

**2019**

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# **Annual Report**

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**CURTIN  
STUDENT  
GUILD**

# Our Mission.

**Create a fun and vibrant community that maximises the student experience.**

# Our Vision.

**To be the leading independent student-run organisation in Australia, which is highly valued by all of the university community, especially our members.**

# Our Values.

## **Autonomy**

*Student control of student affairs for the benefit of our members.*

## **Integrity**

*Our behaviour builds trust.*

## **Diversity**

*Valuing difference between people and standing for equity, equality and fairness.*

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# President's Report



Hana Arai  
51st Guild President



Mental Health Week



O-Day Semester 1



Global Climate Strike

**“As the student voice on campus, we worked tirelessly to deliver outcomes in educational and broader social advocacy, activities and events, clubs, and student support.”**

It brings me great pleasure to share with you the many and broad achievements of the Curtin Student Guild over the past year.

2019 was another busy year for the Guild’s student representatives and professional staff. As the student voice on campus, we worked tirelessly to deliver outcomes in educational and broader social advocacy, activities and events, clubs, and student support.

2019 was also the Guild’s 50th birthday. This was celebrated loudly and proudly throughout the year with donut and cupcake giveaways, artwork, special events including a 50th year mega clubs challenge and the promotion of the Guild’s history and accomplishments.

Our food and beverage outlets took further strides in sustainability. We completed our program of introducing compostable and biodegradable products to replace all single use items in all our outlets and we introduced a new waste system. Since the launch of this new system, an estimated 9,135kg of organic waste has been collected and turned into compost. The Guild is now part of the RENOME Reusable Cup Network and offers the sale of reusable straws and coffee mugs at discounted prices for members.

We made a stand on the Climate crisis, an issue we know is close to the hearts of many students. The Guild participated in a number of direct action events. These included the two SS4C Global Climate Strikes in March and September, the University Climate Walk-Out in August and the RTS Blockade in November.

Once again, the Guild coordinated activities throughout the year ranging from larger party style events such as our annual Toga party and End of Semester Bashes, educational events Rad Sex and Consent Week, Stress Less Week, and Multicultural Week as well as more community focused events including a sustainability market and Pasar Malam. This year we held our inaugural Clubs Conference, providing leadership skills and training for our clubs’ committee members.

To improve student representation on campus and ensure that the student voice was heard in decision making spaces, we engaged with the Student Voice Australia pilot, holding institutional analysis workshops and establishing a Student Voice Australia working group. We trialed a Course Representative pilot project in the faculty of Science and Engineering to amplify the experiences of a broader range of students. We established a First Year Committee to encourage first years into positions of leadership, and started work on a Housing Students Advisory Committee.

We took hard stances on issues that disproportionately affected certain demographics of students. In response to the Change the Course report on sexual assault and sexual harassment on campus, we worked with the university in developing ‘Respectful Relationships’, a consent training module that became mandatory for all new-to-Curtin students. In response to the Christchurch massacre, a federal Speak-Out was held to make it clear that Islamophobia would not be tolerated and that bigotry was not welcome in our community. On 26 January, we took a stand against the celebration of colonisation and the ongoing oppression of our First Nation’s people. We also made a submission to the Productivity Commission Inquiry into Mental Health. And when the federal election rolled around, we ran an extensive enrol to vote campaign, informing students of policies on the issues we know matter most to

students.

Our advocacy efforts saw student rights protected on a number of fronts. We conducted a sweeping unit outline review to spot check over 350 unit outlines for compliance with University policy, we improved transparency of students’ Intellectual property rights, and improved awareness of student’s rights in the classroom. Our Student Assist team supported students with academic, financial and personal advice and assistance.

I’m looking forward to carrying on the legacy left by last year’s representatives. This year we will continue to fight for the rights of students at Curtin and across the country, and to take bold stances on the bigger issues that pose a threat to our shared future.



