



**UWA STUDENT GUILD**  
The University of Western Australia  
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**GUILD PRESIDENT**  
**Guild Council Report**  
04/10/2017

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## INTRODUCTION

Megan Lee is going to be the 105th Guild President.

## MEETINGS ATTENDED

*Please note that this is not a full list of all the meetings that I have attended. I have only included the main one's worth noting to Council.*

Date	Meeting	Description
24/08/17	Referendum Committee	Regular Guild Committee meeting.
24/08/17	Chair of Academic Board	Confidential.
24/08/17	Refectory Planning	Update on progress.
24/08/17	Alumni Volunteering Event	Briefing for panellists.
29/08/17	Student Experience Team	Talking about what we (as students) do and don't like.
25/08/17	Education Council President	Weekly meeting.
25/08/17	Convocation	Strategic Planning.
26/08/17	Volunteer Leaders' Summit	Panellist.
28/08/17	Executive Management Committee	Regular Guild Committee meeting.
28/08/17	International Student Barometer (ISB)	Presentation of results.
28/08/17	Senate Ordinary Meeting	Regular meeting.
28/08/17	Senate & Guild Dinner	Opportunity for Senators and Guildians to meet with each other over fancy UniClub food.
29/08/17	Guild Staff Meeting	Bi-yearly Guild staff update.
29/08/17	Hames Sharley	Update on Refectory timeline.
29/08/17	Education Council	Monthly meeting.
29/08/17	Governance Committee	Regular meeting.
29/08/17	Guild Council	Monthly meeting.
31/08/17	Mounts Bay Sailing Club	Learning about facilities and services available for hire.
31/08/17	Chief Information Officer	Lunch and tour with new CIO for the University.
01/09/17	Education Council President	Weekly meeting.
01/09/17	University Library	Tour of the new Meddett Library.
01/09/17	Director of Campus Management Interviews	Interviews.
04/09/17	RSD	Planning for RSD discussion with College Principals
04/09/17	Guild Servers	Deciding how the Guild's server infrastructure will work.
05/09/17	Marriage Equality YES Campaign	Campus stakeholder meeting.
06/09/17	Convocation Council	Monthly meeting.
07/09/17	Strategic Resources Committee.	Special meeting to discuss strategic plan.
07/09/17	Deputy Vice-Chancellor (Education)	Regular meeting.
07/09/17	UWA Collegiate System	Refreshed Education Strategy – seeking feedback from Guild.
08/09/17	Senior Deputy Vice-Chancellor Short-listing	Short-listing.
08/09/17	Ursula Frayne Catholic College	To provide leadership seminar to student leaders.
09/09/17	Podiatric Medicine Students' Society	To have fun.
11/09/17	Student Life	Regular meeting with Director of Student Life.

11/09/17	Guild Volunteering Camp Approval.	Camp approved.
13/09/17	Director of Campus Management Interviews	Interviews.
14/09/17	University Library	Regular meeting.
14/09/17	Tavern Artwork	To provide feedback on design.
14/09/17	Student Consultative Committee	Regular meeting.
15/09/17	Convocation Ordinary Meeting	Update on Guild's activities over the whole year.
15/09/17	Ibiza	Good event. Got Kent Anderson to commit to moving it to Riley Oval.
20/09/17	UniAccess	To discuss feedback about UniAccess
20/09/17	Academic Board	Regular meeting.
21/09/17	Reid Capital Planning	Weekly meeting.
22/09/17	Director of Campus Management Interviews	Interviews.
26/09/17	Executive Management Committee	Monthly meeting.
26/09/17	Guild Tour	To provide tour of Guild spaces with University Library staff.
26/09/17	Alumni Fund Grants – Round 2	Awarding of Alumni Fund Grants.
27/09/17	Guild Ball Crafternoon	Making decorations for Guild Ball.
27/09/17	Associate Director Maintenance & Operations Interviews	Interviews.

## PROJECT UPDATE

### 105<sup>th</sup> Council

Congratulations to the newly appointed 105<sup>th</sup> Council. Over the next two months a lot of my time will be spent providing the President-elect with an extensive handover. I will also be developing a more formal handover pack and Guideline to ensure that appropriate information and skills are consistently transferred between each year.

A number of projects will be transferred over the Megan as the year comes to an end. The plan is to keep the engine going without any intention of slowing down. I will begin on laying the groundwork for delivering on promises made for 2018 so that they are (ideally) completed within Megan's term.

I will also be looking to assist Megan Lee in beefing up the student representative training and making the training compulsory so that the student reps are well prepared before the commencement of their term.

### Refectory Update

The construction of the Refectory will begin in the coming few months and should be completed by the beginning of Semester One, 2018. I am very sad I won't be able to cut the ribbon, but at least it will finally be done!

