



INTRODUCTION

It has been a very busy month in the lead up to Semester One commencing. We are making a lot of changes around the Guild and the staff and student representatives have worked hard to deliver meaningful changes and improvements to a new year of students.

The Executive have focused on strategy development, value creation, engagement and marketing, alongside all our planned projects.

Thank you to staff and student representatives for your hard work over the summer period.

MEETINGS & ACTIVITIES | Guild

- **Admin & Support**

- Club Collaborative Zone Walk Through with Staff.
- Workplace Health & Safety Committee Meeting.

- **Student Services**

- Student Assist Strategy Planning session, which will be developed into a vision document for the department.
- Meetings with Chloe Jackson about Orientation, Marketing and our Websites.
- O-Week Sports Meetings, with Kasey, Siobhan, Emma and undergraduate FacSoc Presidents. These Sports Matches are:
 - Science Union (Science) v UEC (ECM): Frisbee. 5-7pm, 24 Feb 2016, Riley Oval.
 - ALVA / Arts Union / MSS v ECOMS: Quidditch. 5-7pm, 25 Feb 2016, Riley Oval.
- O-Week Movies decision. 7pm onwards, Oak Lawn. With food vans & music:
 - 24 Feb: 22 Jump Street
 - 25 Feb: Harry Potter & the Goblet of Fire
 - 1 March: Mean Girls
 - 8 March: Spirited Away

- **Commercial**

- Meetings with Tony Goodman to discuss Guild's Food Truck strategy, Alumni engagement, ISB – assisting the university in receiving a high ISB ranking, and Reid Café understanding for ownership of the space. These discussions are preliminary and will be taken through SRC and Guild Council when a proposal is ready.
- Assisting Audit.

- **Catering & Tavern**

- Meeting with Chloe Jackson & Tony Goodman to discuss Guild Food & Drink Marketing Plan. This now sits with Chloe's team.
- Catering Strategy & Menu Meeting, Ref Menu Meeting and approvals of all new menus. [Functions in progress]
- Coffee cup designs decided.
- Tavern Fence Meeting to approve final design and timings. We are applying for the building permit shortly and will commence construction when the permit is approved. Likely completion by mid-semester break. In the meantime, we will have a temporary fence.

- **Student Portfolios**

- **Committees:**

- Governance Committee Meeting (x 2) & Guild Regulations Meeting. We are reviewing the Guild Regulations and Policy Book this year.
 - Catering & Tavern Meeting (x 2).
 - Education Council Committee Meeting.
 - VACE Meeting.
 - Student Services Meeting.
 - Cake Committee (Sub-Committee of Catering & Tavern Committee) to provide recommendations on Guild café cake offerings.
 - Strategic Resources Committee Meeting.
 - Equity & Diversity Committee Meeting.

- **Other Meetings:**

- Executive Meeting (27/01, 29/01, 4/02, 17/02).
 - Meetings with Office Bearers: Shyaam, Emily, Tyson, Lucy, Emma, Jack. I am always available to meet with Office Bearers!
 - Meetings with OGCs: Jesse, Jacky, Jess, Chad, Joanne, Julian. I hope to meet with all OGCs to discuss their projects by the start of semester, and will always make myself available for meetings.
 - Committee Chair Training.
 - Meeting with Albany Committee Vice President.
 - Education Council SPG Allocations.
 - Malaysian Students Welcome, organised by Charlie.
 - SOC & PAC Meeting.
 - Meeting with Gina Barron to discuss Guild's Discipline Procedures.
 - Education Council Meeting.

- **Events:**

- Cultural Training Day – Cultural Awareness & Ally Training. For those who were unable to make it, I highly recommend you complete this training in the future.
 - Executive Planning Day – Guild Executive are in the process of developing a medium-long term strategic plan for the organisation. The 2013-2015 Strategic Plan needs to be addressed and extended.
 - FacSoc Tour of CCZ.

- **Projects:**

- Development of Guild Service Level Agreement and discussions with Alec Cameron.
 - 2 x Prezitorials.
 - Approvals of Grants, Loans & Overdrafts through Guild Executive.
 - Coordinating Mace Bearers for Graduation Ceremonies.

EVENTS | Guild

- **CCZ Opening**

I was very proud to co-open the new Club Collaborative Zone with Guild Alumni Janet Holmes a Court. Thank you to the members of Guild Council who attended. The space has now been formally opened to clubs and faculty societies and can be booked. SOC are administering the space. The feedback received from clubs at the Walk Through was very positive, with one club staying and going straight into a meeting! We have provided a Media Release and statements to The Post newspaper (**attached**). This event will allow us to transition into delivering our strong Alumni program.

- **Renewal Proposal Meeting with UWA Executive**

I was successful in securing a meeting between the University Executive and Guild Council to discuss the Renewal proposals, provide student feedback and ask questions. I invited members of Guild Council and

Education Council to submit questions. These answers were circulated. We will now be directing further concerns, feedback and questions into the Guild's submission on the proposal, which is due 7 March.

- **O-Week**

- Shenton House Student Welcome.
- Commencement Ceremony Speech: Science & ECM Students.
- Prospect Faculty Welcome (Science).
- FacSoc Sports Match: Frisbee – Science v ECM.
- Movies on Oak: 22 Jump Street.
- Commencement Ceremony Speech: Arts, Design & Commerce Students.
- FacSoc Sports Match: Quidditch: Arts v Design v Music v Commerce.
- Movies on Oak: Harry Potter & the Goblet of Fire.
- O-Day.

MEETINGS & ACTIVITIES | University

- **University-wide**

- Planning & Resources Committee Meeting.
- Senate SRC Induction.
- Meeting with Nigel Laing, Senate Member.
- Attended UWA Staff Forum (2/02).
- Academic Council Pre-Induction Meeting.
- Facilities Development Committee Meeting.
- Academic Board Induction.
- Academic Board Extraordinary Meeting.
- Student Welcome speech delivered at Staff Orientation Event.
- Meeting with new University Lawyer, Jeremy Rigg.
- Senate Strategic Resources Committee Meeting.
- Strategic IT and IM Committee Meeting.
- Commercial Masterplan Meeting.
- Meeting with Pranay Lodhiya, new interim Executive Director (Campus Management & Finance), and Campus Management Team.

- **Education**

- Meeting with Lisa Cluett.
- Three meetings with Alec (Renewal Proposal, Guild commercials and regular meeting).
- Student Consultative Meeting.
- Academic Calendar Project – Student Concerns meeting.

- **Student Life**

- Meeting with Ian Fitzpatrick, new Director of UWA Sports.
- Screening of the Hunting Ground film at ECU, and follow up with Patrice Mitchell, Chloe Jackson and Emily Law.
- Regular Meeting with Chris Massey.

- **Student Groups**

- Alex Cook, Blackstone Society President.
- WASAC Committee.
- College Presidents & RSD President – new monthly meeting.
- Tommy More College Presentation: Guild 101 and Student Assist.
- UniMentor Presentation: Guild 101.
- St Cats College Presentation: Guild 101 and Student Assist.

- UniHall College Presentation: Guild 101 and Sex Ed / Consent Training.

- **Convocation**

- Convocation Council Meeting.
- UniView Review Presentation, Terri-Ann White.

- **Other**

- UWA Innovation Basecamp Breakfast.
- PASS Tutor Presentation (completed by Charlie and Patrice).
- UWA Parking & Security Meeting.
- B-Phil Welcome Dinner.
- Flying Start Presentation: Guild 101, followed by Student Assist and Guild Volunteering.
- Domesticated? Writers Festival Event.
- ISB Meeting.

MEETINGS & ACTIVITIES | External

- NUS West – NDA Planning Meeting.
- UWA Motorsport Car Launch Event.
- Associate Guild Membership campaign.

ITEMS OF INTEREST TO GUILD COUNCIL

- **Save Our Voice Campaign**

I have been working with the other WA University Guild Presidents to prepare for tabling of the proposed university acts. Until these changes are made public, we are unable to comment however we have mounted a petition, political campaign and will be engaging with other members of our University communities. I will expand on this during the meeting.

- **Renewal Proposal**

In December 2015, the Vice Chancellor announced staff reductions, which was followed on 2 February 2016 with structural change proposals. These include a merge of faculties (reducing the number from 8 to 4), a new centralised service delivery structure, and a methodology for rating staff output – through teaching quality and research for academic staff.

The NTEU have responded strongly to the job cut announcements and taken UWA to Fairwork Australia. The Guild have stood in support of the NTEU through that process and in fighting for fair treatment of staff.

