



INTRODUCTION

I took three weeks of Annual Leave over the Christmas Break until mid-January, followed by a week at the National Union of Students Presidents Summit in Sydney. I'd like to thank Charlie Viska for taking up the role of Acting President during this time, whose dedication and competence meant I was able to enjoy some time off! This report contains both his actions as Acting President (denoted with [Charlie]), and my activities (denoted with [Maddie]) during this period and the past month and a half.

MEETINGS | Guild

- **Admin & Support**
 - Update with Tony Goodman and Jenny Ophel re: activities while I was away (January). [Maddie]
- **Student Services**
 - Club Collaborative Zone – Meeting to discuss invitees and plan the event, and walk through of the facility (January). [Charlie]
 - After many years of planning and development, beginning back during the 2008 Guild Council, the Part A Project Club Collaborative Zone will soon be complete. This space, which will boast world-class facilities for Clubs, FacSocs and Guild Departments, will rival those seen in Ivy League universities in America. It is an extremely exciting period for the Guild and students, and this development would not have been possible without the hard work and commitment of a huge history of individuals. With this in mind, the two priorities for the space have been overseeing the development of a usage policy and the planning of an opening event. On the first, Jesse, Jack, the Tenancy Committee and the Governance Committee have worked hard to create and review a policy that will best outline how the space should be used, by whom and when. Initial conversations regarding who would administer the policy have outlined a need for a greater discussion on the role Tenancy committee has to play in this sort of development, and in any development of club and student spaces in to the future.
The opening morning tea on the 5th of February will have a number of high profile Guild Alumni, as well as esteemed University guests, members of the community that have been involved during the design and construction process, and special VIP guest Janet Holmes a Court. Janet has kindly agreed to co-open the space, signifying her past and ongoing relationship with the Guild. It is an exciting time, and the opening will prove to be a good opportunity to explain the importance of this kind of space to students. Additionally, the Vice Chancellor and Executive will be able to see some of the ways in which the Guild is aiming to build a 'sticky campus' for UWA.
- **Student Councils**
 - Guild Christmas Party (December). [Maddie]
 - Education Council Committee Meeting (December). [Maddie]
 - Guild Executive Meeting (December). [Maddie]
 - Before the Christmas break, the Guild Executive had their first in person planning and strategy meeting, preparing for 2016. At this meeting, we focused on our general goals for the year and looked at some of the roles and responsibilities of each member of the executive. Out of this meeting, we established that the general strategic theme of the year would be relevance to the ordinary student body. As an organisation, we need to take a holistic look at the services we provide, and the ways in which we promote them and communicate them to the student population. Ranging from advocacy and support to fun

peer-to-peer activities, personal development to ensuring there is personal nourishment and a sense of place – the responsibilities of the Guild are broad, yet generally speaking we are offering them far beyond what our limited funding capacity would suggest. However, as an executive, one priority we have identified is closing the loop in communicating this to students.

We have also outlined specific roles for members of executive at the start of the year, particularly over the holidays and in preparation for semester one. Treasurer Tom Burke has been spearheading efforts to reinvigorate and overhaul a number of aspects of our catering. Alongside a working group of councillors, Tom has been captaining some of our immediate catering priorities such as the Tavern fence and interior refurbishment projects, new outlet menus and experiences and overhauling the Ref and the options that are available there. Additionally, Tom is working alongside Office Bearers to help them establish their departmental budgets going in to the year. Secretary Michael Kabondo is in the process of compiling all department rules and policies for reference throughout the year and is helping Vice President Charlie Viska in creating induction resources for the council. Another focus of the executive for 2016 will be setting a strategy for achieving the promises that we made for our election, and making sure we are accountable and responsible to the student body that elected us. Coming out of our planning meeting, we have identified a number of goals for the year that will guide us. [Charlie]

- Briefing for Acting President (December). [Maddie]
- Catering & Tavern Committee Meeting (December). [Charlie]
- Corporate Services Committee Meeting (December). [Charlie]
- Strategic Resources Committee Meeting (January). [Maddie]
- Master Calendar Planning Meeting (January), to consider when all portfolios would hold their respective events. [Maddie]

- **Commercial**

- Tavern Capital Development Meeting (December). [Maddie]

MEETINGS | University

- **University-wide**

- Planning & Resources Committee Meeting (sub-committee of the University Senate) (January). [Maddie]
- I have been in touch to organise quarterly meetings with the University Executive – a continuation of the 2015 structure. These meetings will give the Guild management team the strategic opportunity to keep the University up to date with the events, projects and initiatives coming out of the Guild, as well as how we can work alongside the University in order to help them achieve their objectives. [Charlie]

- **Education**

- Regular meeting with the Head of Library & Team (January). [Maddie]
- Meeting with Lisa Cluett (January). [Maddie]

MEETINGS | External

- University Board of Discipline (December), continuation of a matter that I commenced as a member of the University Discipline Committee in 2015. [Maddie]
- National Union of Students Presidents Summit (January). I have attached the report I presented to the other Campus Presidents, and I will circulate a report about the conference itself to Guild Council. [Maddie]

PROJECTS / ACTIVITIES

- **Induction Resources**

A major focus for the month has been compiling the presentations from our Guild Council handover retreat into fact sheets and videos, to be included in an induction package for councillors that were unable to attend. With generous help from Emily, councillors will be able to watch presentations on an Introduction to the Guild, Corporate Governance, Finance and Catering to learn more about their role and the organisation. The induction resources also include fact sheets on Events, Creative & Marketing, Guild Volunteering and Student Assist. These resources will be rolled out towards the end of the month, and will be available to councillors throughout the year. [Charlie]

- **Training**

As part of our Service Level Agreement, it is a requirement that Councillors and Officer Bearers undergo various training. In planning for 2016, Michael has been coordinating organising Equity & Diversity training with Malcolm Fialho from University E&D. This will occur at the beginning of February. Councillors, Officer Bearers and standing invitees to Guild Council will be invited to attend this training. Additionally, councillors are invited to attend the Student Leadership Training organised by Kasey and the events staff. [Charlie]

- **T-Shirts**

A minor administrative task for the holiday period has been picking a t-shirt design for councillors, committees and Guild staff. We have settled on a black t shirt, with the current guild logo and design in white. This will be drawing on the brand recognition that has been established, and is also a popular design among students and staff. [Charlie]

- **O-Day**

For most students starting at UWA, O-Day is their first impression of the student life and the campus culture that is available here. Preparation for this year's O-Day on February 26th is well and truly underway, coordinated by Events Manager Kasey Hartung with help from Jack and the SOC Committee. As part of the broader orientation conversations, one of the focuses is to push for a more inclusive and entertaining O-Day. Having checked in with Kasey regarding the orientation process, this appears to be on track. As usual the main club attraction will be centred on James Oval, but the Guild Village precinct and Oak Lawn will come alive with food trucks, information stalls and carnival rides and games. Kasey and the team have been working extremely hard in preparation, and it is sure to be an exciting day. [Charlie]

- **Parking – Conservation & Land Management Amendment Bill 2015 (WA)**

Recent changes to the Conservation and Land Management Act 1985 (WA) were passed in Parliament and have come in to effect in early December. Most pertinently, this will mean that parking without a valid ticket in 'the Pit' – ie. Matilda Bay Reserve – will result in a parking infringement being attached to the car. Previously, offenders were required to be at their vehicle in order to receive a fine. Formal correspondence has been received from the Department of Parks and Wildlife, as was agreed upon in 2015, and this information has been communicated to students through a Facebook post. This will be revisited closer to the start of first semester, with more posts and inclusion in the Guild Weekly email. Charlie and the Marketing / Creative team are devising a parking communications plan in order to ensure that all students that use this facility are aware of the legislative changes. [Charlie]

- **WAASSA Room**

During the holiday period, WAASSA representative Jocelyn Cleghorn continued contact regarding the status of the WAASSA common room, which in 2015 appeared to be at risk of being taken away from the club by the Faculty. At present, Jocelyn and peers are on track following a plan devised in 2015 to create a larger, "Social Sciences Alliance" club, which would represent Linguistics, Anthropology and Sociology. This club, then, would be more representative, and would have a much larger pool of students that would fall under its umbrella as it now pertains to the entire faculty and not just one major. From here, the students plan to present a proposal to the DVC Education Alec Cameron requesting they are permitted to keep the room. We will assist the students in presenting this report to Alec. [Charlie]

- **New Executive Chef**

Throughout the month, Jenny and Tony have been interviewing for a new Executive Chef, to fill the position that has been vacant for some time. Recently, Tony and I were also invited to attend an interview, and it is exciting to welcome Debbie Quartermaine to the team. Debbie has an extensive background in catering and dining, and has an energy and enthusiasm that will hopefully translate to some extremely positive changes in the area of our outlets and the Catering business as a whole. I believe Debbie's values and perspective will help us achieve the aims of our catering strategy. [Charlie]

- **Catering**

As discussed, redeveloping our Catering across the holiday period has been one of our main organisational priorities. Tom and the Catering and Tavern committee have been committed to planning a number of major changes across our outlets. Universally speaking, the overarching theme to this redevelopment has been the development of a new Catering Strategy that focuses on venue differentiation, and overall venue and dining experience. Through rebranding each of the venues and taking a step away from the "Guild" brand, we are aiming to make it clear to students that the quality of food and drink on campus is improving. Furthermore, it is hoped that we can shake the mindset of and association with the tainted Guild catering brand. The most notable changes will be in the Ref, with reallocation of space there, and segmentation of the area with separate branding, colour schemes and aesthetics for different sections of the food service area – corresponding to new and different options that will be available there. Importantly for our catering strategy, there will also be a renewed push on improving the venue experience and customer service. Rodney, Irene and the entire Catering team have been working tirelessly throughout the summer period, which is much appreciated. [Charlie]

- **Tavern**

With serious delays on the Tavern Fence project last year, the pressure has been on in order to move towards a new tavern fence by the start of semester. Tom and the team have been working on finalising a design with Hames Sharley architects, and pending University and WA Planning approval, the current fence will be altered and the new design will be put in place.

The redesign and renovations to the interior of the Tavern have also been on the forefront of the Catering & Tavern Committee's minds throughout the holiday period. Changes to the currently out-dated space have been proposed, considering the recommendations of the committee and Tavern Manager Hayden Greenham. These changes are consistent with the mindset of keeping the Tavern as a versatile and practical space that maybe booked, while also updating and modernizing the overall feel and experience of the venue. Currently, the Catering and Tavern Committee are seeking quotes for the cost of the works, with the look of moving forward with the project as soon as possible. [Charlie]

- **Guild Volunteering**

Guild Volunteering, in collaboration with Volunteering WA and UWA student Monica Doyle, was extremely successful in organising as a drop-off point for donations to the communities affected by fire in the state's southwest. There was an overwhelming response from the student community and drop-off spot reached capacity in a number of days.

Claire Duffy and I have been re-examined Guild Volunteering's stance on the McCusker Centre for Citizenship, specifically how we communicate their Internship to program. It has been decided that the most appropriate communication plan is through one-on-one referral (as Claire has been doing) when it is appropriate for students. Additionally, I have approached Claire on developing a plan to help Masters of Engineering students engage in Volunteering, in order to help attain their volunteering/internship requirements. Currently, students are required to undergo a total of 12 weeks of vac work before graduating – 8 weeks of Type A (explicit Engineering work or internships) and 4 weeks of Type B (faculty accredited, recognised volunteering programs that pertain to leadership and development, or even some types of technical work). This is an area of anxiety for an increasingly large proportion of Engineering students, and anything that the Guild can do to help increase options for these students would be good. [Charlie]

- **Nescafe Thought Space**
Over the holiday period, the Guild was approached by Nescafe, with them looking to establish a ‘thought space’ on campus. After discussions between the executive, Tony and Strategic Resources Committee, it was decided that this sort of space would be inappropriate – particularly in our new Club Collaborative Zone. [Charlie]
- **Catering Strategy**
Development of an overarching operational strategy for our approach to Guild Catering in 2016 and 2017. [Maddie]
- **Common Lunch Hour / CAS**
I raised common lunch hour issues with Grady Venville and Matt Huitson, before the new timetabling system (Class Allocation System) went public. Emma, Charlie and I also got a demonstration of the CAS system so we could respond to issues as they arose. Emma can update Guild Council further on any issues that have arisen. [Maddie]
- **Honour Boards**
I’ve been working with Chloe Keller to update the Honour Boards. [Maddie]
- **Life Members**
I’ve been working with Melissa Hetherington (Archivist) and Chloe Keller to learn more about our Guild Life Members. I’d like us to feature this information somewhere in the Guild. [Maddie]
- **Reciprocal Guild Membership**
I’ve been speaking with Presidents from Curtin Student Guild, ECU Student Guild and the Murdoch Student Guild about extending our catering discounts to members of their Guild’s who attend UWA and vice versa. We are working on an MOU at the moment. [Maddie]
- **Campus Management**
Immediately following our SSAF Capital Expenditure negotiations, I spoke with Rowan McLean about having input on UWA’s Commercial Plan. I hope we will be able to have significant input on the Commercial Plan due to our prevalence in this space. She raised concerns about Subway’s neon sign and some untidy bins near Hackett Café. The bins do not belong to the Guild, but we have spoken to Subway about their sign. [Maddie]
- **Library opening hours**
I’ve had multiple enquiries about which libraries are open, especially given the Reid Library closure. We have promoted this information and I have asked the Library to do some promotion too. [Maddie]
- **Orientation**
I’ve been working with Chris Massey, Director of Student Life to finalise the Guild’s involvement in Orientation. This has involved defending the Guild President’s speech at the Commencement Ceremonies, discussing how to make those ceremonies more engaging, organising the Guild’s presentation to UniMentor, clarifying Guild café opening hours to ensure students are sent to our cafes, and working with Kasey to finalise our Faculty Sporting competitions. This work will be continuing right up to O-Week. [Maddie]
- **Alec Cameron (Deputy Vice Chancellor, Education)**
I’ve been working with Alec Cameron on a variety of issues:
 - UWA Academic Calendar working group on student concerns – contribution to the terms of reference. The working group will commence discussions shortly.
 - Intention for Reid Café and the Guild’s involvement.
 - Guild Relationship Agreement.
 - Mobile vendors template and agreement with Campus Management.
 [Maddie]