### ISB Results

We recently received the results from the ISB survey. Main thing to note is that the Guild received an above average rating of satisfaction as well as the PSA. UWA was also recognised as being the top in all of Australia for social activities on campus.

We are still lagging on our desired rating for food and drink on campus – which might be attributed to the inactivity of the Refectory for the first half of the year. However, with the new Ref next year, we can expect for ratings to increase dramatically, given efforts are made to keep prices low across Guild-run outlets.

### Marriage Equality Campaign

I recently met with the other Guild Presidents within WA to discuss a strategy to get students voting YES in the Marriage Equality Plebiscite. We discussed many different strategies and action items that have been communicated to our Pride Officers for implementation.

The aim is to make it as easy as possible for students to submit their ballot paper and to also show public support for the YES campaign. Depending on when you are reading this report, you may have noticed that the Guild Logo has changed in response to the plebiscite and we are pushing for the University to do the same.

### Exam Schedule Structure

During my meeting with UWA's Exam Team, I received push back in responding to the dissent to the new structure that was conveyed in the survey. This was due to a number of logistical reasons that needed to be resolved – mainly limited suitable venues and risk mitigation. The survey results were then circulated to other key members of the University Executive.

At the recent Student Consultative Committee meeting, it was noted that the Student Experience team of the University is developing a long-term strategy and responding directly to the clear dissatisfaction in the current structure. I am not optimistic that there will be any significant changes for this year, but I have been notified that strategies will be put in place for this semester as the team works on the long-term solution.

Many members of the Executive communicated their appreciation for the survey results and how the comments and results revealed a lot of interesting data that have led to well-informed action items.

### 2017 Areas of Focus

Over this month I have had to make numerous presentations to various stakeholders. I have mainly talked about how I have had three key areas of focus over this year, which I have included for you below:

	<p>BUILDING RELATIONSHIPS</p>	<ul style="list-style-type: none"> <li>• UNIVERSITY – THE PARTNERSHIP</li> <li>• STATE GOVERNMENT</li> <li>• GUILD ALUMNI NETWORK</li> <li>• GUILD DEPARTMENTS</li> <li>• CONVOCATION</li> <li>• STUDENTS</li> </ul>
	<p>OPERATIONAL EXCELLENCE</p>	<ul style="list-style-type: none"> <li>• NEW INVENTORY SYSTEM</li> <li>• DELOITTE AUDIT</li> <li>• NEW STRATEGIC PLAN</li> <li>• AUDIT &amp; RISK COMMITTEE</li> <li>• GUILD MASTERPLAN</li> <li>• CAPITAL EXPENDITURE PLAN</li> </ul>
	<p>STUDENT REPRESENTATION</p>	<ul style="list-style-type: none"> <li>• THE PARTNERSHIP</li> <li>• COMMUNICATION</li> <li>• RESTRUCTURE</li> <li>• TRAINING &amp; SUPPORT</li> <li>• CONSISTENCY</li> </ul>



2016	2017
813 EVENTS	778 EVENTS
1,100 CASES THROUGH STUDENT ASSIST	1,200 CASES THROUGH STUDENT ASSIST
\$50K FOR PROSH	\$55K FOR PROSH
142 CLUBS & SOCIETIES	169 CLUBS & SOCIETIES
11,000 READERSHIP	15,000 READERSHIP
35K VOLUNTEERING HOURS	19K VOLUNTEERING HOURS
1,700 STUDENT LEADERS	2000 STUDENT LEADERS

### The Guild's Strategic Plan

The development of the Guild's strategic plan is almost done! I will be seeking Council feedback at the upcoming meeting and after broad endorsement the document will be sent to design and will then be reviewed by the Guild's Audit & Risk Committee. The final document will then back to Council at our last meeting for the year for ratification.

The Strategic Plan will require the development and revision of 4 new more detailed strategic plans that outline how the four strategic priorities will be addressed over the next three years.

### Guild President Responsibilities

This year I have counted that I sit on 46 committees, on top of running the Guild and replying to emails. As the role currently stands too much dependence is placed on the Guild President and there is a significant need to redefine responsibilities to maximise efficiencies and oversight. I will be working with Megan Lee and Jack Looby to develop a solution that will reduce the workload of the Guild President and have additional responsibilities redistributed appropriately.