Additionally, the Guild has been pushing for students to be consulted in these renewal proposals, which was not originally part of the University's consultation schedule. We have had a Student FAQ page made (which includes mainly student-relevant content from the Staff FAQ page), and had a meeting between the UWA Executive and Guild Council where councillors provided feedback and asked questions about the process. We have also created a feedback form that allows all students to ask questions and submit feedback to the Guild. Many Faculty Societies have created faculty specific submissions. All of this student feedback will be compiled by the Guild in a student submission to the Executive about how these changes will impact students and suggesting ways to mitigate any negative impact. This submission is due 7 March. I would like to have a discussion with Members of Guild Council about how they are feeling about the proposal and which concerns remain outstanding. I would also like to have a discussion about general feelings towards the University arising from these and previous changes.

- **Peaceful Protest**

The Guild has been vocal on the anti-protest laws that are currently being considered in state parliament. Emma can provide an update.

- **Reid Library Development**

The Reid Library development is on schedule. The first floor up will re-open this week (the ground floor is still due for completion for semester two). To compensate for the loss of collaborative space, the first floor has been converted into a collaborative study zone and the first floor balcony/bridge will also have collaborative furniture set up. In moving the business school collections to the Barry J Marshal Library, a lot of space was freed on the third floor of the Reid Library. The remaining shelves have been reorganized to be properly wheelchair accessible, and a lot of space has been created for individual study zones to be brought up from the first floor. There has also been some movement with the postgrad carrels on the third floor.

The ground floor zone will include a couple of bookable spaces for FacSocs, clubs and academics (for lectures, tutorials, presentations, etc). It is currently being called "The Circle".

During the semester there will be noise from the ground floor. The Library have tried to schedule noisy works for 7-10am. Earplugs are being provided and students will be notified of days where there will be noise.

The Library are also seeking feedback on some "rest chairs" / comfortable chairs for the new collaborative floor. They will be on display in the foyer for student feedback.

Peter and I have requested a fridge be added to the parenting space in the Barry J Marshal library, for expressed milk. Further Library information was provided to FacSocs through Education Council.

- **Reid Café**

The Reid Library is in renovation, including the Reid Library Café run by the Guild. We have instead put a pop-up café on the Reid Lawn that is providing coffee, hot and cold meals, cold drinks and snacks. This will be in place until Semester 2 this year.

- **Engagement – Colleges**

I have been working hard during this Orientation period to reach out to the College student leaders, to share information about how the Guild can enrich the lives of their residents – through events, clubs, volunteering, support services and direct support for the Res' Clubs also. Four of the College have accepted our offer to run Guild 101 training and Event training. We have also created flyers for their O-Week packs that explain the Guild. We hope this will translate into more College students accessing our services.

- **Menus**

The Guild has worked hard to review all café, Tavern and Functions menus. There are big changes on the way throughout 2016!

- **UWA Academic Calendar Working Group**

The group was created with two potential options in mind:

1. Increase the range of summer units offered, from the current number of 18 (to be verified) to a target of greater than 100 units, spread across all undergraduate courses. With an early decision this option could be phased in as of end 2016.
2. Move to a three-term year, with three equal terms of (it is assumed) 12 weeks duration. The first term would need to commence in January, and the third term to complete in December. Alternatives could be investigated. [Commence in 2018]

We had the first Student Concerns working group meeting last week. We discussed:

- The trimester proposal from 2002 and its findings. Fun fact: in the 1990's we used to have 3 nine week trimesters. We changed then from trimesters to the current semester system. We decided

that report is now largely out of date. We have requested any feedback that was given on that proposal.

- The current structures: we operate on a semester model, with extended dates for Medicine and Dentistry, and many varying models (including trimesters) in the Business School.
- We considered other universities in Australia with trimester models – Bond University, UTS, Deakin, Charles Sturt. We agreed to do a demographics analysis to understand which of these universities have similar student concerns to us. We have also extended that analysis to similar universities in New Zealand and the UK. I have also made contact with Uni Melbourne and UNSW about their moves to trimester systems. For the universities with similar demographics, we'll be looking at how they use and structure their third (summer) trimester.

Teaching timetables for Australian universities:

		Deakin	UTS	CSU	Bond	UWA
T1	Teaching	11	11	16	13	13
	SWOT	2	2			2
	Exams	2	2			2
	Break (T1-T2)	3	4			5
T2	Teaching	11	11	14 (inc Exams)	13	13
	SWOT	2	2	2		2
	Exams	2	2	-		2
	Break (T2-T3)	2	2	2		13
T3	Teaching	11	11	13	13	
	SWOT	3 (Christmas, NY)	2			
	Exams	1.5	1			
	Break (T3-T1)	2	3			

- Benefits:
 - Acceleration and catch up.
- Concerns:
 - When will orientation occur, will there be one main orientation, how will it be structured?
 - Exchange time-matching.
 - Partnership exchange programs, through the Business School.
 - Visa implications for international students – what is “full time”.
 - Would this attract more international students? (What is the cost benefit?)
 - Increased use of facilities will mean they need to be refurbished more frequently, but will also mean the spaces are used during down times (and to their full potential).
 - Would like uni holidays to overlap with school holidays as much as possible.
- Staff concerns (not within our scope):
 - Staff EBA's around the balance between teaching and research – currently the contracts stipulate they cannot teach more than two consecutive teaching periods in a year. This could produce more flexibility for staff who can choose which trimester to focus on research. However this could impact course progression where these are core units, and prerequisites/corequisites. There are also concerns around whether they would get adequate access to facilities, if they're being used year round for teaching. This will also impact on research students who use this down time to get through a lot of their lab work.
 - Another consideration is whether we have the capacity in professional staff to provide front and back end services year-round.
- The brief recommended “market research”. We have sought clarification on the budget and scope for this.

- We discussed what would be “full time” and how you would communicate this to students. For example – if 8 or 9 units was “full time”, how would you ensure students didn’t think 12 units was the required load? This has further implications on mental health and pressure.
- We asked Alec Cameron to advise on how Centrelink and SSAF would operate. We also asked what the current fee structure is for summer units, and whether third trimester units would be HECS-able and Commonwealth supported?
- There might be a danger that in order to teach more units without impacting on lab facilities, there would be less ability to learn in the labs. There might also be increased use of MOOCs.
- Questions for students: Do we want repeats or new units over the third trimester?

- **Facilities Development**

The Facilities Development Committee has funding earmarked for:

- Teaching space modernisation;
- Research space modernisation;
- Facilities needing air conditioning;
- Community space – eg. Common rooms; and
- Toilets.

Proposals need to be taken to the next Facilities Development Committee meeting, which is 13 April. Submissions will be due around 30 March.

COMING UP THIS MONTH

Carrying through the above projects, and ...

- **Universities Australia Conference**

The Vice Chancellor has agreed to send myself and Peter Derbyshire (PSA President) to the Universities Australia conference in Canberra. We are delighted to have the opportunity to learn more about the Higher Education sector and be part of important conversations.

- **Guinness World Record Attempt**

On 9 March, the Guild is attempting to break the Guinness World Record for “Speed-Friending” (actually “Speed-dating” but we decided Speed-friending was a more apt word). The motivation to do this was that we have received a lot of feedback from isolation students who struggle to meet people at Uni and feel disengaged with the campus. By sending them around to meet 20 new people over the course of an hour, we hope they will get the chance to create new bonds and lasting friendships. Plus, it sounds like a fun idea! We need to have over 660 students “speed-friending” for the full hour to break the record!





A LEADING SPACE FOR UWA STUDENT ACTIVITY

On Wednesday 17th February, the UWA Student Guild opened its new Club Collaborative Zone to its 137 clubs and societies at UWA.

This facility, conceptualised in 2008 and commenced in 2015, will be a student space without rival in Australia. It features hot-desk work stations, bookable meeting rooms, formal conference suites, a production workshop and an audio-visual auditorium room. This space will be a home for the 137 clubs on campus, and will foster collaboration, creativity and innovation within the UWA student community.

The Club Collaborative Zone was formally opened by Guild Alumni Janet Holmes à Court AC and the 103rd Guild President Maddie Mulholland on 5 February 2016. Also in attendance were Vice Chancellor Paul Johnson; members of the University Executive; former Guild Presidents the Honourable Bob Nicholson AO (1959) and Dr Sue Boyd (1969) and other esteemed members of the UWA Student Guild community.

In her welcome speech, Maddie Mulholland said, "This \$1.5 million facility is funded entirely by student money. It is built by students, for students and that is something that is very special and important to the Guild".

Maddie Mulholland said that it is integral to provide environments to students that offer them the opportunity to develop leadership skills, a sense of belonging and a culture of community and involvement. "UWA students have a rich history of becoming some of the state and nation's greatest political, community and business leaders. In creating the Club Collaborative Zone, the Guild continues to lead the way supporting student life."

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MEDIA REFERENCE

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It has been really exciting this month to really get stuck in to a number of projects that fall under the scope of Vice President. Generally speaking, the themes for the tasks I have been completing and will undertake during my term broadly fall under the categories of engagement and representation. In exciting news, I have started my honours work so if anybody would like to take part in my experiment – please do let me know.