- **UWA Sports**

I've been approached to sit on the UWA Sport Advisory Council and Stakeholder Reference Group. I hope to engage more student in these groups over time. [Maddie]

- **Colleges**

I spoke with Chris Massey about how mental health services and programs are dealt with in colleges and about how we can involve the RSD President in college decision-making. He has provided me with some further information and plans, which will come into effect over the next couple of months. [Maddie]

- **SSAF Tavern Project**

We have now submitted our Tavern Refurbishment proposal to Alec Cameron (for \$250,000 of the SSAF Capital Expenditure). I hope this project will be acceptable. Over the next couple of months I will begin discussions with Chris Massey about how we can better plan for capital projects over the long term. [Maddie]

BUDGET

Line Item	Amount Budgeted	Amount Spent	Notes
Conferences	\$1,600	\$1,160	NUS President's Summit <ul style="list-style-type: none"> • \$350 Conference Registration • \$630 Flights • \$180 Accommodation
TOTAL	\$1,000	\$1,160	



The UWA Student Guild was founded in 1913, and is now in its 103rd year. We do not charge a membership fee, nor does our UWA Sports Association (university-run). The SSAF is applied at the highest rate, although some off-campus and part-time students pay a reduced rate. We have approximately 26 000 students.

A. An overview of your student organisation, including:

i. Services

Guild Student Centre

As the first port of call for student queries, the Guild Student Centre staff are trained to give day-to-day advice, directions, contact details and on-referrals. They manage poster approval, lost property and some marketing.

Discounts

Guild members have access to around 60 discount partnerships.

Representation and Advocacy

The Guild President, Guild Office Bearers and Faculty Societies executives represent students on a variety of University boards and committees. We also advocate on issues of concern through these students and the Education Action Network (EAN).

The Guild employs three full-time case workers ("Student Assist") who assist students with academic issues, such as special consideration applications, appeals and support through university discipline processes, financial issues, through loans, grants and budgeting support, and welfare issues, including being a key source for referrals to specialist services. By being independent from the university, our Student Assist officers can aid in advocating for the students' best interests.

We have a couple of main off-main-campus student bodies, who are represented by a member of Guild Council, typically a student from that particular student body.

Postgraduate Students Association

The PSA comprises an executive, faculty representatives and some portfolio positions, all made up of postgraduate students. The PSA represents Masters by Coursework, Masters by Research, PhD candidates and other postgraduate diploma and research students. Their primary focuses are welfare, grants, peer-to-peer connection (social) and advocacy (academic and other postgraduate issues).

Active Departments

We have the following Departments / Collectives:

- *Women's Department* (autonomous): which runs themed weeks, campaigns and initiatives such as "Women in [discipline]" in collaboration with Faculty Societies, and also comprises the Women of Colour Collective (autonomous) and Queer Womens' Collective (autonomous).
- *Queer Department* (allies welcome): which runs weekly meetings and film nights, Pride Week and campaigns.
- *Environment Department* and *Environment Collective*: which runs weekly meetings, engages students in projects such as the Urban Orchid (Guild Village Courtyard),

advocates for environmental changes (including solar panels and dine-in / recyclable food packaging).

- *Welfare Department*: which runs mental health initiatives, free food and food bank programs and campaigns.
- *Residential Student Department*: which coordinates cooperation between the five colleges, and organizes activities like competitions, debating, fresher orientation and inter-college parties. It also looks to bridge the gap between college and day students.
- *Albany Committee*: which support and run events for students studying at the rural Albany campus.
- *WA Student Aboriginal Corporation (WASAC)*: which support and run events for / by aboriginal and Torres Strait islander students studying at UWA, with a focus on culture sharing and advocacy on programs for Aboriginal and Torres Strait Islander students.
- *Access Collective*: which is starting up and hopes to run themed weeks and develop a support network.
- *Ethno-cultural Collective* (autonomous): which is starting up and hopes to develop a support network, work with ethno-culturally diverse clubs and run campaigns.

Catering

The Guild runs almost all of the food and drink outlets, offering a 10% discount on food and 40% discount on coffee for Guild members. As part of the Catering Strategy, the Guild has a mix of private vendors, pop-up food vans and Guild-run outlets, with a tiered pricing and quality system, starting with healthy welfare meals.

The Guild also runs a catering / functions business. More information below.

Activities

The Guild Events Team (two full time staff members) run large events throughout the year including O-Day, two End of Semester Shows ("EOSS"), Tuesday Market Days (in the Guild Village), Oktoberfest, St Patricks' Day, Guild Ball (to celebrate and award clubs and societies), Relay For Life and PROSH (largest single-day charity event in the southern hemisphere!).

Guild Departments and Sub-Councils run a variety of events and initiatives including:

- Club Carnival (multiple times per semester in varied locations);
- Club Olympics (part of PROSH);
- Fringe Festival;
- Social Justice Week;
- Faith Week;
- Book-Con;
- Language Week;
- Welfare Week (in each semester);
- EnviroFest;
- Multi-Cultural Week;
- Pride Week; and
- Women's Week;
- With many more in the works for 2016.

Clubs & Societies

The Guild provides administrative and funding support to its affiliated clubs and societies. We have around 125 clubs affiliated to the Societies Council, another 75 also affiliated to the Public Affairs Council (faith, political, social justice, community-focused, and arts and culture groups) and 11 Faculty Societies (to represent the faculties at UWA).

These groups cater to a broad range of interests, from parties, to networking and discipline clubs, to volunteering and community outreach and everything between. The relevant sub-council provides grants (SOC \$89,000, PAC \$3,250 and Education \$61,320) and overdrafts (on application), training (treasurer training, student leadership training, event management training and cultural awareness training) and provides hands-on support for these clubs and societies. If a club submits an Event Management Plan (EMP) (and also sometimes a Risk Management Plan), which is subsequently approved by the Events Team, they are covered by the Guild's \$20M public liability insurance. EMP's are compulsory for all events (other than stalls).

The Guild Finance Team (5 full time staff members) host the club finance accounts, assist clubs with their banking and distribute funding (based on sub-council allocations).

Additionally, the Public Affairs Council organises themed weeks (listed above) to allow smaller clubs to come together to promote and share their goals and aims, without the financial outlay.

Facilities

In February 2016, the Guild will open a new “Club Collaborative Zone” – the whole floor of a wing dedicated to assisting clubs with collaboration. It includes two conference facilities (which can be joined), a meeting room, two meeting pods, a hard floor production space, a small theatre (sits approximately 20), kitchen and lounge area, hot desks (with computers containing design software), collaboration high desks, storage, printing facilities and \$50,000 worth of AV equipment.

The Guild also provides:

- Autonomous Women’s Room;
- Queer Room (open to allies);
- Environment Department room;
- International Student Services Department Room and Multicultural Week Room;
- Charity spaces (used by PROSH and Relay For Life);
- NUS West office;
- 10 clubrooms;
- Loft (shared facility for all clubs and societies);
- Storage spaces for clubs and societies; and
- Mailboxes for clubs and societies.

Our offices house:

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| • Guild President; | • Finance Team (also Administration Reception); |
| • Postgraduate Student Association Executive; | • Administration Team; |
| • Guild Council; | • Associate Director (Student Services); |
| • Associate Director (HR); | • Events, Marketing and Design Team; |
| • Managing Director; | • Guild Volunteering; |
| • Catering Team; | • Guild Student Centre; |
| • Student Assist Team; | • Archives and Storage. |

We also have a large number of catering outlets and commercial tenants in the Guild Village precinct. This includes our Secondhand Bookshop.

We will shortly begin construction on a BBQ storage facility.

Publications

The Guild produces a number of publications including:

- Pelican (student magazine);
- Lighthouse (international student publication);
- Postscript (postgraduate publication);
- PROSH; and
- Guild Annual Report.

We also email out a weekly newsletter (“Guild Weekly”) to all Guild members (currently ~96% of students).

Creative & Marketing

We employ a graphic designer and two marketing staff members, who run our social media and build the Guild’s engagement with students. They also assist clubs and societies with graphic design, publications and marketing strategies.

Volunteering

Guild Volunteering coordinates student-run volunteering projects (each managed by a Project Manager) and connects student volunteers with external volunteering opportunities. Volunteering hours are logged and entered into students' Extra-Curricular Transcript. In 2015, we clocked 17,484 volunteering hours, which contributed \$1,774,807 of value to the UWA and WA community.

Sport

Each week we hold an inter-faculty sporting competition, including “serious” and “fun” sports, two semester competitions against the Colleges, and social event after the matches.

ii. Commercial outlets

Food & Drink:

- Three independent outlets: Subway, Boost Juice, Rocketfuel Coffee (in Refectory);
- Refectory (Guild-run, main campus);
- Three cafes (Guild-run, located over two campuses);
- Two Kiosks (located over two campuses);
- Cafe under construction (to be Guild-run, located in new Library collaborative space construction, main campus);
- Tavern (main campus);
- Food Vans (x 3) (main campus, central Guild space); and
- Functions business.
- The University runs the UniClub (staff and postgraduate) and cafe in the Business School (branch of UniClub, no student discounts).

Commercial Tenancies:

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| • Westpac Bank; | • Hairdresser / sports clothing store; |
| • UniPrint; | • Co-op Bookshop; |
| • STA Travel; | • Pharmacy; |
| • Philips & Father (regalia hire and photography); | • Newsagent; |
| • Winthrop Computers (x 2); | • Shoe repairs; and |
| • Dentist; | • Optometrist. |

iii. Representative functions and university support for student representation on campus

The Guild has a close working relationship with the University, Student Services and UWA Sports.

Positions held by Guild President:

- University Senate & Senate Committees (Strategic Resources Committee, Facilities Development Committee, Planning & Development Committee, Strategic IT and IM Committee);
- Academic Council & Academic Board;
- Albany (Regional Campus) Steering Committee;
- University Discipline Committee;
- Board of Graduate Research School & Scholarships Committee;
- Education Committee;
- Student Consultative Committee;
- Local Drug Action Network;
- UWA Sport Advisory Council and Sport Stakeholder Reference Group; and
- Working Parties (Academic Calendar, Class Allocation System Implementation, Orientation).

Other regular meetings involving the Guild President:

- Full University Executive (every two months);
- Vice-Chancellor (twice per year);
- Senior Deputy Vice-Chancellor (four times per year);
- Deputy Vice-Chancellor (Education) (monthly);
- Director of Student Life (monthly);
- Head of Libraries (monthly); and
- Convocation Council (Graduates Association) (monthly).

Positions held by Postgraduate Student Association (PSA) President:

- University Senate;
- Academic Council & Academic Board;
- Board of Graduate Research School & Scholarships Committee; and
- Various other postgraduate committees.

Positions held by other Guild Office Bearers:

- Academic Board: Education Council President, 2-3 members of Guild Council, and 2 members of the PSA;
- University Senate: one student member (in addition to the Guild President and PSA President, elected for a two year term);
- Curriculum Committee, Education Futures Strategic Committee and Learning & Teaching Innovation Awards Committee (delegated to Education Council President); and
- University Discipline Committee (5 students nominated by the Guild President).

Positions held by other student representatives:

- Faculty Society Presidents and Education Vice-Presidents typically have monthly meetings with their Dean or Associate Dean.

