd Guild Council.

The motion was put. **Motion 8.6 passed unanimously.**

9.0 GENERAL BUSINESS

10.0 CLOSE / NEXT MEETING

This is the last meeting of the 102nd Guild Council. The first meeting of the 103rd Guild Council will be held on 1st December 2015 at 6pm. Please contact the Guild Secretary (secretary@guild.uwa.edu.au) with any apologies or proxies. All office bearers and department officers will be available at 5.30pm immediately prior to the meeting. If unable to attend, please advise which dates you are available to reschedule if a quorum cannot be met.