MEETINGS |

- Sports O-Week planning (22/1)
- “Grill the Guild” planning (25/1)
- Executive Meeting (27/1, 29/1, 17/2,)
- UWA Parking Appeals (28/1, 11/2)
- Social Media and Engagement plan (1/2)
- Student Assist strategy meeting (1/2)
- Cleaning Contract quote reviews (11/2)
- Masa ODAY Preparation (11/2)
- Engagement Manager interviews (18/2, 19/2)
- ODAY briefing with events (19/2)

COMMITTEES |

- Corporate Services Committee (18/2)
- Strategic Resources Committee (24/2)
- Academic Board (17/2)

TRAINING |

- Student Leadership Training (2/2, 3/2)
- Equity and Diversity Training (8/2)
- Chair Training (8/2)
- Academic Board Induction (15/2)

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**

At this meeting, we compared the three potential suppliers for our POS system: Micropower (our current system), BePoz and Task. For the committee, the priorities were a value-for-money cost, NetSuite (current accounting software) integration, usability, the ability to integrate data with MyGuild in the future and additional features such as additional screens and stock-keeping features. We have made a recommendation, which will be discussed at this council meeting.

- **Servers and emails**

While our choice of POS system will require its additional server, we have not made any decision regarding the future of the Guild servers, albeit remaining a priority for the committee. Kelvin will prepare a document comparing possible alternatives to be discussed and recommended by the next Guild Council meeting.

- **Cleaning tender**

Of the 5 potential contractors that took part in the tour, we received 4 companies that were interested in providing the quote. As a committee, we formulated a preferred supplier and will be following through the steps necessary to finish off this process.

- **Second-hand bookshop plans**

I have reached out for expressions of interest for councillors that are interested in a working group to review the current Second-hand bookshop model. As a group, we will be working with Mutya and relevant staff members to formulate a strategic plan for the location and function of the second-hand bookshop. This working group will report back to Corporater Services Committee which will then provide a recommendation to Strategic Resources Committee and Guild Council. For councillors that are still interested in being involved in this process, it is not too late and please contact me.

UNIVERSITY | Parking & Security

- **Parking & Security Update**

Maddie and I met with UWA Campus Services Manager Garry Jones and Associate Director Facilities Operations George Anderson to discuss a number of parking, transport, facilities and security arrangements. Maddie and I will be having quarterly meetings with the pair to discuss ongoing considerations for both groups and provide feedback and advice from the students' perspective.

- **Parking Appeals Committee**

The Guild Vice President is the only consistent member of the Parking Appeals Committee, which has met twice since the last Guild council meeting. As a committee, a number of appeals were considered resulting in a number of student fines being waived.

UNIVERSITY | BPhil Summer Residence

On Monday 15th February, I presented to the new cohort of BPhil students, which consisted of mostly first year students as well as a number of second year transfers. The main themes of my talk were a basic explanation of the guild, how to get involved on campus (clubs, societies, departments, volunteering) and how to get help (Student Assist). It was a great way to promote the Guild to new students. I attended other events of the residence, in my capacity as a BPhil Crew member, and it was great to answer a number of student questions specifically relating to the Guild.

As part of the residence, I also attended the final night Formal Dinner, as Maddie was unable to attend as President. At this event, I was able to network with a number of students, and we heard from Deputy Vice Chancellor (Education) Alex Cameron with some advice for BPhil students (get involved, try new things etc.)

EXTERNAL | Visit from Universiti Putra Malaysia SRC

On the 17th February, we welcomed four student representations from the UPS Student Representative Council. I met the students, after much correspondence, and gave them a tour of the Guild Student Centre, the CCZ, Guild Council room and the South Wing. They commented on how nice the facilities were, and were impressed that the CCZ was funded entirely by student money. Maddie then presented a short presentation on the Guild, how it operates, its structure and the services that we provide. After this, Joanne, Michael and George provided them with a tour of the campus, finishing off with a coffee in Hackett Café. I have received extremely positive feedback from our visitors, and it was a great opportunity to hear from them. Thank you to all councillors and helpers involved, and everybody is welcome to view the plaque that was given to us as thanks from Amirah and her team.

DEPARTMENTS | MASA

As Vice President, it is my role to oversee the Mature Age Student Association as a Guild Department. I have been working closely with Tamara Pinkerton in organising for ODAY and the year ahead. It is exciting to see a number of students that are interested in getting involved in a committee member capacity.

- **ODAY**

Tam has organised a roster of a number of volunteers to help during ODAY by running the stall and facilitating sign ups to the newsletter. Often, Mature Age students are very pleased with the opportunity to talk to some fellow Mature Age students on campus, so it will be handy to have so many helpers being able to engage in meaningful discussions with new students that are around.

- **Planning for 2016**

The focus for the team is currently organising our Welcome lunch. This will occur in the Tavern, and I will ensure that an invitation is extended to all councillors when the details for this event are locked in. A focus for this year will be attending events with a group of MASA students, so that we don't necessarily have to run our own events

- **Newsletter**

We have sent our first newsletter for the semester, which featured a welcome to 2016 message and a callout for volunteer help. The format for our newsletter includes main information, upcoming MASA events, links to student assist and other important information. If you believe you are organising an event or have some general information that may be particularly pertinent, please let me know so it can be included. We currently have a reach of about 200 Mature Age students, and the newsletters go out monthly.

DEPARTMENTS | International

- **International Student Council**

At the time of writing this report, not much progress has been made on this. Kenneth and I need to have a think about the function and format of this council, and formulate a terms of reference and clear purpose for it as a body. I would like to see the group become more effective and clearly defined.

DEPARTMENTS | Access

- **Committee**

An initial setback occurred for the collective when a student that was initially interested in heading the project realised she would not have enough time due to her studies, and had to leave the group. Extremely fortunately, student Graham Knapp has enthusiastically volunteered to assume a leadership position. Graham is passionate about advocacy and social justice, and has previous club executive experience, so I am extremely confident in being able to work alongside Graham is helping further the success of the group.

We are in the process of gaining interest in formalising a committee or organizing group for the collective, and hopefully after ODAY we will have more students that are interested in being involved.

- **ODAY**

I have organised an accessible stall on ODAY for the Access Collective. There is also a group of 6 volunteers who have offered to run the stall, which will comprise of information about joining the collective, business cards and contact details to get in touch, as well as general information and pamphlets about UniAccess services. Hopefully by being present we will be able to get more students interested in joining the collective as well as raise awareness about the services that are available to students. UniAccess have been extremely supportive, and have provided us with some flyers to hand out.

- **Design**

We now have an official Access logo which goes well on our collective business cards and fancy A1 poster for ODAY.

DEPARTMENTS | Albany

Maddie and I had a discussion with Susannah Johnston, the Albany Student Committee Acting Vice-President this year. Susannah outlined a number of ideas for getting more students involved at the Albany campus, and we provided some feedback and advice regarding student engagement.

Chelsea has organised for the student packs to be sent down to students, including Guild diaries and Co-Op wall planners.

ADMINISTRATION | Record Keeping Training

Record Keeping training has been scheduled before our March council meeting, at 5.15 (30th March). Please respond to my meeting request in order to RSVP for the training, as I need to advise of numbers. This is an important aspect of good governance, so I anticipate seeing everybody that is available, there.

MASA FINANCIALS | January

The invoice for our design has not been received yet, so I will provide an update on finances at the council meeting.

Club Collaborative Zone | Opening

We hosted the CCZ opening on the 5th February. It was a fantastic event and I found hearing from Janet Holmes a Court AC extremely fascinating. I was personally moved by her call to action regarding the mistreatment of asylum seekers

by our current government, and would love to see a politically engaged student body. I also thoroughly enjoyed discussions with Joan Pope OAM, who remains involved with student life through the University Dramatic Society. Overall, it was an exciting event with delicious food that allowed us to impress the University executive and other important Guild alumni. We will be looking at hosting another walk-through, albeit more informal, for Young Alumni of the Guild – including former councillors and Presidents – that were involved in the project.

Summary

It has been a hectic month, and I hope that everybody is remembering to take some time for self-care! If anybody is unsure about any projects or would like some help, please let me know and I am more than willing to help out. 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

Hey friends, I'm tired. It's been quite a busy month leading up to O-week and props you for getting through it. A majority of this month has been focusing on how we can better engage new and returning students, so they are aware of services and things the Guild provides for them.

Secretary Duties |

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

- Compiling and circulating Guild Council and Committee Minutes, Agendas and Resolutions.
- Follow up of business from Minutes and meetings.
- Continuing collating material for online council training project.
- Making a list of what training councillors have completed.
- Organised Chair Training and Cultural & Diversity Training days.
- Meeting with Chloe Keller to expand on my current administrative skills.