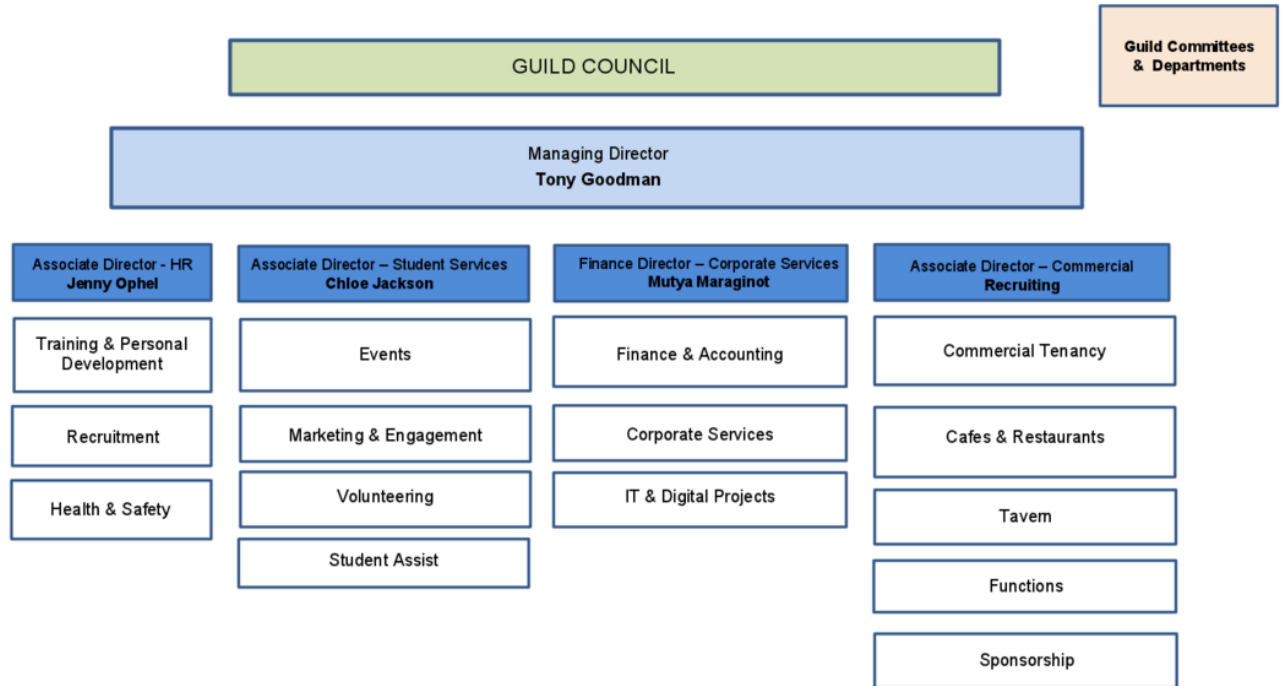
iv. **Governance structure**

The Guild is a single-structure organization with no separation between the services and representative bodies. Guild Council is made up of the Guild Office Bearers, Guild Councils, and standing invitees including the student Senate member, PROSH Directors, Relay for Life Chairperson, Pelican Editors and staff (Directors and Associate Directors). These meetings are open, but you must be a member or standing invitee of the Council to have speaking rights. 24 members of the Council have voting rights (all elected).

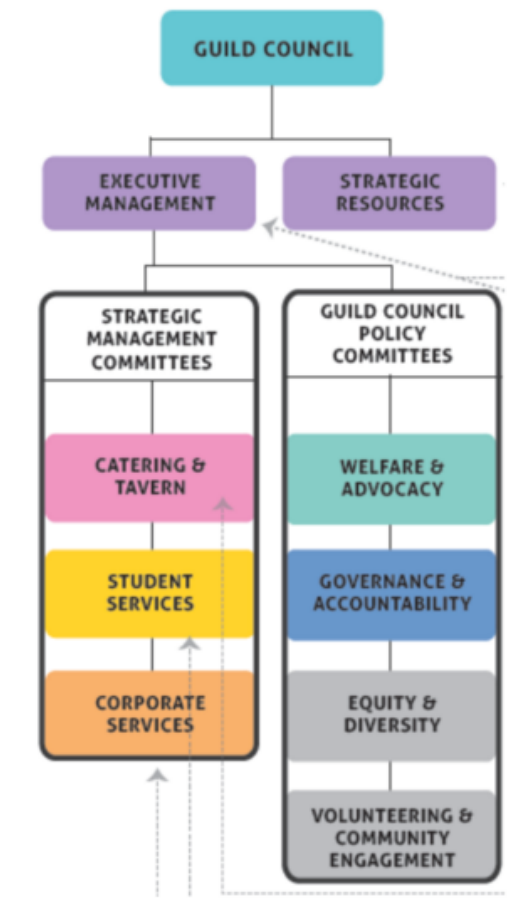
The primary chain of command is as follows:

- *Guild Council* is the peak governing body and has power of all decisions made elsewhere in the Guild. All Student and Staff Portfolios report to Guild Council at a monthly meeting.
- *Guild President* works closely with the Managing Director to deliver the Guild Council's vision. The Managing Director manages the staff members.
- *Guild Executive* manage the day-to-day operations of the Guild. It comprises the Guild President, Vice President, Secretary and Treasurer.
- *Guild Committees* carry out specific policy positions of the Guild Council.
- *Sub-Councils* look after their affiliated clubs and societies.
- *Departments* represent the interests of underrepresented, vulnerable or specialist student groups and run events and initiatives for them.

Staffing structure:



Student representatives:



Additional Committees:

- Discipline Committee; and
- Tenancy Committee.

v. Budget

Please see Operating and Capital Funds Budgets attached.

vi. Staffing

Total full time: 26

Total casual: ~72

1 x Managing Director

1 x Finance Director

3 x Associate Directors: Commercial, Student Services & HR

4 x Catering Team members

4 x Finance Team members

4 x Administration Team members

9 x Student Services Team members

2 x Casual Student Centre staff

~70 x Casual Catering staff & Managers

vii. Electoral system and any recent developments (ie. Recent changes, proposed university reviews, moves online)

Review of Election Regulations passed by Guild Council and through University Senate in 2015. Changes include:

- Abolishing Election Tribunal and Election Committee – misconduct now to be dealt with by UWA Board of Discipline. Creation of Code of Conduct in line with Charter of Student Rights & Responsibilities.
- Clarifying ‘blackout period’ as 24 hours after the close of polls, and 5:00pm on the day, 10 days before polling commences the following election.
- Allowing for Electronic Communications, significant reduction in printing cap.
- Shift from Election Material being ‘approved’ to ‘costed’. This means the content of material will no longer be checked, and the Returning Officer is only responsible for ensuring that the ‘form’ of the material is acceptable and that it’s been costed.
- Allowing referenda to be held at different times than Election.
- Many other clarifications to bring regulations in line with practice.

2015 Returning Officer has suggested further amendments to make UWA a closed campus during the election period.

In 2015, voter participation rate was approximately 13%.

We haven’t had any discussions about online voting.

viii. Priorities for 2016

The Guild Executive’s main focus is reconsidering the relevance of the Guild to our students. This includes our food and drink offerings, supporting campus culture, considering our services and activities and the benefits they bring. Each of our portfolio holders have additional priorities, which the Executive support. We have significant capital investments and building projects planned.

I am also working to build close relationships with various people within the University and seeking to contribute to decisions and provide student representation. We have some large issues that have already cropped up including cuts to UWA staff, changes to the *University of WA Act 1911* (WA) and general dissatisfaction with the university within the student body.

B. How legislative changes to the funding of student organisations have impacted on your organisation, including:

i. Services that have been lost since the introduction of VSU

UWA was supported by a pro-Guild Vice Chancellor under VSU, so we managed to keep most of our services. We underwent significant expansion in the preliminary years of SSAF.

ii. How the university distributed the SSAF in 2015 and changes made as a result

This distribution was made retrospectively at the end of 2015.

2015 SSAF (total \$4,750,000) distributed 30% Guild, 30% Sports Association (UWA managed), 30% Student Services (UWA managed), 10% Capital Expenditure. The Guild successfully bid for \$250,000 (53%) toward our Tavern refurbishment project.

This is despite the *University of Western Australia Act 1911* (WA) stipulating we get at least 50% up to the membership percentage (which is currently 96%). When we've brought this up, we've been told we would have to seek legal redress.

This amount left the Guild at approximately \$200,000 below break-even in its 2016 budgeting process, and in response we have had to raise food prices and make cuts to all student departments, and many Guild-run activities. We will still be operating at a deficit and we have made this known to the University. The University were not open to negotiating a greater share because UWA Sports has recently been restructured and they did not want the new Director to start at a deficit.

As part of the 2015 negotiation we were able to identify top priorities for students in the UWA Sports and Student Services 2016 plans:

- UWA Sports
 - Investment in lockers, wifi, reception facilities and maintenance of sporting equipment
- Student Services
 - Mental Health Services
 - International Student Support
 - Orientation
 - Career services

iii. How the university will be distributing the SSAF revenue in 2016

We negotiate with the Deputy Vice-Chancellor (Education) who also directly manages UWA Sports and Student Services. He has clearly stated that he does not intend to deviate from the 30-30-30-10 split as has been allocated since 2013. I anticipate we will need to make a compelling argument for a larger portion in 2016.

The Guild has successfully bid for the full capital component in 2013 and 2014. In 2015, we were fortunate to get 53%. This has been because UWA Sports have been undergoing restructure. Now in their new structure (from an independent corporation, to a University body), their bids are becoming more competitive. We plan to develop a long term facilities plan, which will allow for fair sharing of the funding and certainty in when it will be paid across the Guild and UWA Sports.

iv. Plans for expansion (or further expansion) of the services under the SSAF

Please see part (ii) – changes made as a result of 2015 allocation.

C. Course and quality trends at your university, including:

i. Shifting of courses from the undergraduate level to the graduate or postgraduate level (eg. the juris doctor or MBA)

Under 'New Courses 2012', UWA now offers five basic undergraduate degrees: Arts, Commerce, Design, Science and Philosophy (Honours). These are known as Cycle 1 courses. Students have the option of taking up one or two majors under these degrees. Many courses which were previously undergraduate degrees have become postgraduate degrees, including architecture, audiology, dentistry, education, engineering, law, medicine, music, education, nursing, pharmacy, psychology and social work. These are known as Cycle 2 courses. Entry into postgraduate degrees is based primarily on performance in undergraduate degrees.

Benefits of the 'New Courses 2012' model were:

- Flexibility within undergraduate degrees (students are required to take broadening units outside their faculty); and
- More equitable entry requirements for postgraduate study.

Challenges and issues include:

- Students losing flexibility and unit options as their 'Old Courses' are phased out;
- Increased class sizes due to larger undergraduate cohort concentration under 'New Courses';
- Equity issues due to longer study periods such as mental health and low retention, especially within law, engineering, medicine and dentistry;
- Under-enrolment as competitor universities offer shorter undergraduate courses.

In response to the change to New Courses, the Guild and our affiliated clubs and societies have noticed students have become increasingly academic focused, are looking to network and build cultural awareness (in the place of partying) and worryingly, are become increasing isolated and are lacking a sense of cohort. We are responding to this by restructuring our offerings, and assisting clubs and societies to be dynamic.

The University have recently completed a Review of New Courses (Cycle 1), given a full "cycle" of students have now completed the new undergraduate courses. The results of this review have not yet been published, however anecdotal comments coming out of it are:

- Students enjoy the flexibility of broadening units, but would like to take them within their faculty, but from a different school. Many students are concerned about their marks in faculties they don't perform as well in;
- Students would prefer quicker and more obvious course pathways, more practical labs and links with industry; and
- Quality of teaching remains an issue.

ii. Cutting of courses and degree programs and esoteric courses

Majors are cut and introduced regularly. The most noteworthy were the 2015 cuts to the Arts majors Gender Studies, Medieval & Early Modern Studies and European Studies. These came out of the faculty not publicising these majors at all in the hopes that students would not enrol, which ended up being the case. These majors were only offered at UWA. The Guild developed a "UWA has Major Issues" campaign which garnered over 600 signatures and media attention, but the cuts were approved regardless.

We have fears that majors and/or courses may be cut in the recently announced upcoming staff reduction and restructure, due to lost expertise and downsizing of disciplines with low enrolments, or those that cost most.

- iii. **Student experience in the classroom (eg. Increases made to class size, lack of resources)**

AND

Your university and online learning: what is your university's approach to incorporating online learning environments (eg. Flipped classrooms, secure recordings, etc) and how will students' interests be included in decisions (ie. Working groups, consultations etc)

UWA's Vice-Chancellor recently published a paper called 'Securing Success' which identified an alarming budget position because of tied funding and the cost of research, and drastic under-investment in student and learning facilities. Some of these facilities include internet structure, reach and speed, lecture room facilities and lab facilities. Our wifi has long been a gripe of students, and over the past year our facilities have begun to look more tired than before. It will be interesting to see if our university can find the funds to invest in these facilities, especially given many of our competitor universities are heavily investing.

In 2012, UWA published an 'Education Futures' document which identified a need for changes to pedagogy. As part of this, the Deputy Vice-Chancellor (Education) appointed a Pro-Vice Chancellor (Education Innovation). Her role is to get unit coordinators and lecturers thinking about innovative ways to deliver content, especially using technology.

UWA have begun creating and disseminating MOOCs, however this has not taken over the course content delivery.

We continue to have the issues that many other universities face including larger class sizes, reduction in lab time, recurring supplementary course costs and classes running during the Guild's Common Lunch Hour (1-2 Tuesdays and Fridays). This Common Lunch Hour will need to be reviewed this year given our growing postgraduate student body and their differing needs from undergraduates.