## ACHIEVEMENTS TO DATE

- Panel member for Senior Deputy Vice-Chancellor & Associate Director of Maintenance & Operations.
- Secured discounts for clubs and societies with the Mounts Bay Sailing Club.
- Recognised amongst International students as being one of the top student-run organisations in the country and #1 for social activities on campus.
- Successfully advocated for refurbishment of 1<sup>st</sup> Floor of Reid Library.
- Improved process for communication with all students.
- Launch of Guild Alumni Network.
- New Guild-run Pasta e Insalata.
- Approval of Refurbished Refectory.
- Protected Commercial operations of the Guild.
- Worked with the Future Students Department to introduce a new central phone number for UWA for absolutely any enquiry.
- Extended opening hours for both Library and cafes over examination period.
- Secured student co-leads on the University's Refreshed Education Strategy.
- Introduced a cross-campus discount for Guild members.
- Guild installed and benefitting from Solar Panels installed over at Business School.
- Raised over \$50 000 for PROSH.
- Introduced Utopia to the Refectory.
- Introduced a Course Questionnaire for future students to assist in choosing the right degree for them.
- Became a member of the interviewing panels for Director of Student Experience, Deputy Vice-Chancellor (Education), Chief Information Officer, Chief Finance Officer, Director of Campus Management.
- Pushed for more recognition of significant cultural events through UWA Social Media.
- Overhauled menus at Guild Catering outlets.
- Established a GO8 Student Advocacy Group.
- Ran the most successful ODAY to date.
- Delivered the best schedule of events for Orientation Week.
- Secured approval of an all ages and alcohol-included ODAY Festival.
- Added a link to donate blood on the home page of UWA's Student Connect.
- Rolled out the Service Learning Unit for Guild Officer Bearers.
- Secured 50% SSAF for the Guild.



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VICE PRESIDENT  
GUILD COUNCIL REPORT  
26/09/2017

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## SUMMARY

*This month has been dominated mostly with Guild elections and ad hoc student support. I hope everyone is proud of their work so far this year and continues to push through until the end of the year.*

## MEETINGS ATTENDED

*Meeting Types (Guild Committee, University Meeting, etc). List meetings attended and dates of meetings. Provide a brief description of the purpose of the meeting.*

Date	Meeting	Purpose
31/08/2017	Parking Appeal Panel Meeting	Review parking fine appeals.
06/09/2017	Parking Appeal Panel Meeting	Review parking fine appeals.
07/09/2017	SRC Meeting	Review Guild Strategic Plan.
26/09/2017	Executive Management Committee Meeting	
26/09/2017	Corporate Services Meeting	

## PROJECT UPDATE

### Corporate Services Committee Meeting

New server project going ahead. Capital investment purchase approval will be coming to council very soon. In addition, we're researching new options for the Second-hand Bookshop online software that will allow greater functionality including online purchasing and postage capability which will allow students in Albany to purchase books from main campus.

The new server will allow us to have a more secure off site backup system, better digital archiving processes and of course allow us to run a swish new website which will be the next project moving forward.

## ACHIEVEMENTS TO DATE

- Successfully negotiated with the university to commit to a year-long contract with Lifeline, hire another counsellor and investigate a partnership with SARC to support students who may be revictimized by the soon to be release Respect. Now. Always. Data.
- Secured new members for the MASA Committee.
- Successfully carried out my short stint as Guild President.
- Successfully picked another banger Guild Ball theme for a third year in a row.
- Secured a potential tender for the new Guild Shop software.
- Got a new club printer that prints in colour and approved expenditure for 'tape and pay' software for clubs.
- Successfully advocated for a new student portal and landing page for orientation that is an improved version of unistart.
- Ran a sit in against sexual violence on campus.

## DISCUSSION TOPICS

None at this time. I hope everyone survived elections and are ready to get back to business!

Regards,  
Megan Lee  
104<sup>th</sup> Vice President  
[vp@guild.uwa.edu.au](mailto:vp@guild.uwa.edu.au)





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**EDUCATION COUNCIL PRESIDENT**  
**Guild Council Report**  
September 2017

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## MEETINGS ATTENDED

Date	Meeting	Purpose
29/08/17	Education Council Meeting	Monthly Meeting
30/08/17	Guild Council Meeting	Monthly Meeting
04/09/17	University Handbook Reference Group Meeting	Consultation on new UWA Handbook website
06/09/17	Student Resilience Initiative	Project planning of new Mental Health and wellbeing survey being rolled out for students in conjunction with UWA School of Psychology and the Office of Student Life
07/09/17	Meeting with Grady Venville (Dean of Coursework Studies/Acting DVCE)	Monthly meeting
13/09/17	Mentoring Project Governance Group	Monthly meeting to discuss Mentoring project as part of the VC's Refreshed Education Strategy
14/09/17	Student Consultative Meeting	Monthly meeting
20/09/17	Academic Board Meeting	Quarterly meeting – passed new University Policy on Lecture Capture. Details below

## PROJECT UPDATE

### Guild Elections and Handover

This month was a busy one with elections, but I will be starting handover with Conrad soon and have started wrapping up some of the year's projects over the next two months!

### New Lecture Recordings Policy

At the Academic Board meeting this month, we brought the proposed changes to the Lecture Recordings Policy. After discussion with staff voicing their concerns over autonomy over their learning but balanced with our concerns for more consistency for students and being able to accommodate watching lectures online to balance study with other commitments, I am proud to say that the policy has now been amended to say that only in exceptional circumstances can a unit coordinator choose to not record their lectures, and if that is the case these circumstances must be clearly communicated to students in the unit via LMS and to the Associate Dean of Teaching and Learning in the faculty.