Guild Executive |

The Guild Executive have meet once every week this month to discuss, plan and review a number of things. Each member of the team now has a specific area they are in charge of following up to ensure that all of us are working together to deliver what we promised the student body. We have also approved a number of loans, grants and overdrafts in the last month. Lastly, in collaboration with Tony Goodman we have begun to have do workshops on a 3-5 year overarching Guild Strategy.

Strategic Resources Committee |

During the last SRC meeting on the 24th February we discussed and got updates on a number of the Guild's projects including the Functions Business Strategy, Vending Machine and Second Hand Book Shop Move. At the meeting we also approved a new Point of Sale System which we believe is a necessary update from the current system.

Student Services Committee |

The Student Services Committee have meet twice since the last Council meeting; January 20th & February 16th. Discussions in these meetings revolved mainly around O-Week. We discussed all the various O-week activities and how best we engage more students and ways to get more accurate and representative student feedback. From these meetings we decided to have the first of many workshops on engagement. These included, a Student Assist Marketing Strategy Workshop and a Social Media Strategy Workshop. I have also worked with Kasey to get councillors involved in O-week activities.

- **Student Assist Strategy Workshop**

In this workshop we began to work with a VMOST (Vision, Mission, Objectives, Strategy & Tactics) plan, to help us clearly outline what the aims and goals of Student Assist. A few of the proposed strategy to ensure students know who we are and what we do revolved a lot about marketing and the way we approach it. This project is still in progress and we will be having another meeting soon, if any of you are keen to jump on board with this email Patrice or myself.

- **Social Media Strategy Workshop**

The Social Media Strategy brainstorming session, saw us mainly focus on how we boost student engagement in o-week and the first two weeks of semester. We looked at what was working and what wasn't we also discussed what changes could be made in the way we present ourselves through our various communication channels. Another key point of discussion in this meeting was relevance to students. I'm hoping to keep on working on this throughout the year and see student engagement with the Guild increase.

Tenancy Committee |

Tenancy Executive meet on February 18th, in this meeting we received an update on clubroom tenancy agreements, work orders and maintenance works. We also discussed how to go about allocating storage in the CCCZ as well as ideas for Cameron Hall's Second Floor.

Workplace Health & Safety Committee |

The Guilds WHS Committee met on 22nd February. Good news is that every one of you have been safe and no incidents were reported ☺. Keep Up The Good Work. We discussed various methods in which we can ensure all staff and student reps know of the relevant safety standards of the Guild.

Other |

- **Cultural Training**

On February 8th 2016, we had a cultural training day that I organized with Malcolm Fialho. The Training covered 'Courageous Conversations about Race' and a brief 'Ally Training'. I organized the event for councilors and extended it to other Guild committees. Overall It was a successful day and thank you to everyone who attended it.

Conclusion |

Thank you for taking the time to read my report. It is always great working with you all, and I am here 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 about anything in my report or just anything in general email me at secretary@guild.uwa.edu.au.

Michael Kabondo



Dear Councillors and Friends,

My time since our last meeting has been spent coordinating the activities of the Catering and Tavern Committee, considering overdraft applications, and redirecting inquiries to SOC and Finance.

Finance

Overdrafts have been approved for UWADU (\$11,470 for a debating tournament in Sydney), Leisure (\$20,000 for Mexicana), African Students' Union (\$1000, to cover a previously unapproved overdraft and ODay costs), and UEC (\$7,000). An application is being considered from UEC (To cover further Ball down payments), and Sober is expected to apply for an overdraft to cover their Frat Party event. All applicants were required to submit the standard overdraft form along with budgets, repayment plans and contingency plans. Leisure was required to sign an agreement prescribing how their event would be run, and outlining the consequences of default to the club.

Catering and Tavern

The Catering and Tavern Committee met twice in February due to high levels of activity and pressing deadlines.

Meeting of 4 Feb

- Welcomed new standing invitees (Mutya Maragiot-Joseph, Debbie Quartermaine, Hayden Greenham). Recommended to Council the Irene Conway be appointed as a standing invitee.
- Approved new Tav menu; recommended \$500 crockery budget to SRC.
- Approved Tav menu pricing
- Made preliminary decisions about which food vans to bring onto campus in semester 1.
- Approved a new audio system for Hackett Café

Meeting of 17 Feb

- Delegated power to the Tav working group to oversee the acquisition of new furniture for the Tavern.
- Recommended a budget of \$5042 for the Tavern Courtyard renovations to SRC.
- Nightlife music system has now been installed in the Tavern.
- Delegated power to myself and Chloe to decide on the nature and terms of food vans on campus in semester 1.
- A design firm is looking at ideas for the interior of Guild Café. I was given the responsibility of collating student ideas and forwarding them to the designers.
- Considered implementing a "Hey You" order system in some cafes.
- Approved Hackett breakfast menu.
-

Prospective

The Tavern Fence project will now go ahead, with completion scheduled for within two months. The next step will be lining up the designs, contractors and approvals to complete the interior renovations by the beginning of semester 2.

Many significant changes have been made to our catering outlets. These will need to be monitored and tweaked

over the course of the next few weeks. This will be the duty of the Catering and Tavern committee, and I will oversee taste testing and other means of feedback.

Other Catering projects that should now commence include the Guild Café interior renovations, trialling of the “Hey You” order system, and the Tavern Furniture upgrades.

Lastly, more applications for overdrafts will be received and must be considered. This will include the application from Sober.



Moral of the story from February: meetings, crises, and emails don't stop just because it's the holidays.

I will give doing a list of important formal meetings a go as I will not elaborate on all of them in my report so if people have questions about any of them they can shoot them through:

MEETINGS | UWA

- University Committees
 - Curriculum Committee Meeting
 - UWA Learning & Teaching Innovation Awards Selection Group Meeting
 - Student Consultative Committee Meeting
- Joined Maddie's monthly with Alec Cameron
- Meeting with Grady Venville, Dean of Coursework Studies
- Meeting with Lisa Cluett
- Graduation Focus Group
- Academic Board x2

MEETINGS | Guild + External

- Guild Committee Meetings
 - Governance x3
 - Student Services
 - Equity & Diversity
 - Strategic Resources
- Education Council
- Cross-Campus Education Meeting
- Meeting with Student Assist
- Meeting with Guild Volunteering

EDUCATION COUNCIL | Funding

Since the Faculty Society Funding model was passed last Education Council Meeting (yay!) the Committee has allocated the Special Project Grants, and Simon has emailed Guild Finance so they get distributed ASAP. We received over \$45,000 worth of applications for a pool of ~\$15,000 so considering the applications! I would like to say a big thank you again to Simon for all his hard work and also to all the FacSocs for submitting some excellent applications – there was an exciting mix of new and inclusive events and initiatives proposed and I can't wait to see them in real life! We are just waiting for information from a couple of FacSocs regarding their financials and then we can send out the base funding. I think we will be setting the record for fastest funding in recent years – woo!

EDUCATION COUNCIL | Education Union

The Education Union hasn't existed for a number of years and I am keen to get it up and running again in 2016. I have been in contact to the Faculty about sending out an all-student email to gauge some interest in starting up a committee and finding someone to take it over (a la ALVA or HSS). If anyone knows any engaged Education students

please send them my way!

DISCIPLINE CLUBS | WA Anthropology & Sociology Student Association

I have been in contact with the President of WAASSA following on from the work Lizzy and Tom did last year, about their common room and the possibility of creating a larger Social Sciences Club.

PROJECTS | Know Your Rights Campaign

Lina and I have been working with Student Assist to get the Know Your Rights Guide finalized in time for O-Day (at the time of writing this report it has gone to print!!), so we can print it into little booklets to distribute to students. Beyond that, we have had a meeting with Claire from Guild Volunteering about doing a 'volunteers right' factsheet and having that as one of the four main areas of the campaign, the other being international students, paid work, and unpaid work/internships. After O-Day we are planning to get more of this up and running and will be in touch with FacSocs about collaborating, especially regarding internships and vacwork.

EAN | O-Day

We have a separate NUS and EAN stall for O-Day to get a distinction between the on-campus and national education campaigns, allowing students to engage with both bodies separately. On the EAN stall we will be encouraging more 'regular students' to get involved with campus card stickers, a newsletter sign-up sheet, and information about our first open meeting. We will be promoting the 'Save Our Voice' campaign (will be expanded upon in the meeting) and the Know Your Rights Guide. The NUS stall will be focusing on their campaigns (#cheapertextbooksnow and the NDA) and the NTEU will also have a stall to talk to students about the staff cuts and restructure.

EAN | National Day of Action

We have had cross-campus education meeting and have decided that the NDA will be in Forrest Chase on April 6th, and that campuses will run fun stunts and actions in the lead up to encourage students to attend.