D. Organisation Contact List

Position	Name	Email
Managing Director	Tony Goodman	tony.goodman@guild.uwa.edu.au
President	Maddie Mulholland	president@guild.uwa.edu.au
Vice President	Charlie Viska	vp@guild.uwa.edu.au
Treasurer	Tom Burke	treasurer@guild.uwa.edu.au
Secretary	Michael Kabondo	secretary@guild.uwa.edu.au
Postgraduate Students' Association President	Peter Derbyshire	psa@guild.uwa.edu.au
Education Council President	Emma Boogaardt	ed@guild.uwa.edu.au
Societies Council President	Jack Looby	soc@guild.uwa.edu.au
Public Affairs Council President	Megan Lee	pac@guild.uwa.edu.au
Chair	Lucy Moyle	chair@guild.uwa.edu.au
Environment Officer	Dennis Venning	environment@guild.uwa.edu.au
International Students' Service Director	Kenneth Foo	iss@guild.uwa.edu.au
Queer Officers	Fraser Windsor & Reece Gherardi	queer@guild.uwa.edu.au
Residential Students' Department President	Shyaam Patel	rsd@guild.uwa.edu.au
Welfare Officer	Emily Law	welfare@guild.uwa.edu.au
WA Students Aboriginal Corporation President	Tyson McEwan	wasac@guild.uwa.edu.au
Women's Affairs Officer	Laura Mwiragua	womens@guild.uwa.edu.au

GUILD OF UNDERGRADUATES, UWA
2016 BUDGET SUMMARY

A:

Divisions	Budget 2016
Student Services & Amenities Funding	1,580,000
Associate Membership Fees	8,000
Commercial Divisions	
Property	251,156
Catering Division	520,313
Second Hand Bookshop	5,421
Tavern	60,971
Total Operating Income	2,425,862
PRESIDENTIAL	
Presidential	62,111
Guild Council	164,150
Elections and Referenda	65,000
Pelican	28,428
Faculty Society Grant	61,320
Affiliation Fees	38,000
GUILD DEPARTMENTS	
Environment	4,947
International Student Services	14,298
Post Graduates Student Association	81,800
Queer	3,450
Women's	7,345
WASAC	5,000
Albany Students	3,000
Welfare	3,300
Residential Colleges Department	7,675
MASA	2,225
STUDENT COUNCILS	
Public Affairs Council	16,550
Club Grants	89,000
Societies Council	11,350
Education Council	4,600
Sports Council	3,000
SERVICES AND ACTIVITIES	
Student Assist	252,288
Events	309,440
Membership and Communication Services	202,841
Design	194,122
Volunteer Centre	177,507
CORPORATE SERVICES	
Administration	401,818
Finance	576,867
Information Technology	116,072
Total Expenditure	2,907,497
NET OPERATING SURPLUS/(DEFICIT)	(481,635)

NON-OPERATING INCOME	
Interest from Investments	204,800
Other Income	
Total non-operating Income	204,800
ACCOUNTING SURPLUS / (DEFICIT)	(276,835)
CASHFLOW SUMMARY	
ACCOUNTING SURPLUS / (DEFICIT)	(276,835)
ADD BACK DEPRECIATION	438,121
DEDUCT NON OPERATING INCOME	(204,800)
CASH SURPLUS/(DEFICIT) FROM OPERATIONS	(43,514)
ADD BACK NON OPERATING INCOME	204,800
DEDUCT CAPITAL EXPENDITURE	695,000
NET SURPLUS/(DEFICIT)	(533,714)

Capex Budget 2016						
					2016	2016
Guild Department		Capital Item			Guild Capex	SSAF Capex
Finance & Catering		New Point of Sale			150,000	
Catering		Internal Tavern Refurbishment			50,000	250,000
Catering		Tavern electrical circuit boards			50,000	
Catering		Disable Toilet installation			40,000	
Catering		Village Café refurbishment			100,000	
Catering		Dentistry Kiosk			80,000	
Catering		Catering equipment			30,000	
Finance		Bookshop relocation / Refurbishment			25,000	
Tenancy		Top Floor central wing - maintenance			50,000	
Tenancy		Cameron Hall - maintenance			50,000	
Tenancy		Guild Village precinct			40,000	
Events		Storage and BBQ storage			30,000	
Total					695,000	250,000



The start of the year has seen me juggling both the Vice-President and President role. Besides causing a number of “who am I?”-esque identity problems, this opportunity has allowed me to gain a greater insight in to the daily operations of the Guild, and a better understanding of what the routine tasks of Guild President are. I would like to thank Maddie for this opportunity, as I have thoroughly enjoyed it and learned a lot.

MEETINGS |

- CAS pre-launch discussions (17/12)
- Guild executive strategy and planning (18/12)
- Corporate Services Chair handover (5/1)
- Trial department discussion with Cam Barnes (7/1)
- Access Collective strategic planning and design (7/1)
- Equity & Diversity Chair handover (7/1)
- Club Collaborative Zone opening planning (13/1)
- Welfare Department strategic focus (15/1)
- Cleaning tender walk-throughs and planning (18/1 – 21/1)
- Master Calendar discussion (18/1)
- UniPark Garry Jones parking discussion (20/1)

COMMITTEES |

- Corporate Services Committee (15/1)
- Strategic Resources Committee (18/1)

COMMITTEES | Corporate Services Committee

I am the member of Executive that is responsible for Corporate Services Committee, and its Chair. Here is a summary of what was discussed:

• POS

We are currently looking at replacing the current Point of Sale system. My personal priorities in choosing a software are being able to integrate the system with our current NetSuite software, and value for money for a system that fulfils our needs. This is an immediate priority for the committee, and a business case will be presented to SRC before the February meeting.

• Servers and emails

Our physical servers and email software has not been updated since 2009, and is reaching the point where a revision and investment is necessary. At the moment, the main decision to be made is to choose between physical servers (as we have now) or moving towards a Cloud system. There are advantages for both, but this needs to be addressed swiftly.

• Archiving

Our casual archivist, Melissa Hetherington, has worked to develop an archiving strategy and VMOST for our current Archiving. The immediate priority is to seek out a software to assist with the digitization of our archives. A start has been made, and a project that is currently happening is developing “memory packs” for Guild alumni. Melissa has advised that any councillors seeking to obtain anything from the archives can get in contact with her, and she will help.

• Cleaning tender

Finally, a large part of January has been dedicated to the tender process for our cleaning services. This has involved Chloe, Mutya and I developing a tender document, as well as cleaning schedules and expectations. The most time consuming part has been attending site walk throughs with potential companies, however this has been a good way to learn more about our facilities and has educated me in the tender process.

UNIVERSITY | Parking & Security

- **Parking & Security Update**

I have met with the manager of Security & Parking Garry Jones, who is on leave from the 20th of January for 4 weeks. Garry advised me of the general operations that occur under his management, and updated me on some of the most common grievances and issues that arise for students and staff alike. For my information, he also outlined the security arrangements and options for students that are available at the university, and discussed the structure of his department. Additionally, we discussed the changes to parking arrangement at “the pit” – i.e. Matilda Bay Reserve – and I informed him of our communication plan. Finally, we planned for Garry and Michelle to send any parking information they wanted disseminated to me, which the Guild can then communicate to students.

- **Parking Appeals Committee**

The Guild Vice President is the only consistent member of the Parking Appeals Committee, and we will be meeting for the first time January 28th.

UNIVERSITY | BPhil Summer Residence

I will be presenting to the new Bachelor of Philosophy (Honours) students at the BPhil Summer Residence, during February. This will be a great way to advertise the services on offer to students from the Guild before they have even had their first class here.

EXTERNAL | Visit from Universiti Putra Malaysia SRC

I have received correspondence from Nur’ Amirah Abu Bakar from the Universiti Putra Malaysia Student Representative Council. A group of 10 students will be visiting Perth from 15th – 17th February, and have asked if we would like to meet them on the morning of the 17th, to exchange stories and experiences being Student Representatives. At present, the plan is to give the group a quick tour of the Guild Facilities and to discuss our representation system, the most common experiences for students and the services and initiatives we offer. If Councillors are interested in assisting or meeting our Malaysian peers, let me know!

DEPARTMENTS | MASA

As Vice President, it is my role to oversee the Mature Age Student Association as a Guild Department. I have touched base with members of the organising committee, Tam Pinkerton and Pat Hallett, to discuss 2016.

- **Planning for 2016**

This year, only the second as an official department, we will continue to focus on building our social calendar. There has been a lot of momentum this year, in creating a consistent MASA community that come to our student base. At the end of last year, this culminated in a 50 person-strong sundowner at the UniClub. The aim for this year is to continue our Welcome Back Lunch, Monthly Coffee Catch Ups and End of Semester Sundowner – but also expand the sorts of events we run.

Additionally, we are looking to expand some of the things we do as a department. One big focus of this will be working alongside other Departments, FacSocs, Clubs and University groups in order to improve our reach and engagement with Mature Age students. One of the biggest factors of students dropping out is not having a sense of belonging. Our aim is to foster an even bigger sense of a MASA community so at-risk students – particularly post-graduate and International students – can feel included.

We are looking to do some data collection regarding the mature age student population. Specifically, we are seeking to learn how many mature age students there are, and what proportion of these students are parents.

- **Committee Structure**

The plan is to have more defined roles for members of the organising committee. Whilst these won’t necessarily have different titles (at this may make the role seem more intense than it actually would be), there will be specific areas assigned to different members of committee: e.g. communications, events, general hands etc. We have invited expressions of interest to current members of the mailing list to join the committee.

- **Orientation**

As has been tradition over the last 3 years, a representative of MASA will be talking at the Mature Age Student Welcome during orientation. This is a great way to reach out to new students and raise awareness of the department and its existence and events.

- **ODAY**

We will again be having a stall at ODAY for MASA.

DEPARTMENTS | International

- **International Student Council**

I have briefly chatted to Kenneth about continuing the ISC for 2016. Organising this group will be a focus of February.

DEPARTMENTS | Access

- **Organising meeting**

Last month, I attended an organising meeting for a newly formed Access Collective. This group, formed for students with disabilities, chronic illness or mental health conditions and their supporters, was formed to help address the representation 'hole' that previously has existed for this group of students. This is a project that Lizzy and Lucy started last year, and I am keen to continue to help with this year.

At the organising meeting, we discussed building the collective, setting out guidelines for members and developing a shared identity. We also talked about some shared experiences, and ways we could engage the University with this group.

The collective will have a stall at O-day with the other Guild departments. We are currently discussing whether we would like to share this stall with UniAccess.

- **Becoming a department**

Pending the success of the collective, one of the long term goals may be to become a full Guild department, having a representative on Guild Council. At the moment, it has been agreed that the group will continue as a collective for the next 6 months, and at the end of first semester we will review how things have worked. I have discussed the method for becoming a full department with 100th Guild President Cameron Barnes, and it is simply a matter of Council Resolution (to become a trial department) and then changes to the Guild Regulations.

- **Design**

Lucy, Alex Pond and I met to discuss the logo of the Access Collective, and have planned the corresponding colour to be Violet.

DEPARTMENTS | Albany

An immediate priority for me is to touch base with the Albany Committee (following on from brief chats at the end of last year) to formalise plans for the year.

ADMINISTRATION | Record Keeping Training

I have contacted a representative from the State Records Department about organising a training session for Guild Councillors, however am waiting to hear back. This however, and the need to complete this training given it did not happen last year, is definitely on the radar.

ADMINISTRATION | Campus Representatives

Towards the end of this month, I will engage in a discussion with Maddie and Executives about the role of Campus Representatives. Previously, there has been one representative for each of the non-Crawley campuses (Nedlands, Dentistry and QE2, Claremont, Albany). Given these roles have not been very effectively played out in the past, I am keen to re-examine their purpose, methods and future.

MASA FINANCIALS | January

There has not been any money budgeted for January, and there has been no expenditure.

Summary

It has been an extremely busy month so far, and I am very excited for the rest of the year. For this report, and for anything, if you have any question, queries, comments or concerns please contact me at vp@guild.uwa.edu.au.

Charlie Viska
Vice President



Introduction

Hello, Its me. I'm sure you've all received an email from me at some point in the last two months. The holidays have been quite busy but now we can get back into planning for the year ahead, trust that I will be catching up with you to see how you are going with everything.

I had a successful hand over in December with Jesse Martino and Maddie Mulholland. They both outlined and explained the tasks I will have to perform in my role, including the projects they worked on in their respective tenures. I was updated on all the administrative tasks that are required of the Secretary and provided with approaches to these tasks.

Secretary Duties |

As part of my role, I have carried out this month involved:

- Compiling and circulating Guild Council Minutes, Agendas and Resolutions.
- Follow up of business from Minutes and meetings.
- Working on making a more effective mailing list to communicate with the different departments.
- Setting up a Guild Council report guide.
- Beginning compiling material for online council training project.

Guild Executive |

Our executive team is working very well together; we meet a three times in December and have stayed in constant contact over January. In these meetings we discussed what our main strategic goal is and how we are going to work towards this. The team worked to delegate specific tasks to each member that will ensure we achieve our aims as a Guild this year.