### Student Resilience Project Update

There will be a survey we have been working on which will be going out over the next few weeks regarding student wellbeing as part of the project that Tyson and I have been working on with the team from the School of Psychology. We will also be making a video involving members of the University Executive, staff and students to pitch the project to students that the university is finally prioritising mental health and taking action to ensure student wellbeing is put at the forefront within faculties.

### FacSoc Guide

As part of this year's effort to make Education Council meetings more meaningful and have more knowledge sharing between the Faculty Societies, we will be compiling notes from each month's theme to create a 'FacSoc Guide', which will include things like events, engagement with certain groups of students, how to expand certain portfolios and work best with the University. This will be ready for the incoming committees' benefit during handover period.

Warm regards,

Lina El Rakhawy

*Education Council President*  
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## ENVIRONMENT DEPARTMENT

04/10/2017

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## MEETINGS ATTENDED

Date	Meeting	Purpose
Sep 7	Volunteering	Review of Matilda Bay Clean Up and getting volunteering hours recognised for students.
Sep 13	Conservation Council of WA	Monica Fitz from CCWA expressed her keen interest in being involved with the Environment Department. Discussed further involvement and

## PROJECT UPDATE

### Enviro Week

Enviro Week's small scale events were very successful, with the help of UWA PAW and the Conservation Council of Western Australia. We had a good turn out from students, especially for our Matilda Bay clean up despite the weather. Volunteers managed to collect 10 plastic bags full of waste from the surrounding area.

### Conservation Council Film Night

Film night for a Frack Free Future will be tentatively held on October 29<sup>th</sup>, which will feature guest speakers following the film. The film promotes the damages of fracking to our natural environment and the CCWA has active petitions to urge the government to ban this practise in our state.

### Recycling Reverse Vending Machine

I have enquired about getting a 'recycling reverse vending machine' on campus. Similar to what the State Government has planned to introduce for 2018, a cash-for-cans system. Rewards can be monetary or discounts to Guild Outlets.

Regards,  
Sean O'Leary  
*Environment Officer*  
environment@guild.uwa.edu.au



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Chair of Council and Governance Committee  
**GUILD COUNCIL REPORT**  
03/10/2017

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## SUMMARY

September was a mixed month for Governance with many members having more pressing priorities. Nevertheless, I would like to highlight the hard work that Sean has been doing for the committee on the RSD Rules.

It is likely that the 105<sup>th</sup> Guild Council will have to undertake a review into the Guild Electoral Regulations to investigate ways of overcoming the flooding of the ballot, the value of broadsheets and other issues raised by the WAEC.

## PROJECT UPDATE

### Statute 20

*Updating Statute to be consistent with UWA Act and SSAF Legislation. Thoughts of governance has been collected.*

### Protest Policy

*A policy to aid Council both decide when to protest and the reporting back to Council afterwards. Finished first draft – governance discussion pending.*

### Pelican KPIs & Media Control

*A policy to guide the Pelican Editors in the expected outcomes of their tenure, as well as a document governing their limitations and the powers of the Guild as the publisher. Drafting.*

### PSA & President KPIs

*Specific KPI's for each of the paid positions relating to their specific duties.*

### Office Bearer KPIs

*Broad KPIs for all non-paid Office Bearers to act as an accountability mechanism.*

### Department Rules

*RSD: Drafted – awaiting final consultation*

*Ethnocultural: Drafting*

*Volunteering: Pending.*

### Discipline Procedures

*This is currently sitting the Governance Committee to review.*

### Policy Book

*Conducting an overhaul to ensure the policy book is relevant and up to date. It is currently awaiting Governance review and some decisions about how the policy book is to be managed.*

### Template Department Rules

*Pending.*

### Proxy Guide

*A guide for proxies and the Councillors they are proxying for.*

### Albany Department Guide

*This is the outcome of the meeting with the Albany Committee, this document will cover the responsibilities and powers of the Albany Committee. It should hopefully act as a handover document as well as a trouble-shooter for the committee.*

### Standing Orders

*I hope to do a final revision of the Standing Orders as a gift for the next Council to ensure the next Chair has an easy run of things. If you have any suggestions please let me know.*

### Guild Regulations

*Work continues on this, I apologise to Council for how long this has extended but I hope to have something to present at the next Council meeting.*

## ACHIEVEMENTS TO DATE

- Delegate Report Template – a template for student representatives who are sent on conferences or talks to report back to Council
- Updated Statute Book
- Consultation of Guild Regulations
- Resolving Sports legacy
- NUS KPI Report
- Access Rules
- Proxy Code of Conduct
- Standing Orders
- PSA Honorarium