UNIVERSITY | Student Communications + Feedback

I met with Lisa Cluett last week to discuss collaborating to communicate better with students. We are working together to promote the new Assessment Policy to students and create resources to make it easy to understand. I also had a meeting with Grady Venville last week where we discussed mechanisms for student feedback and she was on board with trying to reform SURF to make it a more valuable tool for gathering information, which should hopefully increase the response rate too. ~ watch this space ~

UNIVERSITY | Renewal Project

Since the last Guild Council meeting much has happened on this front! Turns out, the staff cuts were proposed as part of a broader restructure which would see the Faculties dissolved and turned into four 'Colleges' (Social Sciences, Health and Medical Sciences, Physical and Life Sciences, and Engineering and Technical Sciences). These would accompany a re-organisation of service provision into 'Service Delivery Centers' with the aim of reducing double-ups and making services more consistent. This proposal is currently in 'consultation' so staff and student groups have been able to make submissions. I have a number of concerns about this proposal, the main ones are as follows:

- That merging five Faculties into the 'College of Social Science' will lead to a reduced educational experience for students.
- What metric the 100 academic staff who are cut will be chosen on – will undergraduate teaching heavy staff be the first to go?
- That these restructures are paving the way for potential future course/School cuts.

- That the Service Delivery Centres will reduce the specialized help that students from different areas need, especially regarding the 'College of Social Science'.
- That changing the structure of the University so soon after New Courses will be bad for enrollments, student satisfaction, and staff morale.

It is disappointing that the time for feedback has been short so far, and that there doesn't appear to be any transparency regarding what is submitted – how do we know whether the University will follow the recommendations submitted? Given the current proposal is extremely vague we are concentrating on supporting the NTEU in fighting for the fair treatment of staff and ensuring the student voice is considered in this process, despite it being largely ignored through the formal discussions. I have attended the special Academic Board meeting on the matter and a number of open staff and NTEU meetings. This matter has also been discussed at Education Council, where there was a consensus feeling from all the FacSocs that they are disappointed in the lack of student consultation and concerned about the lack of detail in the current proposal. I would also like to thank ALVA, Blackstone, and WAMSS for their professional and considered submissions to the Renewal Project and commend their hard work on this matter – I believe we will have a few more FacSocs doing submissions too which is great.

STUDENT ISSUES |

- **Honors Cut Off in Dentistry:** Student Assist have contacted me about a large number of Dentistry students who have complained about the Honours cut-off this year. I currently am working with Bec from UDSS to solve this issue and will advise if the outcome is of interest to multiple faculties, and the current plan is for me to speak to the Head of School on this matter.
- **Class Allocation System:** I have had a myriad of issues come up regarding CAS, but thankfully most of them seem to be solved by students waiting until the administrators sorted out clashes and missing allocations.
- **Suspension of the Major of International Journalism:** Curriculum Committee has approved for MIJ to be suspended for a year while it is being reviewed. I have been in communication with Arts Union to ensure that this is carried out in a fair way to students.

FINANCES |

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



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Public Affairs Council | February 2016

March 2nd, 2016

Greetings pals! Here's the February update for all things PAC. I'm looking forward to being back in the office in March to finally get properly stuck into planning and event things!

Fringe Festival | Events

All the events, themes and venues are locked in for Fringe Festival 2016. We've got all hands on deck getting ready for fringe to ensure the EMPs, RMPS, Licensing and all that is all above board.

I'm inviting any members of Guild Council who want to volunteering and get involved with planning and setting up for these events a heads up to shoot me and email. We're working hard to make it bigger and better than before so if you have any contacts in the arts and culture scene or feel like getting your hands dirty let me know!

Fringe Festival | Finance

We have a budgeted amount of \$11,000 for all four of the Fringe Festival events. Purchase orders are starting to go out for catering, bar service, entertainment and decorations at the moment. We're running within budget as of writing this report.

Fringe Festival | Collaborations

Late last year Maddie and I met with Ted Snell and John McCarten from the UWA Cultural Precinct to work on strengthening the collaboration between the Guild's and the University's arts and culture programs. John has been a great help in getting a lot of their Cultural Precinct events to fall under the banner of Fringe Festival, Social Justice Week and Language Festival. I'm in the process of negotiating benefits for students who attend the cultural precinct events that fall under PAC themed weeks and hopefully they'll take on board some of our ideas for their student orientated events.

New Initiatives | Public Affairs Council Collective

James Prefumo the secretary met with Chloe Jackson and Chelsea Hayes to talk about a new initiative to make PAC more engaging with everyday students. The PAC Collective will be a free service where PAC gets students who sign up exclusive deals and info about upcoming events on campus and in the wider community. Sign up will be free and comes with a complimentary sticker for your campus card (attached below because the design is really really cool), and in return you get a monthly email with info and specials on club, guild, university and community events for the month.

The Cultural Precinct has been an incredible resource for us to get contact beyond those in the club scene and around the Guild. If you have any contacts please email me at pac@guild.uwa.edu.au as the more stuff we can provide to students, the better!

Finance | Expenditure & Income

There has been minimal expenditure for February. As of writing this report the Public Affairs Council has spent \$124.64 on materials for fringe festival decorations. Additional spending is expected to occur once venue confirmation is received from University Theatres and from the purchase of alcohol, liquor licensing and additional decorations. A total of \$124.64 has been spent from the Themed Weeks line item for 2016.

Communications | Emails and Mailchimp

I have decided to run a trial period of using Mailchimp for monthly PAC emails and updates. Email is the primary way we at the Guild can get in contact with clubs. Those club members who do manage to get their ERFs lodged and do receive emails often miss important information as the presentation is not the most appealing. I'm trialling Mailchimp to improve the monthly email experience for club members. Mailchimp allows me to include graphics, and format things quite nicely for ease of reading and attachment downloading. I'd also like to monitor the open rates and click rates of the emails and the email content to assess what students are interested in and how to best present information in emails.

The last email I sent received a 79.7% 'Opened' percentage, and 11.6% 'Click' rate within the email. This has helped me see which clubs are utilising their Guild emails and who probably have separate accounts that the Guild doesn't know is their primary contact. This will be something I will be raising in the next PAC/SOC meeting as important for clubs to follow up on.

Graphics | PAC Logo

Is this not cool or what? Sorry, I'm just really pleased with it. We have mock ups in several colours but I feel the blue on a deep emotional level.



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

This past month has been a busy for SOC with both the first SOC meeting and O-Day taking up a lot of time. As you will see below there have been significant progress in key projects in addition to the two events. However a couple of projects do remain outstanding and will become the focus for me and the committee over the coming weeks. I would also like to note that my VP (Sean) is back from his holiday and has thrown himself into the role with energy and enthusiasm.

Some areas where Guild Council can input in a meaningful way include:

- Cameron Hall: as part of Tenancy/SOC review of the space we are looking to identify the following:
 - Spaces or areas that can be better utilised
 - What services or types of spaces UWA and the Guild do not currently offer students/clubs
 - How we can better promote our current facilities
- Club engagement
 - How can we engage clubs as a Guild in meaningful and mutually beneficial ways?
 - How can we grow relationships between clubs, faculty societies and the faculties themselves?

ADMINISTRATION

Below I will go through the more important areas of administration SOC has gone through this past month, however I do not include the many email inquiries we deal with in this.

❖ New Club Affiliations

At the last SOC meeting the following clubs have been successfully affiliated:

- *Post-graduate Business Club*- providing support and career opportunities for non-MBA students at the Business School
- *Education Lab*- A club dedicated to tutoring high school students in STEM
- *TEDxUWA*- A club keen to run TEDx events here at UWA. I can also report UWA has given its approval for it to be the sole owner of the TEDxUWA brand!
- *International Law Club*- A club to promote international law here.

Currently I have received interest for the following clubs to go up for affiliation at the next SOC Meeting:

- HipHop Club
- Women in Oil and Gas
- Ignite Mentoring

❖ Re-Affiliations

I have had several people contact me interested in re-affiliating clubs, in particular:

- *The University Libertarian Society (ULS)*- as they have never been technically affiliated they must go up for a new affiliation process.
- *Physiology and Human Anatomy Club (PHAC)*
- *Students for Palestine* – whilst they did attend O-Day they have not completed the requirements to become an 'active' club.

❖ Secretary Training





I am happy to report that Secretary Training is now complete, withstanding a final polish by the creative team. I look forward to clubs being able to use this and thank Beth for her work here. If any Councillor would like a copy please let me know.

❖ **Executive Registration Forms**

I do not have an up-to-date number of clubs without current Executive Registration Forms, however the number has decreased with a lot of clubs becoming more active as the start of semester neared.

❖ **GSC Role and Responsibilities**

I continue to work with the staff down in the GSC to make sure they are able to deal with club inquiries and help manage both the CCZ and MyGuild.

❖ **Constitutions**

There are currently 5 outstanding club constitutions and 3 FacSoc constitutions. There are also a few clubs without a recorded constitution with the Guild. I endeavoured to follow this up last year, with some success. Sean will now be continuing this and I will keep reporting back to Council the current status of this.