Strategic Resources Committee |

SRC has meet a number of time throughout December and January. The December meetings consisted of discussion and reviewing of the 2016 budget. In January we discussed a number of the Guild's projects such as Second-hand Bookshop Strategy, Part A update and the Tavern Project.

Student Services Committee |

The Student Services Committee meet in December in which we discussed the direction for the committee in 2016. We talked about the expectations of SSC and ways for us to engage the wider student body. I have also caught up Kasey Hartung in January about EOSS and Guild ball. Our next committee meeting is on the 20th February.

Tenancy Committee |

I was unable to attend the Tenancy Committee meeting and busy-bee in December and thus have nothing to report. In January, however the committee met and we worked on reviewing the PART A Collaborative Project Policy draft so it could be ready for the official opening.

Conclusion |

I am definitely familiarizing myself with my position of Secretary. I am excited to be working with all of you to support you in any way that I can. It would be great if all Councilors, Departments, Committees and Office Bearers send me updates regularly on how you are going with projects. If you also have any questions or queries email me at secretary@guild.uwa.edu.au.

Michael Kabondo



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Tom Burke, Treasurer | January 2016

January 27th, 2016

My fellow councillors,

My main activities since our last meeting have been drafting the Guild budget for 2016; reacting to financial queries of departments, clubs and facsocs; and chairing the Catering and Tavern Committee.

Finance

The 2016 budget was drafted by the Strategic Resources Committee with input from the staff departments and student councils. Financial pressures such as decreased catering revenue and a smaller cohort created the need for a contractionary budget. The budget was approved by a motion of this council with one amendment, which I recommended.

Aside from drafting the 2016 budget, my role as treasurer has been largely reactionary so far. I have dealt with inquiries relating to overdrafts, grants, and withdrawals.

I have received informal applications for overdrafts from Leisure and UWADU. These will be reviewed by Exec once formal applications have been submitted.

Catering and Tavern

The Catering and Tavern Committee has met twice so far, in December and January. The committee consists of Maddie, Dennis, Chad, Jess, and myself as chair. Three additional ordinary non-council members will be elected by this Council after the beginning of first semester. Standing invitees are Tony Goodman, Rodney Taylor and Chloe Jackson (In lieu of a Commercial Operations Manager, a Catering Director and a Manager of Memberships and Communications) as well as Hayden Greenham (Tavern Manager).

The business of the Catering and Tavern Committee has included overseeing the Tavern renovations and improvements to catering outlets, and making decisions about food on campus.

Decisions of the Catering and Tavern Committee include:

- Construction of a new fence around the Tavern Courtyard as budgeted, with the contract to be awarded to Create Homes pending the approval of SRC and this council.
- Renovations of the Tavern interior to include polished concrete floor, repainting of walls, staining of wooden panels, new furniture, and a new audiovisual system.
- Approval of Nightlife music system for the Tavern.
- Review of quality and presentation of food and drinks across Catering.
- Changes to the Ref including introduction of wok-style food outlet and specialized sushi outlet.

Prospective

A working group has been formed from SRC to decide the structure of the 2017 budget; it will report back to SRC before the mid-year budget review.

I will have reviewed changes to pricing in Catering by the time of our meeting. The Tavern renovations are ongoing and will require significant oversight, as will the changes to other catering outlets. An Executive Chef has been recruited, and the Catering and Tavern committee will be charged with guiding her in her new role.

The 2016 student councils may need my assistance as they begin to spend money and report their activities.



EDUCATION COUNCIL | Administration

This year I have created a Google Drive for the Education Council so that all the documents for the year are easily accessible, particularly if Faculty Societies send proxies to the meetings. This should hopefully mitigate any issues with the mailing list not working, which came up last year. The Google Drive can be found here - https://drive.google.com/folderview?id=0Byl1u_N5jDISaEhmaHd2TG9ZaTQ&usp=sharing - and I would encourage Guild Representatives to give the content a read every so often as the FacSocs put a lot of time into their reports and are doing some fantastic work across campus.

EDUCATION COUNCIL | Committee

At the November Education Council meeting my committee for 2016 was elected as follows:

- VP: Alex Tsaknis
- Treasurer: Simon Ogden
- Secretary: Jess Debowski-Yu
- OCM: Miguel Forjaz, Lina El Rakhawy

Lina El Rakhawy has taken on the position of Education Action Network Coordinator as well. I have an exciting mix of backgrounds and ideas on the committee and am really excited to get some of our projects for the year happening!

EDUCATION COUNCIL | Funding

At the time of writing this report we have not yet had the Education Council meeting to decide the funding model for the semester. Simon and I are proposing to keep the same model as was decided by the 2014 Treasurer Alex Bennet 50/50 split between Base Funding and Special Project Grants, with the Base Funding split is 50% EFTSL (Equivalent Full-Time Student Load), 25% NLA/EFTSL and 25% Sponsorship Capacity/EFTSL. There is just over \$60,000 of funding for FacSocs for the entire year, split evenly for distribution each semester. The only change we are proposing is to put a cap on the NLA and SC portion of the funding. Right now the highest FacSoc in each of those misses out on getting any funding from those pools, but we are proposing to change that to all >\$20/EFTSL. In essence the reason for this proposal is to make the funding model more equitable in who is excluded from the NLA and SC pool, and also make sure the funding is going to the FacSocs who need it most. I am hoping that after this meeting we will be able to codify the funding model in a policy which is better for audit requirements and will also give FacSocs are more stable funding allocation they they can rely on year-to-year. Hopefully by the time of this meeting we will have had a respectful and constructive discussion at Education Council which has resulted in everyone coming to a consensus around a fair model for all FacSocs.

EDUCATION COUNCIL | Meetings

At the December Education Council meeting we decided to shake up the way Education Council meetings are conducted. We will be having a FacSoc provide food in the half an hour before the meeting, allowing for a time for FacSocs to mingle with each other, and Guild Representatives, in a casual setting. We have come up with a new structure for reports which is more focused around educational issues and should make it easier for FacSocs to find common issues between them. Each week myself and my Committee will come up with a list of discussion questions/topics that have been common amongst the reports, that should help foster more positive discussion at the meetings, either as a whole Council or in focus groups.

FACULTY SOCIETIES | Orientation

Maddie will probably cover Orientation more comprehensively in her report, but I have been working with FacSocs to ensure that they are being involved in the Faculty Orientation events (e.g. the Prospect sessions) and also having a presence at the pre-Orientation events, like enrollment help, timetabling support, and course advice sessions. It has been fantastic to see the FacSocs take a pro-active approach to enrollment this year, for example, Blackstone have been collaborating with Student Assist to have a presentation on mental health and student support services at their JD Welcome and UEC are totally reforming their post-graduate and international student welcomes to make them more exciting and inclusive. We have also been working to ensure that information about FacSocs and the Guild is disseminated to UniMentors and included in the university-run Orientation activities.

FACULTY SOCIETIES | Representation

Alex, Simon and I have been working on consolidating the different majors and courses represented by each FacSoc. The main areas of discussion has been the division of majors under the Bachelor of Science between SNAGS, HSS, and Science Union, and the division of courses within the Faculty of Medicine, Dentistry and Health Sciences between WAMSS, UDSS, and HSS. After countless hours on the UniStats website we have finally reached a conclusion which has seen SNAGS and HSS both grow in size, ensuring all students at UWA should have a FacSoc allocated to represent them. While it will be a challenge to these two FacSocs, which have traditionally been fairly small, to take on this expanded representative role, I am confident in their ability to adapt to ensure their students are strongly advocated for and included in FacSoc activities. If anyone is curious about which courses and majors are represented by each FacSoc I am more than happy to share information of my many spreadsheets.

PROJECTS | Know Your Rights Guide

I have resurrected the Know Your Rights Guide from 2014 and Jess is working on getting it checked by Student Assist, to ensure all the information is up-to-date, so it can be launched for O-Day. We are hoping to print physical copies of the Guide, as well as upload a digital copy, and get FacSocs and Discipline Clubs to distribute them at their respective stalls during Orientation. This will hopefully form part of a broader 'student rights' campaign that will be the focus of EAN this year, which I will elaborate on in a later report once Lina and I have made more firm plans.

EAN | O-Day

Lina and I are currently planning the EAN stall for O-Day in conjunction with NUS West State Branch President Alex Hamilton. NUS' Education O-Week campaign for this year is centered around SSAF and what it does and why it is important. We will likely have some of the NUS Office Bearers over at UWA for O-Day who can assist with distributing these resources and talking to students. We are also hoping to collaborate with Student Assist and the Welfare Department in distributing our 'Know Your Rights Guide' material. One of the issues EAN has had in the past is ensuring that 'regular students' are engaged, and stay engaged between actions. We are planning on establishing a mailing list to keep students informed throughout the year, and also getting a specific EAN Facebook Page started to share articles about higher education and engage a broader range of students, which we can promote at O-Day.

EAN | UWA Staff Cuts

As most of you will be aware, as it was raised at the last Guild Council meeting, the University has announced that they are cutting 300 staff at the start of this year. I have been in regular contact with the NTEU about this issue, and at the time of writing this report they were waiting to hear back from the University about where these cuts will be coming from. There have been mixed messages from the University regarding if the cuts will target specific Schools or be spread across every are of the University. Hopefully by the time of the meeting we have a bit of a better idea of what these cuts will be affecting and I can give a verbal update. Lina and I have been talking to the NTEU about student involvement in their campaign and future actions, and are planning on incorporating this issue into our EAN plans for O-Day.

EAN | National Day of Action

After an awkward timing clash between the NDA and PROSH we have decided to schedule the NDA for WA on Wednesday April 6th. For those who don't know, NUS organises a number of NDAs every year as a way for students to make their voices heard and show dissent to current government policy on higher education. The NDAs and work of NUS over the last few years has been a major factor in the repeated failure of fee deregulation and large public opposition to it. The April 6th NDA will be centered around the demands of free and fully funded education, standing against staff cuts and course cuts, and opposition to fee deregulation. I will be working hard with Lina and the EAN to ensure that this rally is a success and is inclusive and accessible to all interested students, and also that there are low-barrier on-campus activities for students to get involved in.

UNIVERSITY | Education Futures

A few weeks ago I had a meeting with Gilly Salmon (Pro-Vice Chancellor Education Innovation) about the Education Futures Centre and how the Guild can get involved in their activities. The main points of discussion which might be of interest to Council are:

- Education Futures are taking over the administration of the SPOT survey and embedding it into Blackboard and are looking for student feedback on how to do that.
- Looking at reforming SURF questions – Gilly has put me in touch with the person in charge of SURF and I

have a meeting with her and Grady Venville next month.

- Investigating the possibility of an ongoing feedback box on Blackboard so students can give feedback to their lecturer/tutor/unit coordinator during the semester so changes can be made to improve their educational experience.
- Using feedback and ideas from the Guild to find effective ways to give feedback on units which have undergone the 'Carpe Diem' process.
- Considering creating a 'partnership' between students and staff at UWA, similar to what is being established at the University of Leeds.
- Getting students involved in the 'Futures Observatory' which promotes new technologies and innovating teaching methods to staff.

I have had meetings with several other staff within Education Future so far which will hopefully continue throughout the year. Gilly is keen for me to put together working groups of students to give input on different ideas, particularly regarding student feedback, so stay tuned for opportunities to get involved.

CONFERENCES | NUS Presidents Summit

I am writing this report from the annual National Union of Students (NUS) Presidents Summit in Sydney, which I attended as a member of the NUS National Executive for 2016. I will give a verbal update at the meeting.

STUDENT ISSUES |

For my report this year I will include a list of random one-off educational issues that have come up throughout the month so it is easy to track and see if issues come up frequently, and so Councilors can ask me questions about any of these issues.

- **Blackboard for Supplementary/Deferred Exams:** students need to contact their Unit Coordinator if they have a deferred or supplementary exam and aren't able to access their unit content online. Long term Education Futures is investigating having a specific supplementary/deferred learning modules so it can be more tailored for the student (e.g. practice quizzes).
- **Notice for Supplementary/Deferred Exams:** it has been brought to my attention that the current Assessment Policy only requires the University to give students three days notice for the date of their supplementary or deferred exam. This obviously can make it difficult for students with other commitments (e.g. work, caring responsibilities) or those who don't reside in Perth. Maddie has raised the issue with Grady Venville, Dean of Coursework Studies, but we are yet to hear back and she is currently on leave.

FINANCES |

I have not yet spent any of my budget at the time of writing this report.

Please note that the ~\$60,000 of FacSoc funding does not come out of the Education Council budget.



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Public Affairs Council | January 2016

January 27th, 2016

It's hard to believe that we're already nearing the end of January, but I can assure you that members of the Public Affairs Council Committee are already getting stuck into planning our events for the upcoming year! We've had several really productive planning sessions, and are excited for the year ahead.

I'd like to take this opportunity formally acknowledge the tremendous work of the committee, in particular Treasurer Ingrid Horeb and Secretary James Prefumo, who have been working tirelessly to be my eyes and ears on the ground in Perth, whilst I'm away in Washington, D.C.