## DISCUSSION TOPICS

1. If you have any questions, queries or concerns about the Regulations please let me know as soon as possible!
2. I would encourage all OB's to check their obligations for elections as we enter the autonomous Department election and sub-council committee election season. Please get in contact if you are unsure 😊

Kind regards,

Jack Looby  
Chair of Guild Council





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Tenancy Chair  
**GUILD COUNCIL REPORT**  
03/10/2017

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## SUMMARY

September was a productive month for Tenancy with many projects coming to fruition and a sense of momentum heading into the final stretch of the year. Apart from the projects below the Tenancy Committee has been continuing its day to day administration of tenant spaces including: ordering keys, submitting work orders, following up storage and clubroom tenancy agreements and resolving queries from tenants. Of note there is a proposal to place bookshelf in the corridor outside of UCC which would mean replacing some of the desks.

**Please note the next Tenancy Busy Bee is on the 21<sup>st</sup> of October, please consider help cleaning up the Student Rep Room and Student Storage in preparation for handover.**

## MEETINGS ATTENDED

Date	Meeting	Purpose
30/8	Tenancy Meeting	Committee Meeting
30/8	Access/Ethno Room Meeting	Discuss usage of newly allocated space
2/10	Tenancy Meeting	Committee Meeting

## PROJECT UPDATE

### General Administration

*To ensure that good record keeping is kept I have started to make spreadsheets that can be updated year to year, whilst saving the data from previous years. This will help handover and transparency by setting a standard.*

### Key Audit

*The Tenancy Committee is tidying up the key system by first conducting an audit of all keys the Guild has, both in GSC and Guild Finance. This will help inform the Tenancy Committee on what keys need to be cut and what locks need replacing. It shall also enable us to start keeping a record of their usage.*

### Key and Room Access Policy

*This policy shall govern who can access what keys, how clubs are given keys, who is responsible for any loss of keys and who should have access to rooms. It is in a final stage of drafting.*

### CCZ Locker Policy

*A policy to allow some of the lockers to be allocated to clubs for storage of small materials (eg money box and banners). It is in the drafting stage.*

### Tenancy Agreement and Tenancy Allocation Policy

*Some minor alterations are being made to make sure there is a greater clarity and transparency in both agreements and allocations. Drafting stage.*

### Work Order Administration

*To help tenants submit work orders and to allow the Tenancy Committee to keep track of work orders better we have set up an online submission form. We hope this shall address the ongoing issue of work orders not being completed by giving us more information to follow up on. The Tenancy Committee is keen to ensure we remain the buffer between clubs and Campus Management.*

### Capital Works

*The Tenancy Committee has received a quote to sand and polish the floorboards in multiple club rooms where wear and tear has been especially high. The cost of this is around 10 thousand dollars which will mean it will be a recommendation for the 105<sup>th</sup> Council to commit to. This*

*work should be done as a part of regular maintenance and must occur during the holidays due to the scale of the work and impact on tenants.*

### **Cleaning and Tidiness**

*The Tenancy Committee is also addressing the issue of tidiness afflicting the CCZ and Top Floor by reviewing our cleaning contract and investing in bigger, and better marked bins.*

### **ACHIEVEMENTS TO DATE**

- Tenancy Allocation
- Storage Upgraded
- Storage Allocation
- Refurbished multiple club rooms
- Online Complaint form
- Revamp of Tenancy page on Guild webpage

### **DISCUSSION TOPICS**

#### **TENANCY BUSY BEE – 21<sup>st</sup> OCTOBER**

Please come to this if you can, I would like to clean out the Guild Offices to give the new Council a fresh office to begin their term 😊

#### **Queries**

If you have any questions, queries or concerns about Tenancy please let me know XD

Kind regards,

Jack Looby  
Chair of the Tenancy Committee



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## International Students Service Director Guild Council Report (September Report)

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## INTRODUCTION

*ISS has been pretty quiet in the month of September, largely focusing on execution of our social events (Rottnest Island Trip and Horseback Riding) and welfare Study Pack Giveaway.*

## MEETINGS ATTENDED

- nil -

## PROJECT UPDATE

### Social

- Rottnest Trip – 26/09/17, Fremantle to Rottnest and vice versa.
- Horseback-riding – 29/09/17, Trail Riding (Neergabby).

### Welfare

- Study Pack Giveaway – 11/09/17.

## FINANCES

### Social

Rottnest trip: **\$5,192.00**

- 88 x Concessions \$3,432.00
- 88 x Bike Rental \$1,760.00
- Total (inclusive of GST) \$5192.00

Horseback riding trip:

- Bus \$500.00
- 24 Tickets \$1,008.00
- Total (inclusive of GST) \$1,508.00

Total spent by Social in September (Inclusive of GST): \$6,700.00

### Welfare

None spent by Welfare

Regards,  
Darryl Loke  
2017 International Students Service Director  
iss@guild.uwa.edu.au



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[PORTFOLIO NAME]  
GUILD COUNCIL REPORT  
DD/MM/YYYY

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## SUMMARY

PAC committee is currently organising fringe week in week 12. We are going to have multiple events run by clubs on one day. We have had a huge expression of interest from clubs and also have Kasey and Liam helping with logistics. We are still sorting out the finer details so confirmation for exactly what events and the budget has not been completed. We are also sorting out guild ball awards and the final budget of the year.