❖ **Incorporation**

It has come to the attention of SOC and Chloe Jackson that some clubs have incorporated without currently informing us or following the provisions set out in the Guild Regulations. I have tasked the capable Sean to look into this, namely to:

- a) Produce a current list of incorporated clubs
- b) Help these clubs get approval by the Guild
- c) Update Guild records with this information
- d) Work with Chloe and the Governance committee to create a guide to clubs on Incorporation including all the additional compliance and personal liability they will be taking on.

I should be able to report back at the next Council meeting on this.

❖ **Mailing List**

Unfortunately I have encountered issues with the mailing list used to email clubs and have instead started using a list I can manually control and update. This has bypassed many issues with current vs past office bearers, as well as allowing me to add new clubs and other committee members to the list. I do hope to work with Kelvin to fix the clubs-announce mailing list so as to be functional throughout the next month or so.

EVENTS

❖ **O-Day**

Whilst I apologise to council for handing in my report late it has given me the opportunity to report back, at superficially, on how O-Day went.

From the feedback I have received both on the day and since clubs had a successful day with memberships exceeding last years (hard data will be coming in in the form of O-Day grants which I can report back at next Council). Additionally, the majority of clubs thought O-Day was very well organised, which is credit to the fantastic Events staff.

My role on the day was to deal with club issues, I am happy to report that no club needed to be formally warned. There were a few minor issues to do with noise level, not approved activities (waterslide), a club double booking a stall and a club not

booking a stall but expecting to be able to come. The booking issues will be resolved through the Events team.

I will do a more in-depth report for next Council.

❖ **SOC Meetings**

Firstly please note the two date changes for the third and fourth SOC meetings, in April and May respectively. This was necessitated due to those dates clashing with Guild Council meetings. I have sent out the revised dates to clubs including a new calendar for them to print. Thank you to Brad for pointing out my error.

Date	Event
17th February	SOC Meeting #1
26th February	O'Day
29th February	Semester One Begins
8th March	Club Carnival
16th March	SOC Meeting #2
14th April	SOC Meeting #3
18th May	SOC Meeting #4
1st August	Semester Two Begins
9th August	Club Carnival
17th August	SOC Meeting #5
14th September	SOC Meeting #6
19th October	SOC Meeting #7

The first SOC meeting, dubbed 'Club Induction' was held on the 17th February and had 94 clubs either attend or send apologies which is greatly satisfying considering it was held in the holidays. We covered a lot, introducing the Guild and Guild Staff, as well as going over basic compliance and club procedures. It was a long meeting but I received good feedback, SOC will be aiming to include some networking and training in future meetings.

In particular I would like to thank the following people for helping the SOC meeting:

- Chloe Jackson for coming and workshopping club identity with the clubs
- Kasey & Siobhan for taking time out of their day to go through Events procedures and O-Day
- Guild Catering for providing an excellent array of food during the break

As always, if you would like to come to a SOC meeting simply send me an email and we can arrange it ☺

❖ **Club Carnival**

The 8th of March is now rapidly approaching. We have recorded 67 registrations for club carnival with two non-club attendees, which is looking to make this a similar size or bigger to last year. I would strongly recommend all Councillors come down for the event.

❖ **Mini-Club Carnival**

Sean has kindly volunteered to take up the charge here and will be the liaison with the Business school to get this up and away.



PROJECTS

❖ **Campus Quest**

After investigating the use of dedicated scavenger hunt apps, SOC has decided it was too expensive and we did not have enough time to get it up and running. Sarah and Nick will now be coordinating the effort to have a smaller and less intensive way to engage freshers. I will be writing several recommendations for next year on how we can scale this up for 2017.

❖ **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 throughout the year. We have already gained one potential sponsor.

❖ **Sponsorship Guide**

Thank you to Elly for completing this guide, it is currently being reviewed by Chelsea from Marketing, before being given to Creative for a polish. I hope to have this sent out in the very near future.

❖ **Decorations Lease and Hire System**

This project remains on the backburner until other more pressing projects have been completed and a committee member is able to push this through the appropriate channels.

TENANCY

❖ **Tenancy Meetings/Busy Bees**

The last Tenancy meeting was on the 20th of February with a good attendance of clubs and departments. Although we would have liked to have had the tenancy Allocation policy for their approval we would prefer to have a well done policy than a rushed one, however we have highlighted this a priority. We have also finalised the Tenancy survey which should give us a good insight into how the current spaces are being used and hopefully have some ideas for the future of these.

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

❖ **CCZ: Lockers and Storage**

A full storage reallocation will be done once the Tenancy Allocation policy is finalised, as well as current storage be repaired and the new storage in the CCZ having proper keys fitted. Finally clubs are awaiting a decision from Tenancy on how they will be using the lockers, as well as the backend procedures for staff to follow.

❖ **Capital Works Allocation**

SOC has created a Cameron Hall guiding document with its ideas for both the long-term and short-term of this unique space on campus. This shall be handed over to Tenancy so that they can compile a final document to submit to SRC so that work can begin on the essential maintenance work this year and perhaps start work on a more long-term initiative.

FINANCE



❖ **Sponsorship**

This project is taking a lot more effort than expected and is therefore being prioritised in the next few weeks.

❖ **Expenses**

Whilst only stationery and a communication expenses have been charged to the SOC account as of the 24th of February, expenses incurred since the last report but not yet charged include a portion of my meeting expenses on the catering for the first SOC meeting.

Line Item	Amount Budgeted for 2016	Amount Budgeted FEB	Amount Spent JAN - FEB 2016
SOC Grants	89,000	0.00	-
Awards & Prizes	1,500	0.00	-
Sundry Activities	6,999.96	583.33	-
Meeting Expenses	2,450	0.00	-
Printing and Stationery	399.96	36.64	36.00
Communication	-	-	0.04
	TOTAL	619.97	36.04



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Women's Department | January 2016

March 2nd, 2016

Overview

The past month has consisted of preparation for the upcoming year- which is upon us remarkably quickly!

ENGAGEMENT | NUS

This month the UWA Women's Department had the pleasure of being visited by the National Women's Officer, Heidi La Paglia. Women's Collective members utilised the new 'Production Zone' facilities in the CCZ in a banner making workshop with Heidi for the rally against changes to healthcare. Heidi and collective members attended the rally the following day, at which our banner featured prominently!

Heidi and I had opportunity to discuss how plans for our Departments may align in terms of how the Women's Department can be part of national campaigns as well as how Heidi can assist our campus based initiatives and activities.

ENGAGEMENT | COLLEGES

Maddie and I were invited to introduce the Guild and ourselves before a movie night during UniHall's Orientation Week. Maddie outlined the Guild and its services and I gave a recap of consent and the support available to students through the Guild.

I look forward to events and collaboration with the UniHall ResClub, and other colleges, throughout the year.

EVENTS | O DAY

As planned, the Women's Department stall will be (wo)maned by Women's Collective members, giving away goodie bags, signing students up to our mailing list, and showing students to the Women's Room. We will be distributing our 2016 'Women's Department Pocket Guide', information on health and support services, sanitary products and contraception. Hopefully the next report will detail the success of the day!

FINANCES

	February
Actual Spend	\$178.96
Budgeted Spend	\$400.00

I will be away in Europe from the 3rd to the 21st of March, during which time my fabulous VPs will be heading up the Department. I won't be able to attend the Council on the 2nd of March so if anyone has any questions regarding my report or the Department's activities during the period I'm away, feel free to email me.

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Welfare Officer's Report
February 2016

Overview

Hello friends! Welfare has been going really well! Things are finally coming together and it's all very exciting but nerve-wracking at the same time. It's moving how many people want to be involved in the department and I'm convinced it's going to be a great year. Honestly not sure how to summarise the following, but tldr; things are gr8/8.