Fringe Festival | Events

Fringe Festival is back for 2016 with Academic Weeks 5 and 6 of Semester 1 locked in with Guild Events. Fringe opens on Tuesday the 29th of March with Cabaret Le Strange in Hackett Hall. We're already in contact with clubs to lock in our performances and entertainment for the evening. We're still in the design stages of what the event is visually going to look like, but the concept is simple – a raucous evening event with a speak easy feel that gives clubs from performance based backgrounds an opportunity to put on something a little different and bit out of the box for students.

The second event is our secret event on Friday the 1st of April at a secret location! What I can tell you is that it's bigger than anything PAC has set out to achieve before, but with determination it's all slowly coming together! This is an outdoor music festival which includes a bar, food and wonderful aesthetics. We're starting to book venues, decorations and lock in the performances and bar menu. This event will have a ticket price that includes access to the bar on top of entry to the venue. This is a little different from events in the past, and the committee and I hope that it will deliver a premium level experience.

Monday the 4th of April will kick off Week 7 with Monday Funday – a day time event that will see the Ref courtyard packed with clubs from 12-2 running a wide variety of events. We're still negotiating with clubs this early in the year but we're hoping to get a number of musical performances, drama performances, nail art, caricature drawing, art classes, DJ lessons and more!

The final event on Tuesday the 5th of April is Comedy in the Tav. We've approached a different comedy package provider, which we hope will be a great ongoing partnership especially with the Tavern Manger's plans to run regular comedy in the Tav.

Fringe Festival | Finance

We have a budgeted amount of \$11,000 for all four of the Fringe Festival events. We have reviewed the budgets for these events to ensure that we take into account estimated ticket sales in comparison to projected expenditure to ensure that we deliver high quality events that stay within budget.

Fringe Festival | Marketing

The marketing plan that details the release of our promotional materials, Facebook events, Instagram competitions, promotion codes and art installations is detailed on the next page.

Week/ Day	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Notes
Week - 1 / 15 Feb			Release Club Promo Code					Presidents Summit
Week 0 / 22 Feb	Fringe Coming Soon Posters/ Coming Soon FB Event				O-DAY Insta Back Drop/ Free ticket comp			Orientation Week
Week 1 / 29 Feb	Installation - Business School	Fringe Common Lunch Hour Installations - Guild Village	Installations - ALVA					
Week 2 / 7 Mar	FB Individual Events LIVE/ Ticket Sales Links LIVE		Update Coming Soon FB with Overall Calendar and Ticket Links		Free Ticket from ODAY Comp Announced			
Week 3 / 14 Mar			Free Ticket Instagram Comp					
Week 4 / 21 Mar			Winner For Insta Comp Announced					
Week 5 / 28 Mar		CABARET			SECRET			FRINGE
Week 6 / 4 Mar	Monday Funday	COMEDY IN THE TAV						FRINGE

Language Festival | Planning

The three days of language festival is locked in with Guild Events, they are Monday through to Wednesday of Week 9, Semester 1. Language festival will include a Foreign Short Film Festival, Language Speed-dating on Oak, and an 'Around the World' themed closing gala. Ingrid Horeb, the Treasurer, is gearing up to start collaborations with clubs for this event after Fringe Festival.

Social Justice Week | Planning

Hannah Matthews, the Vice-President of the Public Affairs Council, is working on the events and campaigns that she believes take a deeper dive into social justice issues that face our students and society. She hopes to take a deeper look into refugee rights in particular this year and looks forward to collaborating with clubs in 2016.

Projects | Club Consultation and Innovative Events Guide

Once timetables are released, a one-on-one consultation calendar will be set up to allow each PAC club the opportunity to meet with the PAC committee, discuss their goals for the coming year, learn more about PAC grants and prizes and the upcoming events calendar.

The Innovative Events guide is well underway with life-hacks for clubs regarding graphics, social media strategies and theming to help clubs run events that target the average member they wish to engage with, as well as tips from Chloe Jackson on how to pump up club's public images to pique the interests of potential new members. We're exploring putting this in infographic format, on the Events blog and having a PAC Club tip of the week in all committee-to-club correspondence. This will be available to clubs at Presidents Summit, the week before O-Week.

Finance | Expenditure & Income

There has been no spending for the month of January, as budgeted. There has been no income for the month on January. At the time of writing this report, actual expenditure was \$0 versus a budgeted expenditure of \$11,000 for Fringe. I anticipate additional spending will occur towards the end of the month, which will be reported in my February report.

Admin | Important Dates

Below are the important dates and weeks for the Public Affairs Council in 2016.

Meetings and Due Dates

Dates	Event
17th February	PAC Meeting #1
26th February	O'Day
8th March	Club Carnival
16th March	PAC Meeting #2
27th April	PAC Meeting #3
25th May	PAC Meeting #4
3rd June	Campus Culture & Collab Grants Due
17th August	PAC Meeting #5
14th September	PAC Meeting #6
14th October	PAC Award Applications Due
19th October	PAC Meeting #7
4th November	Campus Culture & Collab Grants Due

Themed Weeks

Weeks	Event
Semester 1 Week 5 - 6	Fringe Festival
Semester 1 Week 9	Language Festival
Semester 1 Week 10	Social Justice Week
Semester 2 Week 3	Book-Con
Semester 2 Week 6	Faith Week

If you have any questions about any of the above, please get in touch with me at via e-mail at pac@guild.uwa.edu.au
If your department would like to get involved, or you have new thoughts regarding event ideas, feel free to email me at the address above or see me in the student rep office anytime on Wednesdays.

Megan Lee

2016 Public Affairs Council President



INTRODUCTION

Hello all! Since December 1 I have been working with my committee to help prepare for the oncoming year, organising projects and brainstorming ideas and getting as much of a lead as possible. I have also spent a considerable amount of time working together with Jesse to write policy for the new Club Collaborative Zone.

The current topics SOC are brainstorming include O-Day, training and Cameron Hall, if you have any ideas or suggestions on those please do let me know. Here are the specific questions we are looking at:

O-Day Engagement: How can we promote good marketing skills to clubs?

Club Skills: What skills are clubs lacking or could benefit from having?

Cameron Hall: How can we improve the visibility for Cameron Hall?

I have also tried to expand the relationships SOC has with the University and Collages. To this I met with Hannah Wilkinson from Business School and hope to do so with other student experience staff at other faculties, hopefully encouraging faculty collaboration with clubs and creating communication between these staff and the Guild.

I have also had conversations with a couple of Resident Club presidents about greater club involvement in colleges. The UniHall President Mezyndra was especially receptive and I hope to build a closer relationship by inviting college Presidents to Networking events or even to speak at SOC Meetings.

ADMINISTRATION

As is expected, I have received many club inquiries regarding all aspects of SOC and the Guild. However, key aspects of admonition include:

❖ **New Club Affiliations**

I have had two expressions of interest in affiliating a club to the Guild and Societies council. One who aims to connect struggling high school students with tutors and another who aims to help business school post-graduates. Additionally, Ignite has met with me to discuss their potential affiliation.

❖ **Re-Affiliations**

Only one club has asked to re-affiliate, after being lapsed for two years – Students For Palestine

❖ **Faculty Societies Guide to SOC**

I attended the first Ed Council meeting in December to encourage FacSocs to attend SOC Meetings as the information we provide is as useful to them as the majority of other clubs. One of the results of this meeting was that they would appreciate a definitive list of what SOC requires of them and what they should avoid doing. As such I wrote a small one-page summary of how they can interact with SOC. Including such things as submitting an ERF after the elections, Treasurer Training and not submitting grant applications to SOC. I hope this will be a useful shortcut for FacSocs.

❖ **Secretary Training**

Beth, the SOC Secretary, has taken over the mantle very competently and is now finishing up Secretary Training so as to be ready for the first SOC meeting.

❖ **Executive Registration Forms**

Unfortunately the perennial problem of clubs not submitting up to date executive information remains. I have endeavoured to follow up the clubs and hope to reduce the current 23 clubs without a current Executive Registration Form. I hope this year to better promote the use of the ERF at elections- hopefully reducing the issue for next year.

❖ **GSC Role and Responsibilities**

I have also been finalising the current ERF and MyGuild approval systems with the GSC and Guild Finance. I have drafted a guide for anyone working the GSC to follow so that ERFs and club Logo and Profile requests are dealt with appropriately.

EVENTS

❖ **SOC Meetings**

I can report to Guild Council that all dates for SOC meetings have been confirmed and have been distributed to clubs. This year we are planning on increasing club involvement with structured networking and workshopping in each meeting- Nick, the dutiful OCM he is, has taken lead here and is preparing a schedule of these engagement sessions.

Please find the dates below and always feel free to come- let me know via email and I can send you the details! I have made a conscious effort to invite all departments so that clubs can become aware of the many ways they can collaborate with the Guild. Furthermore, Meg and I have agreed to run concurrent meetings so that all clubs can participate in PAC discussions.

Date	Event
17 th February	SOC Meeting #1
26 th February	O'Day
29 th February	Semester One Begins
8 th March	Club Carnival
16 th March	SOC Meeting #2
25 th May	SOC Meeting #3
1 st August	Semester Two Begins
9 th August	Club Carnival
17 th August	SOC Meeting #4
14 th September	SOC Meeting #5
19 th October	SOC Meeting #6

The first SOC meeting, called 'Club Induction, includes an introduction to the Guild, reviewing key staff, departments and processes, as well as workshopping club identity and marketing skills. We also will review the clubs website, hopefully reducing the number of inquiries that can easily be found online.

❖ **O-Day**

I have been in contact with Events ensuring that as many clubs as possible are participating and will be going through the specific details at the first SOC meeting.

❖ **Club Carnival**



I have begun preparation for the Club Carnival on the 8th of March, including EMP and poster design. Any ideas to increase attendance at Club Carnival is welcome.

❖ **Mini-Club Carnival**

After meeting with Hannah Wilkinson, the Business School Student Experience manager we have tentatively locked in a mini-club carnival down at the Business School. I am also exploring options at ALVA and Colleges- any recommendation here from Guild Council would be appreciated. We hope to use this as a way of extending both club presence and Guild presence around campus.

PROJECTS

❖ **Club Scavenger Hunt**

My very capable OCM, Sarah Lewis, has been steadily working on developing a way to encourage students to visit Cameron Hall and other key Guild and education related spaces. Working with Events we hope to promote to new students a scavenger hunt of sorts where students must locate areas such as the GSC, their faculty society's club room, Cameron Hall, the Club Collaborative Zone, etc if they complete the 'hunt' they will enter into a draw for a prize. Ideas welcome for what prizes would be best! At the moment it is looking likely this will be held over weeks 2 and 3.

❖ **Club discounts**

An ongoing project of SOC's is to look into key areas of club expenditure and find either the best/most affordable supplier or attempt to get club wide discounts. So far the committee has divided up tasks and will be conducting research.

❖ **Sponsorship Guide**

Elly Birmingham, another OCM with great initiative, has taken charge of creating a sponsorship guide for clubs, this will hopefully allow clubs who have either not had a sufficient handover or do not often look for sponsors to very easily create a sponsorship pack to send to potential sponsors. This will be complete at the end of January and I hope to report back the feedback at the next Council.

❖ **Decorations Lease and Hire System**

A past SOC OCM, Sahil Panag, very kindly continued working into the new Guilds term to assist with this project. He has set out the key structure and templates for the system to work. This project will be picked up by a committee member and rated as a priority, with the aim being to expand the current Guild TexChange to be able to cope with a clubs based system. If you have any questions

TENANCY

The sub-committee has done a fantastic job setting itself up for the year. Jesse has had a handover from Sam and is now well placed to make a substantial difference to our tenancies and tenants. We hope that Tenancy will be able to achieve a full storage review; review the current room allocation to recommend changes for next year's full reallocation; provide guidance for the upgrade and maintenance works; and, stay on top of the continued administration.

❖ **Tenancy Meetings**

The dates for tenancy meetings, which is when all tenant clubs and the Tenancy Committee discuss any issues that have arisen or changes to policy etc, have been decided this year. These coincide with Busy Bees for Cameron Hall and 2nd Floor, so that clubs time is more efficiently managed. The dates are as follows:

Date
December – 13 th
February – 20 th
April – 23 rd
July – 30 th
October – 1 st

The Tenancy Committee will also be very strictly enforcing the attendance at these, as it represents the clubs willingness to maintain their spaces and their understanding that a club room is a privilege not afforded to many.

❖ **December Busy Bee**

As you can see, the December Busy Bee and Meeting have both occurred. The meeting was well attended and covered the changes to policy as well as the outstanding work orders. It was very successful with a lot of garbage being thrown out.

❖ **CCZ Policy**

A significant project which has kept me busy has been the writing of the Club Collaborative Zone policy, together with Jesse. We reviewed all the spaces and what policies we would want to be able to implement, as well as how to manage behaviour in the space and the penalties for breaching this code of conduct.

The policy will be moved at this Council Meeting and will be discussed further. However any questions can be directed to myself or Jesse in the meantime.

FINANCE

❖ **Sponsorship**

SOC aims to approach external companies for additional funding for club grants and awards. I am currently working with Anam to finalise the prospectus to be sent out to clubs.