## MEETINGS ATTENDED

Date	Meeting	Purpose
13/09	SOC/PAC Meeting	Monthly meeting with clubs to keep them up to date.
31/8, 07/09, 14/09	PAC Committee meeting	Weekly meetings to start organising Fringe Week.

## PROJECT UPDATE

### Fringe Week

*Timeline: Currently finalising all clubs to be involved. Liaising with them on specific events. Kyle (PAC VP) confirming live acts.*

*Partners Pride Department, Creative Writing and Poetry Club, Dance UWA, FABSOC, UWA Vietnamese Club, UniSFA, Music Students Society, Hot Brew Society, Computer Science Club*

*Events: TBC at the end of this week.*

## ACHIEVEMENTS TO DATE

- Elected OCM – Chloe Hynes
- Processed Semester 1 grants
- Ran Themed Weeks: Language Week, Faith Week and Social Justice Week
- Have had 5 new PAC club affiliations

## DISCUSSION TOPICS

N/A

Regards,  
Audrey Tascon  
PAC President  
pac@guild.uwa.edu.au



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## UWA POSTGRADUATE STUDENTS' ASSOCIATION MONTHLY REPORT SEPTEMBER 2017

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## SUMMARY

This report covers the period from the 19<sup>th</sup> of August to the 15<sup>th</sup> of September. A big priority during this period has been the preparations to host the Council of Australian Postgraduate Associations, preparations for Postscript and the 2<sup>nd</sup> round of PSA travel awards. It also included a trip by myself, the Guild President and the Chair of Guild Council to Albany to meet with students down there.

## MEETINGS/EVENTS ATTENDED

Date	Meeting	Purpose
21-23/8	Albany Trip, included 2 meetings, a tour and attendance at an Albany Students' Association event	To meet with the Albany team and understand the issues they are facing
22/8	Postgrad Café	PSA Event, Run by my committee due to the Albany Trip
24/8	Referendum Committee	Committee on the management of the Guild's NUS referendum
24/8	Meeting with the Chair of Academic Board	Introductions and discussion of student issues
24/8	Postscript Meeting	Meeting to prepare for postscript
24/8	Research Led-Teaching Meeting	Progress meeting
25/8	Meeting with UWA Student Experience Team	Discussion of student issues
25/8	Meeting with CAPA Admin (Phone)	Preparations for CAPA Conference
25/8	Convocation and Guild Meeting	Discussion on how the two groups can work together
28/8	Executive Management Committee	Management Committee of the Guild
28/8	Senate	UWA's Board of Directors
28/8	Guild Senate Dinner	Dinner between members of the Senate and the Guild
29/8	Education Council	Meeting of the Faculty Societies to discuss issues and receive feedback
30/8	Meeting with CAPA President	Discussion of CAPA Conference
30/8	Meeting with Sato Juniper, Assoc. Director of the GRS	Meeting on research student issues
30/8	Guild Council	The Guild's Board of Directors
31/8	Bell Shakespeare Event	Acted as MC in promotional event for UWA, on behalf of the Guild President
31/8	Research-Led Teaching Meeting	Weekly progress meeting
1/9	Tour of Libraries	Tour of the new Med-Dent Library and the new Oral Examination room in BJM
4/9	University Handbook Meeting	Meeting on the development of a new UWA Handbook
5/9	Meeting with PSA Media Officer	Postscript preparations
6/9	Convocation Council	Meeting of the UWA Graduates' Association
7/9	Strategic Resources Committee	Guild 3 year plan meeting
7/9	Research-Led Teaching Meeting	Weekly progress meeting
7/9	Connect	PSA Event
8/9	Research-Led Teaching	Governance Group Meeting
12/9	Meeting with CAPA President	CAPA Conference preparations
12/9	Research in the Tavern Event	PSA Event
13/9	Meeting with SDC in Business School	Postgrad clubs and representation
14/9	Meeting with PSA Media Officer	Postscript preparations
14/9	Meeting with UWA Library	Regular meeting on library matters
14/9	University Research Committee	Regular meeting on research matters

14/9	Student Consultative Committee	Regular consultative meeting between student reps and the uni
14/9	Weekly research-led teaching meeting	Weekly progress meeting
14/9	PSA Committee Meeting	Meeting on PSA operations
15/9	Meeting with UWA Marketing	Postgrad recruitment events
15/9	UWA Collegiate system meeting	Providing postgrad feedback to the project
15/9	Tour of UniHall Facilities	Tour for the purpose of CAPA conference

## PROJECT UPDATE

### Events

During this period we held 3 events, our 2 regulars and a Research in the Tavern Event. Both the regulars went well, though we did have a small issue with Security at Connect, but that was resolved on the night without too much trouble. Our research in the tav event went well for those who participated, however the audience turn out left a lot to be desired. This is a common trend with the PSA's research communication events. It is possible that we could have done a better job of advertising it, which may have contributed, but it matches a long-running trend of our Student Talks in Research being poorly attended.