Hana Arai  
51st Guild President

# Managing Director's Report

David Luketina  
Managing Director



*"First 50" celebrations with free fries for students at Angazi Café*



*A sample of the sustainable packaging used at all Guild Cafés*



*Kirribilli Catering for the International Women's Day morning tea*

## “The Guild has one relentless goal – creating a fun and vibrant environment for members to enjoy and succeed in their university experience.”

The Guild has one relentless goal - creating a fun and vibrant environment for members to enjoy and succeed in their university experience. Whether this involved cinnamon donuts, great coffee, lunch specials, vibrant events, clubs for all interests, or support and assistance, we are proud to have served our members throughout 2019.

In case you are wondering, 671,219 shots of coffee were produced along with 100,389 donuts – maintaining the well established coffee shots to donut ratio of 6.7.

In the Guild's 50 year, staff and office bearers succeeded in improving and delivering our core services of representation and advocacy, student engagement, events, club development, student assistance, and discounted food and beverages. Student Assist helped 1,222 students, our catering staff served over 7000 guests at winter graduations, more than 10,000 people attended the Pasar Malam event, and we supported around 15,000 students in 123 clubs. One of the many examples of our greener footprint was the introduction of organics bins for our compostable waste.

Improvements to services included flattening the management structure, upgrading vending machines across the campus, opening a kitchenette in Club HQ for student use, providing more vegan friendly items, commencing the introduction of a new document management system, introducing a club leaders conference, making mocktails available in the Tavern, and lowering printing costs for our members.

Traditionally the WA Electoral Commission have run the annual general elections but weren't willing to run the 2019 elections for Guild office bearers. This along with running the elections under the new regulations for the first time resulted in a lot of additional work for staff. I am proud to report that the elections ran as smoothly as a cheetah in the savanna.

We implemented a new enterprise agreement for professional staff with flexible working practices and modest wage increases.

Despite the challenge of decreasing food and beverage sales, we achieved a total comprehensive profit of \$632,423 at 31 December 2019 – this is after a non-cash

cost of \$805,314 for depreciation and amortisation. The key components of the 2019 revenue were \$9,065,705 from trading services and \$3,866,688 from grants and SSAF. The main costs were \$6,564,586 for staffing and \$3,341,368 for the cost of sales expenses. Members received discounts of \$299,215.

The Guild responded to decreasing sales by focusing on labour and food costs, and saving over one million dollars that we can invest to improve our outlets and services. Specific projects in 2020 will include improving office and equity spaces, refurbishing the G-Mart, modernising kitchen equipment, and redesigning the Guild's branding for food and beverage outlets.

We have had the privilege of supporting our members and the Curtin Community for 50 years and look forward to the next 50!



David Luketina  
Managing Director



## Executive

*Pictured above (from left): **Lydia Berhan** (Vice President - Education until April 2019, replaced by Hana Arai), **Chris Hall** (Secretary), **Finlay Nolan** (President), **David Jorritsma** (Vice President - Activities), **Hana Arai** (Chair of Representation Board until April 2019, replaced by Jesse Naylor Zambrano).*