❖ **Expenses**

None of my budget has been spent so far:

Line Item	Expense Description	Amount Budgeted for 2016	Amount Spent DEC - JAN 2016
SOC Grants	-	89,000	-
Awards & Prizes		1,500	-
Sundry Activities		6,999.96	-
Meeting Expenses		2,450	-
Printing and Stationery		399.96	-
		TOTAL	\$0



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Women's Department | January 2016

January 27th, 2016

Overview

I received a thorough handover from Emma in November in which she gave me many suggestions and recommendations for the direction and activities of the Department in 2016. I'm eager to continue Emma's brilliant work in growing the Women's Department to a valuable and accessible aspect of the student experience at UWA.

STRUCTURE | Women's Department VPs

One of Emma's key recommendations was to introduce more structure into the Women's Department in order to share the organisational load beyond the Women's Officer, achieve more in the year and enable more women to exercise leadership skills within the Department. To balance the aims of the Women's Department as a space of collectivism with that of efficient organising, 2015 revision of the Women's Department rules allows the Women's Affairs Officer to appoint up to five Vice-Presidents. I have appointed Monique Najar, Laura Searle and Lina El Rakhawy as Vice-Presidents. Together with the two collective chairs, the VPs and I will lead the collective organisation of the Women's Department. I'm confident that these women represent a good cross section of the Department and that we will make a great team.

ENGAGEMENT | National Union of Students

I have been in touch with NUS National Women's Officer, Heidi La Paglia. Heidi will be in Perth between the 14th and 21st of February, during which time hope she hopes to spend some time at UWA. I look forward to a year of strong organisation on national level, utilising a network of women's officers to organise synchronised national campaigns and support one another in campus centric activities.

ENGAGEMENT | LGBT Women and Women of Colour

Last year two autonomous collectives, the LGBT Women's Collective and the Women of Colour Collective, were established to recognise the differing experiences of oppression of women in the Department. The collectives were beneficial in improving the intersectionality of the Women's Collective and will be maintained in 2016. Cassie Chu Yu Chee and Laura Clappinson will be chairing the Women of Colour Collective and the LGBT Women's Collective respectively.

ENGAGEMENT | COLLEGES

Building a stronger relationship between the Women's Department and residential colleges is one of our key aims for the year. Monique and I have been working with UniHall, looking to include Women's Department material in their orientation packs and develop a calendar of events with their Diversity portfolio. We're also planning collaborations with Saint Catherines on initiatives such as a campus safety tour for incoming college residents.

EVENTS | O Day

As in previous years, the Women's Department will have a stall for O Day alongside other Guild Department stalls. To introduce students to the Department we were planning to have multiple Department members present at the stall to greet groups of students who come to the stall and show them up to the Women's Room. Over the coming weeks we'll be reassessing the preparing the goodie bags that have previously contained contraceptives, sanitary items, pamphlets for sexual health and assault services, and information on the Women's Department.

EVENTS | International Women's Day

International Women's Day 2016 falls on the **8th of March**, coinciding with Club Carnival. Due to this, it is not possible to host an outdoor IWD breakfast on Oak Lawn as we did last year, or other events on Oak Lawn during the day. Instead, the Events Department were planning to have a film on Oak that evening and have suggested that we collaborate and show a women-oriented film to mark IWD. As a casual, low barrier activity, the film screening will be a good opportunity to make the Women's Department accessible and visible to both incoming and returning students. We've designated Week 11 as Women's Week to hold a larger celebration and range of events, such as guest speakers, performances by women musicians and a bra donation drive.

FINANCES | December and January

Activities in December and January have been primarily organisation and planning and thus none of the Women's Department budget has been spent. Costs for the printed materials and goodie bags for O Day, as well as International Women's Day, will be included in next month's report.

	December	January (as of 20/01/16)
Actual Spend	\$0.00	\$0.00
Budgeted Spend	\$0.00	\$0.00
Actual Events	\$0.00	\$0.00
Budgeted Events	\$0.00	\$0.00



Overview

It's been a pretty exciting start for the Welfare Department. I have started the early planning stages of the major events (Welfare Week, O-Day) and have developed new programs with the collaboration of Student Assist (Foodbank, Positivity Decals).

In previous years, the Department has focused on the general happiness of students (eg. fluffy animals), which is great – but this year, my major goal is to focus on the more serious side of welfare by concentrating on issues surrounding mental health, physical health and student poverty. That being said, I do have plans for fluffy animals.

Finances

The Department's budget was received. No money has been spent to date. I have spent some time allocating the proposed budget for each event and program and it doesn't appear to forgo the budget apportioned.

Activities

- Planned major events/programs of the department such as Welfare Week and Foodbank.
- Dates for Welfare Week were discussed with Events/Staff.
 - Semester 1 Week 12: 23rd-26th May
 - Semester 2 Week 12: 24th-27th October
- Rewrote the Welfare Department Rules which are to be passed by Governance.
- Sent invitations all Faculty Society's Welfare and Equity equivalents to talk about possible collaboration during the year.
- Began planning for activities on O-Day, sharing a stall with the Student Assist team.
- Drafted art designs and messages for the Positivity Decals and acquired campus permission to display them at campus cafés.
- Started a social media and communication strategy including building upon the Mental Health Mind Map and compiling on and off campus health centres, organisation and resources that are available to students.
- Outlined topics for a 'Know Your Rights' campaign which is to be done in collaboration with the Education Council, which will focus on informing students about their rights in the home, at university and in the workplace.
- Contacted the organisers of 'R U Ok Day' for promotional material, advice and event planning. Set aside the 8th of September for an on-campus 'R U Ok Day'.
- Started strategic planning for the 'Welfare & Chill' drop-in lounge, where students can discuss their mental wellbeing and access support in a friendly and low-pressure environment.
- Received student emails regarding personal mental health and have corresponded to the best of my ability whilst referring them to UniAccess or Student Assist.
- Attended the UWALDAG (Local Drug Action Group) meeting for January.

Conclusion

Thanks for reading my report! If you have any ideas or wish to collaborate with the Welfare Department, please email me at welfare@guild.uwa.edu.au :)



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Environment Department | January 2016

January 27th, 2016

Howdy folks, Dennis here!

A bunch of stuff has been happening with the department over the last month. Here are the major projects that have gotten places in that time:

Carbon Offsetting for Clubs/FacSocs

By the time you see this we should have a referrer code from companies, which will then go into the EMP process.

Carpooling

Not moving as fast as I'd like, but movement is happening – the team are putting together materials for it currently. Contacting participants should happen over the next month.

Cash for Cans

Blueprint/costing for entire system is finished, with preliminary contact with clubs to get their feedback currently underway.

EnviroFest

Organising underway – looking big as always, with participation this year from Arts & Science Union as well as the regular crowd of clubs and external groups. Bike Week grant means we're focusing on a bit of extra cycling stuff – it also means it's going to be a lot cheaper than expected.

Website

We're putting together some literature about what Enviro's done in the past, plus a form and hopefully a few other little pieces, to make the Guild website a place for people to learn about, and get involved with, the Department.

Guild Recycling Plan

Walkthroughs with the cleaners happened last week. I'm an idiot and forgot to actually attach a document to an email that would've made Chloë K's life a lot easier, but nonetheless all the info should have been there, and all the bins are in place. By the end of today (Wed 20th), the Recycling Plan should be finished at last – ask me if you want to check whether that is the case.

KeepCups

In the process of currently arranging an order under the new system (we're getting them ourselves). Working out cheapest approach, have also been in discussions with colleges to gauge their interest. New system will have a significant initial cost but will also make money for the guild in the medium term.

Urban Orchard

My grounds liaison should have planted the test plants (after the salt incident), by the time of this council. We have also been told by grounds it is likely we can get a section of the other Guild village garden. We're also looking into possible FacSoc gardens after interest that look like real possibilities.

Finances:

We spent nothing! From previous council to this one, we haven't spent a cent. There will be upcoming costs soon though, as we'll be paying for gardening equipment, cash for cans equipment, EnviroFest attendees (though that should be mostly Bike Dr, who will come out of the grant). All of that is budgeted. There'll also be a few minor recompenses to the tune of less than \$50 in total, which fit within our budget easily.





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International Student Services | January 2016

January 27th, 2016

The ISS committee has not held its first meeting as most of the committee is not in Perth.

Representatives were sent to UWA pre-departure brief on the 18th of January in Singapore to assist incoming students and answer questions.

The committee is planning for the International Welcome (International Expo) being held on the 22nd of February. ISS will be hosting a light BBQ/sausage sizzle after the talks on the day to serve as a platform for Q&A with international students.

Planning is underway on O-day. Plans for O-day include selling International/Asian drinks as well as advertising upcoming events hosted by ISS



1. Overview

Following the election of two new Queer Officers on the 7th October, 2015, the Queer Department has been working on a number of projects. The Queer Officers had their first official meeting on the 8th January, 2016, to discuss O-Day, the dates and breakdown of important events (including Pride Week), and collaborating with the Cross Campus Queer Network (CCQN) for a stall at Pride Fairday. We have also planned to print and distribute a Queer Department handbook. We would like the Queer Department to become more well known on campus, so we will also focus on improving our promotion and image.

2. Handover

Unfortunately, neither of the Queer Officers have received an official handover, due to the inability to find a date and time suitable for all our schedules. Due to Reece being in Germany until the 20th February, 2016 and a previous officer going to Tasmania, it is unlikely for any official handover to take place until the first week of Semester 1, or the week before that.

3. Finance

No money has been budgeted or spent in the time since the current Queer Officers took office to the submission of this report.

5. Handbook

Both Queer Officers support a handbook being printed to explain to people what the Queer Department is and what it does, as well as introducing LGBT students to the various services available to them. This booklet will likely include the names of and information about the Queer Officers, what the Queer Department is and what it can do for students, information about the Queer Department room (including a guide of how to get to it), information from the health promotion unit and the UWA Medical Centre, a semester/year long calendar, fun stuff (i.e. crossword puzzles, word searches), and a brief history of the Queer Department. We have spoken to Patrice Mitchell and she has agreed to write a statement about Student Assist and what it can do to help LGBT students. We would also like for the chair of the LGBT+ Women's Collective to write a statement about the collective.

5. O-Day

5.1. O-Day Stall

The Queer Department has booked a stall at O-Day and will be part of the guild section, with all the other guild departments. We will have a banner that we will hang from either the trestle table or the roof of the tent. We are planning to make a playlist and play it via Reece's boombox, as well as sell badges and offer free face painting with rainbow markers. We are also planning to distribute O-Day packages to introduce

people to the Queer Department.

5.2. O-Day Package

These will be quite simple, a brown paper bag with a number of items inside. Items to be included are the Queer Department handbook, the standard Queer Department badge, and brochures and other information from the health promotion unit and the UWA Medical Centre. Other items are to be decided.

6. Deputy Queer Officer

According to Section 8.1. of the Queer Department Constitution, the Queer Officers may jointly appoint any member of the Department as Deputy Queer Officer. We have appointed Laura Clappinson as Deputy Queer Officer, effective from the 8th January, 2016 until the 1st August, 2016 (beginning of Semester 2). Laura's duties are manager of the Queer Department Facebook page with posting rights, without the ability to reply to comments. All posts made by Laura must be read and approved by both Queer Officers. She will also fulfil ad hoc duties as directed by the Queer Officers. A notice of appointment has been lodged with the Guild Secretary as per Section 8.6.

7. Pride Fairday Stall

Planning has begun for The Queer Department's presence at Fair Day. The Queer Department will attend as part of the CCQN stall as has been the case in previous years. Fraser attended a meeting with UWA Equity and Diversity about their Fairday stall to provide feedback on ideas from a student perspective and to discuss providing materials.

8. Events

8.1. Quiz Night

The Queer Department is hosting a quiz night on the 28th April, 2016, from 19:30 until 23:30. The UWA Tav has been booked as the venue for this event.

8.2. Pride Week

Pride Week will be in Semester 2. The preliminary dates are the 22nd to 26th of August (Week 4 of Semester 2.) Planning is has begun for the events line up for the week.

9. UWA LGBT+ Student Study

The UWA Equity and Diversity Office is conducting a study on the experience of sexually and gender diverse students at UWA. At the organisers request the Queer Department will be helping with participant recruitment.

10. Bathroom Maintenance

There are still no sanitary bins in the gender neutral bathrooms outside the Queer Department, despite requests dating back a year.



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Guild Sports Department | January 2016

January 27th, 2016

OVERVIEW

Planning for 2016 Guild Sports has been very slow as I have been working away from Perth and will be for the rest of the summer. However, I have managed to make contact with the majority of FAC-SOC sports reps and will follow up once the Interfaculty Sports fixture has been decided this Friday. I will be creating a Facebook group as a means of communication and sports-related discussions. This year there will be a larger focus on fun sports to try getting every student involved. We are planning to do a sports showcase during O-Week with Frisbee and Quidditch being the sports chosen. I'd like to thank Charlie and Maddie for getting the 'ball' rolling with this awesome idea. Bring on 2016.

EVENTS | Interfaculty Sports

I will be meeting with UWA Sports this Friday to discuss the Interfaculty Sports fixture. The format will be similar to previous years with the addition of fun sports like quidditch. It will also include faculty vs. colleges competitions but that will be finalised shortly.