### Scholarship Conditions for people with Disabilities/Chronic Illnesses

This project is still in the works and I am organising a number of meetings to try to get a better scholarship arrangement for those with severe and long-term chronic illnesses and disabilities.

### Completion Scholarships

I am continuing to follow this up with the GRS. While I have been told by the VC and the Dean of the DRS that they are coming, as of writing, I have not received any information about how many scholarships will be available and when students will be able to apply for them.

### Postscript

Layout for the PSA's annual publication, Postscript, is scheduled for the week commencing the 18<sup>th</sup>. We have a lot of content that has been submitted, so we are very confident it will be fantastic. Given the timing of this report and the meeting, I may have a verbal update on this.

### Research-Led Teaching Project

The consultation phases has been completed and the project is now moving to a phase of consolidation and writing. Thank you to the members of the Education Council and Student Consultative Committee for your insights and help.

### Council of Australian Postgraduate Associations Annual Council Meeting & Equity Conference

I am continuing to work on preparations around the CAPA conference, after winning the bid to host it last month. We still need to lock in the exact space on campus that we should use, but we have locked in accommodation and mostly organised the catering arrangements. We are also hoping to have the State Minister for Education, Sue Ellery, speak on one of the days of the Conference and Kristy has been helping me liaise with her office.

## KEY ACHIEVEMENTS TO DATE

- Negotiated changes to the new MRes rules to give Honours students more time to decide on whether to take the pathway
- Won the rights to host the CAPA ACM & Equity Conference
- Secured University support for a bid for CAPA to host their national conference at UWA
- Sold out our Scitech Family Evening in 4 hours

- Ran a series of Improvisation classes for Postgrads
- Held a successful Quiz Night
- Broke own record for largest Connect Ever
- Held a successful Wine & Cheese Night
- Ran first successful online election for a casual vacancy
- Established Postgrad Cafe
- Held largest Connect ever
- Represented UWA at Universities Australia
- Opened PSA Common Room
- Redesigned the PSA Newsletter, rebranded to “The Post”
- Established ties between the PSA and Postgraduate Organisations in NSW, QLD, VIC, TAS, ACT & WA
- Represented UWA at the Council of Australian Postgraduate Associations

## DISCUSSION TOPICS

- *PSA Elections are coming up soon. If you have anyone who you think might be interested in running for a position, please let me know!*

Regards,  
Owen Myles  
*PSA President*  
psa@guild.uwa.edu.au



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SPORT  
GUILD COUNCIL REPORT  
4/10/2017

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## SUMMARY

Sports committee is currently working on Interfaculty sport providing assistance to the new organiser Jillian and the UWA Sport Team.

## MEETINGS ATTENDED

## PROJECT UPDATE

### **Interfaculty Sport**

*Interfaculty sport for 2018 is beginning to be planned and feedback is being correlated.*

## ACHIEVEMENTS TO DATE

- Formed a Committee
- Interfaculty Sport Semester 1
- Women's AFL
- ISS AFL Workshop

## DISCUSSION TOPICS

N/A

Regards,  
Jacob Colangelo  
*Sports Representative*  
sport@guild.uwa.edu.au



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TREASURER REPORT  
GUILD COUNCIL REPORT  
30/08/2017

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## SUMMARY

*Still a large focus on the Collegiate System and behind the scenes work for the Catering & Tavern Committee.*

## MEETINGS ATTENDED

Date	Meeting	Purpose
[28/08/17]	Executive Management Committee Meeting	Regular Guild Committee Meeting
[01/09/2017]	Catering & Tavern Meeting	Monthly Meeting
[04/09/2017]	VACE Meeting	Monthly Meeting
[07/09/2017]	Strategic Resources Committee	Regular Meeting
[6/09/2017]	Parking Appeals Meeting	Regular Meeting
[14/09/2017]	Tavern Artwork	Provide Feedback on the Design
[15/09/2017]	IBIZA	Participating in the amazing Campus Culture the Guild has helped to provide
[21/09/17]	Collegiate System Project Meeting	Meeting with the committee
[25/09/07]	MOP Donut Meeting	Discussion about bringing MOP Donuts onto Campus
[26/09/2017]	Executive Management Meeting	Regular Meeting
[27/09/2017]	Collegiate System Project	Discussing the next step in the Project
[2/10/2017]	VACE Meeting	Monthly Meeting