Fun things:

- Organising meetings with the Curtin Student Guild Education Vice-President, Sarah Franz, and the Equity and Diversity Vice-President of ECU Student Guild, Kymberlee Finn to discuss inter-university collaborations.
- Corresponded with Blackstone Wellness Vice-President regarding meditation, yoga and Pilates/other physical activities that benefit wellness.
- Student emails are difficult, but Patrice is lovely and helps a lot.
- Met up with the Student Assist team to discuss Strategy Planning and their marketing proposal for the rest of the year. Also, finally had a sit-down meeting with the rest of the Student Assist team and discussed plans. Katherine is a financial advisor and that will be really useful for students during this year (Especially since I'm spend 80% of my money on BB-8 plushies and food)
- Attended a screening of 'The Hunting Ground' (a film set in the US regarding higher institutions of study and sexual assault) and discussed possible strategies for how to improve the sexual assault/harassment policies at UWA.
- Jack sends a lot of emails. They're very long but nice. Welfare Department appreciates them.
- Emma, Lina and Laura are boss and we've got not-so-secret plans involving Student Rights, which will be really fantastic to distribute (especially to international students)
- Received and reviewed the minutes from the previous UWA LDAG meeting and contacted more HPU staff for future potential collaboration.
- Received and agreed to distribute Sleep Hygiene information documents on behalf of the 2015 PUBH3302 Mental Health Promotion Group, along with their correspondence with the Centre for Clinical Interventions.
- Received 'Healthcare Hikes' posters from the NUS Welfare Delegate, Robby Magyar, with plans to display around campus with xX_Da_Boogz_Xx
- Dennis asked in person if he could borrow the chill-out furniture for EnviroFest (to which I said yes) and then emailed me again to make it official, just in case we end up fighting about trees and then I steal all the furniture for myself, he has it in writing.
- Wasn't able to make the LGBTI Launch, but talked to Malcolm Fialho about it and the Cultural Awareness Training he had given us that week. Recommended FacSocs and Clubs take the same or similar training.
- Jack sends more emails.

- UEC wants to collab (yay! Old friends!) and we now have plans to do help their Postgrad students settle in. I've also invited Peter, Patrice and they've invited Kenneth to their event. Super pumped.
- Bothered Alex Pond a lot about designs and stickers and I feel bad because she's lovely and busy all the time, but is a goddess at doing things. Stickers and designs are finally coming together and it's very exciting. Compiled the 18 designs for the Positivity Polar Bear stickers/decals I had drafted into 5. (Thank you to all that gave feedback) Looking into quotes from different sticker companies to hand out on O-Day.
- Also did a 'Cutie Award' thing that any one of you that I see on O-Day will receive. It's a little surprise thing.
- REACH agreed to come down for Welfare Week Semester 1, so we will have a clinic on the 26th of May. They'll bring approximately 15 students and it's all very exciting.
- MACE BEARING SOUNDS FUN omg :D
- Attended the Renewal Proposal and also gave feedback on Semester/Trimester feels.
- Continuing from that... FOOD BANK IS HAPPENING! :D YAY Students don't have to worry as much about how to remain functional humans whilst studying.

Dollarydoo's:

I'm really scared about spending money, but Tom is a 11/10 person (thank you!)
 Made my first purchase courtesy of the magical Alex Pond (I don't know how she does things but they're really really cool!) for 200 x circle stickers, 90mm by 90mm – with 5 sets of artwork, so 1000 stickers in total – coming to \$560 yay :)

Conclusion

THINGS ARE HAPPENING. AHHH. :D

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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Report to Guild Council
Environment Department | February 2016
March 2nd, 2016

Hi everyone,

I've been trucking busily along. The one thing that might be worth mentioning that's not a project is my attendance at the Mental Health First Aid training on the 23-24th of Feb. It was very good - I recommend all the councillors head along if they get the chance.

Here are the major project updates:

Carbon Offsetting

Another year of offsetting O-Day, to the tune of 42 tonnes! We got NCOS-accredited offsets as per the Guild Sustainability Plan, and used the system as it will be used by clubs. It worked fine. Option should be in EMP's before long.
Spend: \$756.00 (ex-GST) [budgeted \$800] from events budget

Carpooling

Changed, because it was moving too slowly. We're going to do a promo round with free coffees for carpooling students, launching as part of EnviroFest. It's a bummer the original plan didn't work out, but the decision was that doing something half-baked was a bad move.
Spend: \$0.00

Cash for Cans

Working out possible implementation for club events, with a stall where we crush the cans, collected by party-goers for a \$1 drink voucher token, similar to what has happened at festivals like Groovin' the Moo etc. Continuing to collect feedback from clubs. Looking into getting stuff that looks nice, so that a permanent set-up will be just that.
Spend: \$0.00

EnviroFest

Looking good! It's caused me some anxiety but we got there. No animals, which is a bit sad (none were available/the ones that were were too pricey), but we'll have the BikeDr, postgrads from Oceans Institute with robots, recycled art - the usual fun stuff. Hopefully for a lot less than what we've spent in the past. First "teaser" posters are up.
Spend: \$16.80

E-Waste

Cleared out the student centre, and hopefully by the time you're reading this, Kelvin's office and the cupboards in Bob Nicholson. Bought containers for it, then found out we didn't need them - there's actually a bin serviced by SITA already in place. Fortunately the containers will still be useful for Cash for Cans.
Spend: \$49.50

KeepCups

Inventoried existing stock - 280 full cups and a few extra pieces are what we have left. Simplified previously super confusing system for how they were purchased. Facilitating FacSocs/Colleges in purchasing them - 2 colleges have already bought them for their incoming students. Looking into next purchase, probably during March or April, pending FacSoc interest.

Spend: \$0.00

Promotional

Getting a banner to bring us in-line with the modern guild look (less hippy, more hipster). Our creative team are the best.

Spend: \$230.00 (ex-GST)

Urban Orchard

Test growing seems to be going well, so will move to step it up back into the full thing over March, with planting beginning as the weather cools down. Also investigating expanding the orchard a LOT in collaboration with botany students, using a space outside the botany annexe. Seems like a project that has some real potential, and hopefully will be fully-funded by the uni if things go to plan.

Spend: \$0.00

Website

Updated to be actually useful and informative. Yay!

Spend: \$0.00

That's all folks! Hope you're doing well. Let me know if you wanna chat about Enviro stuff, or anything else. That mental health first aid course was some real business.

Take care of yourselves.

Sincerely,
Dennis Venning

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International Student Services Department
February 2016

Overview

The International Student Services (ISS) has started yet to hold its first official meeting. Many members are still overseas and are returning to Perth. Nonetheless, ISS has held and has started planning activities.

The Multicultural Week (MCW) committee has also been working closely together with the ISS committee. In previous years both have been separate entities without proper oversight. By planning and executing activities together, we hope to bring MCW back into the Guild and provide a proper infrastructure for the committee.

Lighthouse

Unfortunately the Semester 1 edition of Lighthouse was not able to be sent to print due to time constraints of the Editor. We have currently started the planning for Lighthouse Sem 2 and will be bringing back a completely revamped Lighthouse. We hope to have the revamped Lighthouse serve as the definitive International Student Survival Guide.

MCW

The Multicultural Week committee has begun planning for the year's events leading up to Multicultural Week in Semester 2. Their budget has been reviewed and they are currently working on their Logistics for the year, such as registration forms, email templates and layouts. In addition, MCW has begun contacting previous sponsors and is also revamping their sponsorship package.

Events

A free sausage sizzle was held on Oak Lawn in conjunction with Unistarts International Student Expo on the 22nd of February. The event consisted of a sausage sizzle and a small booth where International Students could chat or ask for help. The event was largely a success and the catered for number was accurate.

Welfare

The International Welfare department helped staff the International Drop In Centre and "Chill Out" zone over O-week. In addition, the department will be holding an International College Welcome on the second week of semester at one of the colleges. A plan has been drawn up and includes Student Assist officers and some Guild personnel coming down to talk to students as well as free food and drink.

Finance

The Free sausage sizzle was budgeted for \$200 and only \$153 was spent. The event was under the budget.



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[WASAC] Department | February 2016

February 24th, 2016

Bicycles for Humanity

On Sunday the 14th of February was the launch of Bicycles for Humanity new workshop program which is scheduled every second Sunday of every month in 2016. WASAC had fantastic representation on the day and wish to continue our progress with Bicycles for Humanity.

O'day

WASAC have worked hard in organising the O'day trying to brainstorm new ways on how to interact with students so we can encourage them to engage with WASAC for 2016. Our memberships are a key focus on O'day as this allows us to see what direction and pathway we need to provide so our new members and current can experience new opportunities at UWA in 2016.

Envirofest

WASAC is excited to be participating in the 2016 Envirofest at UWA. This is a good opportunity to promote our partnership with Bicycles for Humanity as WASAC supports the purposes and principles of Bicycles for Humanity.

Naming of the old Café

Been given the opportunity to assist Guild in naming the old Reid Café with an Indigenous name has excited WASAC and the Indigenous student body at UWA. WASAC brain stormed on what the café would represent for both non-Indigenous and Indigenous students. After highlighting the areas of education, learning, seek wisdom and safe place we visited a local elder who incorporated the words together in Noongar language to get "Mandalup" which means "a place of gathering and socialising". WASAC is very happy with the outcome as it best represents the place and meaning of the cafe.

UN State Conference

It's only 3 weeks to go and 125 high school student have registered to attend this conference. WASAC has been able to register mentors which will help direct and guide the workshops during the Conference. Looking forward to seeing the outcome on the 13th of March.

No Cost in February



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Hello everyone,

Committee business

The PSA committee and I have attended a wide variety of training sessions provided by the student guild ranging from student leadership and event training to cultural awareness training. Everyone who attended reported back that these training sessions were immeasurably useful both personally and professionally.