EVENT PLANNING | Orientation Sports

In O-Week we plan to have a show-case of sports which will include Quidditch and Ultimate Frisbee. Through this initiative we hope to spark interest in Interfaculty Sports within the first year cohort. There will be a BBQ and music to get the crowd pumping.

COMMUNICATIONS | Promoting Interfaculty Sports

I have had brief conversations with the Marketing team to work out a schedule for promoting Interfaculty Sports and any other Guild Sports related communications. It's still early days but we hope to have the Interfaculty Facebook page up and running before the start of semester. Each week there will be a section in the Guild Weekly outlining what sports are on this week and the results of the previous week.

FINANCES

There has not been any money spent thus far.

Thanks,

Torey Rickerby

Guild Sports Representative

Please don't hesitate to contact me via Facebook or email at sport@guild.uwa.edu.au.



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[WASAC] Department | January 2016

January 27th, 2016

Overview:

This month I have been organising the new material for WASAC such as booklets, memberships slips, partnerships and O'Day. Progress has been great with the new committee members providing input in these topics.

O'Day:

Organising new membership slips so we can make it easier for new members understand and complete very quickly. New advertising material such as updating the WASAC booklets, which will provide key information for our members and partners. Designing new uniforms that will represent WASAC and Guild together. Planning for O'day with times each committee member will spend at the stall.

Bicycles for Humanity (BFC):

BFC have an initiative which repairs old donated bikes then relocates these bikes to remote Aboriginal communities. WASAC and Bicycles for humanity have agreed to a volunteering initiative, which will see our WASAC members participate in repairing bikes on campus for BIC. This project provides an opportunity for our members to contribute back to their rural areas and this encourages our members to participate, as they know these bikes will be going back to local areas.

UN Youth WA State Conference:

The State conference theme this year is 'Striving for Change: Indigenous Right, Equality and Reconciliation' it would be appropriate for WASAC to support and attend the event as we would provide further resources e.g., mentors, educational workshops, artwork, guest speakers and information provided by our WASAC members.

Conclusion:

WASAC is heading in the right direction for 2016 but plenty of work is required to get it to where we want to be. Everything is running smooth so far.

WASAC budget 2016 \$5,000	January 2016: No expenses
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[Peter Derbyshire] PSA | January 2016

January 27th, 2016

Hello everyone,

Committee business

The PSA committee held their second meeting on the 19th of January where we discussed the upcoming issues of the UWA staff cuts, changes to parking, and finalised our events for 2016.

At the time of this report we have 2 nominations to fill some of our empty positions including the media officer and Indigenous and Torres Strait Islander officer. ALVA & Medicine/Dentistry officer still remains unfilled.

Representation

We have begun discussions with the GRS and the DVC (research) in regards to the effects of the staff cuts particularly on the supervision of students. The Vice Chancellor has assured me that everything will be done to accommodate students and we will be working with the GRS to manage this issue should the time come. We will also be ensuring through academic board and council that no units are dropped due to these cuts until students have completed their degrees.

I have also begun discussion with the DVC (Research) about the possibility of presenting postgraduate research to the general public and industry in ted style talks during either postgrad expo or open day.

Finally I have begun very preliminary talks with the GRS about the future of the completion scholarships that were not awarded in the second half of 2015 however still exist on paper.

Events

Orientation (upcoming)

We are currently in the process of organizing a series of coffee mornings for commencing postgraduates in different faculties during week 1 & 2 alongside student services. At each morning members of the PSA will be present to talk to and answer any questions that commencing postgraduate students may have as well as providing information about the PSA to new students and what services we provide.

We will also be participating in a question and answer panel session with student services during the postgraduate commencement ceremony.

Financials

At the time of writing this report we have spent \$386 on reimbursements from expenses last year that were unable to be dealt with before the end of the year. This includes the end of year committee dinner and the cost of accommodation for Vik during the Albany visit in 2015.

We have not spent any money as of yet however by the end of January we will have spent the following:

1. \$250 flyer printing

No other costs in January are expected as there are no events run in January



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Residential Student's Department | January 2016

January 27th, 2016

Intercollege Ball

- EMP, Council documentation and overdraft applications have been submitted, waiting upon approval
- Contractors for the event have been preliminarily booked in
- Will develop a marketing plan once committee members return

Fresher Festival

- Matilda Bay has been booked in for the event (The 26th of February)
- Adjusted the timing of the event such that it will smoothly transition into the UWA O-day stalls
- Promotion will begin at the start of the college O-week (21st of February)

RSD Strategic Direction

- Intentions to potentially look at expanding the RSD's function by sitting on the College Row Strategic group
- Establish the RSD President as an active member of strategy setting bodies within college

Upcoming Events

- Fresher Festival (26nd of February)
- Intercollege Nightclub Party (11th March)
- Semester 1 Tav Show (23rd of March)

Finance

- No guild funding has been spent in January

Kind Regards,
Shyaam Patel
RSD President



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Pelican 2016 Visions

We- Kate Prendergast and Hayden Dalziel – are very pleased to introduce ourselves as the new Pelican Editors for 2016. Kate has been involved in Pelican since her first year in 2010, and is by now a crusty barnacle on the bird. Last year she was Books Editor for the magazine, with her proudest work being a Roland Barthes style article about Goon, and the cover for the infamous Zine edition. Hay is currently in their second year, studying a Bachelor of Design and majoring in Fine Art and Art History. They threw themselves enthusiastically into the magazine in 2015 with prolific results, writing several articles, and designing and drawing three covers across the whole year along with many other illustrations besides. They were elected under Kat and Lucy to the role of Lifestyle Editor when the previous one had to unfortunately step down.

It is to our great fortune and benefit that the hard work of the previous Editors left the magazine in a very good place for us to build upon. The launch of the Pelican website in the middle of last year was a milestone of particular note, which has seen our brand expand hugely in credibility, engagement and reach. We intend to continue 2015's campus-orientated approach to content, covering issues that connect with the diverse interests and concerns of the broad student populace. In doing so, we will be attentive to always negotiate that balance between necessary caution, and our critical independence, which makes student press such a unique and crucial arm of The Guild.

We are however very determined to differentiate ourselves from the previous editors in crucial ways – in part, so we are not seen to be merely servicing their legacy, or unable to shine under their shadow. Through implementing a fresh approach through innovations in content and style (e.g. a new regular section, increased satire, more graphics), increasing collaboration with other campus clubs and societies, and hosting our own batch of exciting events, we are confident that we can fashion a brand personality entirely distinctive to this year.

Of particular concern to us also is that – whilst Facebook statistics are exciting, and the power of web publishing is immense – when it comes to the identity and integrity of the magazine, we are very firm in our view that Pelican is first and foremost a print magazine, and always should be. That's what it means to students. As tangible object and artefact, it constitutes a hugely significant element of UWA's tradition, prestige and identity. We see the website not as a replacement of print, but its complement and supplement. Managing the website alongside print certainly doesn't replace our workload, but sets us fresh challenges. We're prepared to face them all.

This year, we also intend to forge a better and more open relationship with The Guild. We hope for at least one of us representing and reporting on the magazine's progress at each Guild Meeting.

Pelican's First Print Issue: "Fresh"

On the 7th of January, Pelican had its first meeting in the Guild Council Room, with the chosen theme of "Fresh". Attendance was gratifyingly higher than expected, with not a spare seat around the table. With aid of free pizza and watermelon, a diverse multitude of original ideas for articles were tossed up- from a comparative review of Toothpaste types, to a take on snowboard rock, to analysis of the fresh contenders for the upcoming US elections.

With great zest and carefully managed deadlines, we will be working hard over the next few weeks with contributors, our new team of section editors, our new art designer and many other Guild representatives to make sure our first issue is ready for O-Day. This is well known to be an unrivalled opportunity to distribute, impress and recruit fresh contributors from the stream of new talent that will be entering UWA this year.

Meetings

The dates for Pelican meetings are as follows, accompanied by working themes. All are booked for Thursdays in the Guild Council Room.

1	Fresh	7 January
2	Space	4 February
3	Trash	3 March
4	Wrong	7 April
5	Wild	5 May
6	Mystery	30 June
7	Dream	4 August
8	Beast (Naked)	8 September

Section Editors

We are proud to announce our new team of section editors this year. They are as follows:

ARTS: Sam Cox

BOOKS: Bryce Newton

FILM: Jaymes Durante

LIFESTYLE: Tom Rossiter

POLITICS: Brad Griffin

MUSIC: Harry Manson

WEB: Ruth Thomas

To this list, Web Editor has been added as a new section editor position. We hope that the position will see a more calculated, consistent and wider-reaching online presence for Pelican, and that the delegation of select web-related tasks will help manage the Top Editor's workload (and stress levels).

As has been observed previously, we recognize and are rueful that only 2 out of the 7 in our team are female. It was frankly disappointing and surprising to us that a greater number of women did not apply, which greatly limited us in our choices. We are however determined to work towards ensuring equitable representation across a diverse range of contributors this year, in print and online. We understand that in the past Pelican accrued a negative reputation as a 'dudebros club', which shrank the community, alienated would-be contributors, and came as a great detriment to the magazine in reneging on our principles and values of diversity and inclusivity. Using a proactive approach and open-door attitude, we will ensure that Pelican does not slide back to this unfortunate state of being.

Conferences

Over the 27-28th this month, both of us top Editors will be flying to Melbourne to attend the NEWS conference. The annual event has been considered of enormous benefit to a run of Editors in the past, which equipped them with the

necessary skills and knowledge for navigating the many challenges that come with running a publication. It also provides a unique and invaluable opportunity for networking with other student editors across Australia. Having pored over the program with eagerness and coloured pens, we have a full plan set out so as to exhaust and enrich ourselves with the plethora of talks on offer.

O-Day and other Promotional Strategies

As per tradition, expectation and our personal pleasure, Pelican will be hosting a stand this O-Day. Expect a paddle pool, Pelican merchandise, give-aways, comfortable couches and attractive people therein.

In terms of promotional strategies, we will also be doing a lot more print promotions around campus, with Guild-approved posters visible across all faculties to make sure students are aware of our monthly meetings. Moreover, at least whilst the good weather holds out, we mean to make ourselves as approachable as possible in an environment not quite so enclosed or (we recognize) as intimidating as the office. As with many other clubs and societies, we mean to trot down from our second-floor office bunker/rookery and set up a stand for one lunch hour day every week on Oak Lawn, with a bundle of new editions in tow. We hope to engage new and old contributors this way, and through conversation keep up with the topics of concerns with the greater student populace– what interests them, what frustrates them, what they think of the new Kanye album (we can't wait).

Finances

Early days though it is for us, we are pleased to say that we have not blown our budget in any category. We are extremely pleased and reassured that our Print budget has not been reduced by a significant amount, as was our major concern when entering office.

So far, applicable actual versus budgeted spending as follows:

	Actual Spending	Budgeted Spending
Conferences	1001.80	\$1,600
General Expenses	33.80	\$1,000

Conclusion

That's all from us for now! Feel free to contact us on pelican@guild.uwa.edu.au

Kate Prendergast & Hayden Dalziel

87th Editors of Pelican Magazine

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PROSH | January 2016

January 27th, 2016

Overview

We are currently in the process of selecting our charities for 2016. There have been nearly 20 expressions of interest so far, with applications closing Wed 20th January. The theme choice and design of merchandise is in progress, as well as planning for some events and promotional activities surrounding the 85th anniversary.

Key Dates

Friday 26th Feb | O-Day Stall

Tuesday 1st, 8th, 15th, 22nd March | Writer's Nights

Friday 1st – Monday 4th April | Layout Weekend

Tuesday 5th April | PROSH Olympics

Wednesday 13th April | PROSH Day, PROSH Ball

TBC | Albany PROSH

Finances

No expenses for January 2016.

Account Balance | \$30,337.41

Actual Spending Jan | \$0

Budgeted Spending Jan | \$0

Actual Events Jan | 0

Budgeted Events Jan | 0

Unusual discrepancies | 0



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Relay@UWA | January 2016

January 27th, 2016

Overview

Committee positions were selected and finalised mid-Jan, and our welcome/handover meeting is scheduled to be held in the first week of February.

Key Dates/ Events

Wednesday 3rd Feb | Committee handover/ welcome

Friday 26th Feb | O-Day Stall (BBQ Fundraiser)

May (Date TBC) | Launch

Saturday 15th October – Sunday 16th October | Relay Weekend

Relay@UWA planning is underway with a re-structuring of committee, and the introduction of two new portfolios, Engagement and Fundraising. Fundraising in particular, we hope, will have a significant impact on our total for this year, as we are working with Guild Volunteering to create new opportunities for 'unattached' students to get involved. For example we found an opportunity for students to volunteer at the NEON Fun Run in return for a donation to Relay@UWA, and this has been advertised on VolHub.

Finances

There were no expenses in January 2016.

UWA Student Guild Budget | \$3,000

Actual Spending Jan | \$0

Budgeted Spending Jan | \$0

Actual Events | 0

Budgeted Events | 0

Unusual discrepancies | 0