## PROJECT UPDATE

### Collegiate System

*After a very busy month in August exploring other Collegiate Systems around Australia, we have dedicated this month to having meetings with various stakeholders to ask them their opinion on relevant aspects. We have now organised feedback into three different systems and will be re-assessing them over the next month.*

### Focus Groups

*I am currently organising focus groups to see what kind of external outlets students will want for the refectory.*

### MOP Donuts

*Still in the works but have continued to contact the owner of MOP donuts and the National General Manager. We were able to bring in free samples of their donuts to the Catering and Tavern Committee for the members to try – they were definitely a hit!*

### Renting Suits for Free!

*After a busy September, this project has been pushed back to next month. Will be going shopping with Tyson the suits.*

## ACHIEVEMENTS TO DATE

- Phase 1 of Collegiate System Complete
- Pasta Insalata
- Hired Business Officer
- 2017 Mid-Year Budget Done.
- Completed Website Document.
- \$5 Study Menu.
- Menu Review and Changed.

- Successfully reviewed and approved 4 club overdrafts.
- Presentation / Document for Tavern Design.
- Food Vans Semester One.
- 2017 Budget Created.

#### DISCUSSION TOPICS

Regards,  
ALEXANDRA O'BRIEN  
*Treasurer*  
[treasurer@guild.uwa.edu.au](mailto:treasurer@guild.uwa.edu.au)





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## Welfare Department September Report 27/09/2017

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## INTRODUCTION

*This month the Welfare Department has been organising Welfare Week which is going to be held in week 10. Also week 10 is National Mental Health Week so it is going to be an important week for the Guild and the Welfare Department. We have organised a few events in collaboration with other Guild Departments who more than welcoming to the idea. In addition, we have been conducting interviews for the Guild Counsellor position which is still vacant. At this stage, we are going through a send round of interviews so hopefully we'll be able to make an offer soon.*

## MEETINGS ATTENDED

Date	Meeting	Purpose
6/09/2017	Student Resilience Project	Preparing the online survey with the university
September	Interviews	Interviews for counsellors

## PROJECT UPDATE

### Welfare Week

*This semester Welfare week is scheduled in week 10. During the week there will be two panel discussions on mental health, art therapy on Oak Lawn and Student Assist/Welfare Department stall. Most of these events are in collaboration with Access Collective, Student Assist, Unigames and International Student Services. It is looking to be a great week.*

#### Schedule

Day	Activity	Collaboration
Monday 9th	Welfare & Chill with Em and Icy poles ( <b>Ref Courtyard 12-2pm</b> )	Student Assist
Monday 9th	Act Belong Commit workshop ( <b>tbc</b> )	Access Collective
Tuesday 10th	Men's mental health talk/breakfast ( <b>tbc</b> )	Access Collective
Tuesday 10th	Mental Health Panel Discussion ( <b>bayliss LT 1pm</b> )	HPU and Access
Wednesday 11th	Soup and Soup/ Art therapy ( <b>12-2pm Oak Lawn</b> )	ISS, Unigames and Assist
Thursday 12th	Welfare and Chill with Em ( <b>12-2pm Oak Lawn</b> )	Student Assist

### Student Resilience Project

*A quick update on this, the pilot project is almost finished its final review from university, in particular, the ethics committee.*

### Cook Book

*We have got heaps of submissions from participants. The next thing is to process these and select the winner of the social media competition. After this, the cook book will be designed and ready to print.*

## FINANCES

No Cost

## DISCUSSION TOPICS

Regards,  
Tyson McEwan  
Welfare Officer

welfare@guild.uwa.edu.au



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**WOMEN'S DEPARTMENT  
GUILD COUNCIL REPORT**  
04/10/2017

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## PROJECT UPDATE

### Lighting on Campus

*In response to our lighting data, members of the university management on the safety on campus committee has put in a bid for funding for new lighting.*

### Sexual Assault & Harassment Policy

*A bid for funding for sexual consent & respectful behaviour modules (similar to ACE and CARS) has been submitted, in view to introduce them for semester 1, 2018.*

### Sexual Health on Campus

*Sex Ed September is underway with workshops about sexual health running with experts in the field.*

### Damsel

*We are almost at our content deadline and about to start printing!*

### Women's Mentoring

*The launch went very well, all mentees have been matched up with professional mentors in their field and have met them at the launch breakfast.*

## FINANCES

Line Item	Description	Spend
305076	SCREW week lunch	\$65
305080	Fair Floss machine for SCREW week	\$171.82
305080	Mentoring breakfast	\$418.18
305333	Self-defence lessons	\$500
TOTAL		

If you have any questions feel free to email me!

Regards,

Hannah Matthews

Women's Officer

[womens@guild.uwa.edu.au](mailto:womens@guild.uwa.edu.au)