I attended the supervisor induction day that is run by the graduate research school for academics that are new to supervising at UWA. I have a number of suggestions on what we can include into this training for supervisors that will be brought back to the graduate research school and graduate education office. This will be brought to a meeting with the graduate education office on Tuesday 23rd of February.

I met with the convocation engagement subcommittee along with my research VP and off campus officer. Originally I had planned just to get convocations help in running talks for postgraduates to engage more with industry by presenting research however it is clear that a good relationship between convocation and the PSA is going to be clear in offering a lot of opportunities to benefit the postgraduate students. This subcommittee also provided me with a fantastic list of places to start working on improving industry and postgraduate engagement.

Work has begun on the new PSA postgraduate welfare handbook now that our equity officer has returned. I have even located past handbooks produced by the PSA that go back near 30 years which is very exciting.

Representation

Over the past month I have worked closely with the UWA guild student assist team so that they are better able to deal with postgraduate issues. A large proportion of my time is spent dealing with individual student issues and while many are unique to the student having the student assist people know who to send to me or the graduate research school will greatly help deal with some of this. There is also an information gap where postgraduate students are not always aware of what services the guild can offer them or other areas of the university. To this end I have invited the student assist

team to attend the March connect where they can talk to students and hand out information booklets about the services they provide. If this goes well there will be further opportunities for services within the universities to be invited to a connect event and help inform postgraduates what is available.

I also attended the Board of Graduate Research Studies where they have decided to start moving to digital handling of many processes which is very exciting. I also had the opportunity to meet Kate Wright who will head up the graduate research school and from what my colleagues at Curtin University tell me this should be a fantastic opportunity to get some new programs going for the postgraduate students at UWA.

I have met with the Graduate Research Education Officers where we discussed how to better provide services to the postgraduates at the Albany campus as well as the possibility of an online unit for all HDR students that will inform students of their rights and responsibilities as students. I will be working with them and my VP (Research) on this project.

I finally I have spent the last month working alongside the Guild and the NTEU in relation to the renewal project.

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.

10am-11am Ref Courtyard

Monday 29th: Arts

Wednesday 2nd: Business and Law

Friday 4th: Engineering

Tuesday 8th: ALVA & Education (Nedlands campus)

Thursday 10th: Science

Presidents & ed reps/postgrad reps of Fac Socs are welcome to join us but so as to not overwhelm new postgrads we will limit numbers to just that.

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

Date my degree (wine & cheese night)

Our first ever Date My Degree night is scheduled for the 23rd of March. This event will be a form of speed friending where participants will rotate around the room and have to explain and promote what it is they study in 1 minute. This event is in aid of getting students to think more about how they explain their research and work and are able to advertise themselves in an informal one on one manner. A reward for participating will be a wine and cheese tasting night.

Financials

Connect: approximately \$690 (less than usual due to the lack of venue hire)

O-Day: \$229 slushie machine

Awards and Grants: \$6000 (joint PSA/convocation travel awards)



Guild/College Meeting/Social Mingle

- College/President's meeting with Maddie was successful, created a clearer understanding of both parties' as well as channel of communication
- Post meeting social brought Guild and College reps together, feedback from the event was positive, brought relevant parties in contact with each other
- Established monthly meetings between College presidents with myself and Maddie

Fresher Festival

- It was highly successful, well attended event, attracting over 600 residents and college staff
- A high point for the event was our ability to retain residents throughout the course of the morning and funnelling them towards the post dance entertainment, rather than losing engagement
- Residents used the event to segue into the UWA O-day festivities
- Minor setback of hired equipment breaking down, however the department/UWA has been credited with a voucher for the item for future events

Strategic Meeting

- Maddie and I will be meeting with Chris Massey on the 23rd of March to discuss the RSD's future, as well as the continuing direction of the colleges residential clubs
- Aim to include the RSD and College presidents in the strategic decision making level of college row

Upcoming Events

- Semester 1 Tav Show (23rd March)
- RSD Quiz Night (7th March)
- RSD Ball (14th May)

Finance

- Expected: \$2550
- Actual \$2550

Kind Regards,
Shyaam Patel
RSD President





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Overview

We have chosen our 2016 beneficiaries: Headspace, Foodbank WA, Tiny Sparks, StarKick, and Bicycles for Humanity. The first 3 we will be giving approximately \$10,000, and the last 2 will receive approximately \$5,000. We have begun our Facebook announcements of these charities, and are planning our media release schedule for the next 3 months.

We have been planning our engagement for the first few weeks of class, including our merchandise for O-Day and a schedule of lecture bashing for first year classes. We have also begun planning an event for March 18th in the tav, which will double as an event for Prosh Alumni, with an auction of old newspapers, and turn into a party more targeted to students from about 8pm.

The Prosh day concert is being moved to the Northbridge Piazza this year, as neither Forrest place nor Elizabeth Quay are available this year because of school holidays activities.

Writer's nights will begin on Tuesday 1st March, running for the 4 weeks until layout weekend. We have arranged for diversity training before the second writers night; 4-6pm on 8th March, with Malcolm from the Equity and Diversity office.

Finances

Actual Spending Feb | \$

- T-shirts \$2300.00
- O-Day Stall \$55.11
- Facebook Sponsored Posts \$35.00
- City of Perth Application Fee \$90.00

Budgeted Spending Feb | \$

Actual Events | 1

Budgeted Events | 1

Unusual discrepancies | 0



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Relay@UWA | Feb 2016

Overview

We decided to re-brand, moving away from Relay@UWA to Relay For Life UWA – to be more in line with the Cancer Council WA. This also included developing a new logo!

Our first committee meeting was held on Wednesday 24th, focussing on O-Day and Club Carnival planning, as well as registering our committee with the Cancer Council.

Our vision for the year is to explore new ways to fundraise, other than through our clubs and Fac Socs – who provide much of the spirit but less of the financial contribution to the event! We are aiming to organise fundraisers specifically for UWA student teams to take part in (with the funds going to their team), but more importantly to also expand to benefit from the so far underutilised members of the UWA community – e.g. staff.

Committee members were liable for the cost of their new committee shirt, however these came in over budget and as such I decided to subsidise that extra \$5 per person from our budget.

Finances

UWA Student Guild Budget Remaining | \$3,000

Actual Spending Feb | \$106.11

- O-Day stall \$55.11
- Committee T-shirts \$75
- Badges \$30

Budgeted Spending Feb | \$200

Actual Events | 1

Budgeted Events | 1

Unusual discrepancies | 0



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Guild Chair Report | February 2016

Meetings

- Governance Committee Meeting (28/1), 2/3)
- Guild Regulations Meeting (10/2, 2/3)
- Graduation Working Group Meeting (29/1, 19/2)
- Graduation Focus Group Planning (2/2)
- Student Leadership Training (2/2 – 3/2)
- Graduation Student Focus Groups (16/2)
- Chair Training (16/2)

Graduation Working Group

As one of the councillors continuing from the 102nd Guild Council, I became the Student Representative on the University's Graduation Working Group, charged with changing the timings, structure and format of the ceremonies, mainly to reduce costs.

On 16th February, we held two student focus groups with Faculty Society Presidents and other student representatives, including the ISS Director and Women's Officer. Brenda Tournier and LeeAnn Foster from Alumni Relations led the discussions, keeping questions broad. We wanted feedback from students about why they would or wouldn't come to the ceremonies, what they liked, and what they wanted to see in order to celebrate their degree. From here, we'll be making an online survey for 'normal' students to participate in which will be a lot less broad, seeking confirmation about some issues we will pursue.

We will be testing out a number of small changes at two ceremonies this round (3rd and 8th March), including shortening of speeches and some administrative changes. Our meetings will continue throughout the year to plan the changes that will occur in the September round, and the December round (from students finishing in November, 2016). At this stage, in the September round we will be having more than one ceremony on a day, and will test Saturday ceremonies. More information will come to Council as it happens.

Guild Regulations

At our first Governance Committee meeting this year, we decided to maintain our monthly Governance Meetings, but also have fortnightly Guild Regulations meetings, due to the significance of the project. At the moment, we are confirming internally the form the document will take, most likely opting for a 'skeleton' format outlining responsibilities of each 'area' (e.g. subsidiary council, department), with direction to an external document (e.g. policy, rules, terms of reference) for operational matters. At the moment, we are reviewing individual sections and testing their relevance and accuracy.

Governance Committee

We had our first meeting last month, where we overviewed our priorities and delegated tasks to the committee. On Governance's radar at the moment is the tightening up and writing of Department Rules, NUS KPI updates, Statute Book reorganisation, In-Camera Minutes Policy and the continued updating of the Guild Policy Book, which contains the Guild's stances.

If you have any questions, queries or concerns, please email me at chair@guild.uwa.edu.au.

Many kind regards,
Lucy Moyle