## Faculty Representatives



BUSINESS  
Sandra Rios



SCIENCE & ENGINEERING  
Hana Arai  
*From April - Lachlan Lee*



HEALTH SCIENCE  
Georgia McGrath



HUMANITIES  
Mike Farrell



# 2019 Student Representatives



## Equity Departments



QUEER OFFICER  
*Bridge Truell*



STUDENTS WITH  
DISABILITIES OFFICER  
*Imogen Charles*



INTERNATIONAL  
STUDENTS COMMITTEE  
PRESIDENT  
*Abhinav Gupta*



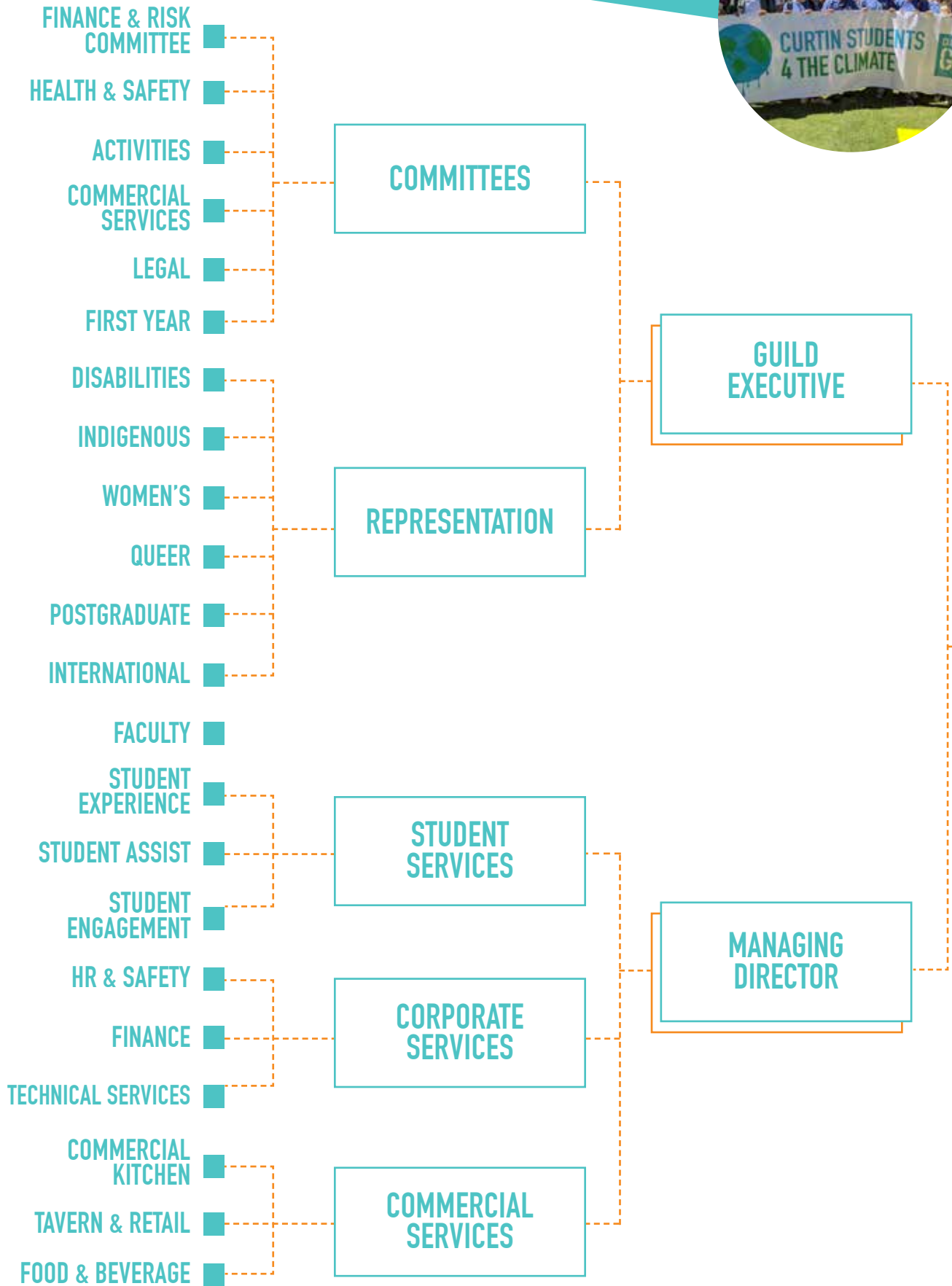
INDIGENOUS OFFICER  
*Cody Robinson*



POSTGRADUATE STUDENTS  
COMMITTEE (PSC)  
PRESIDENT  
*Romana-Rea Begicevic*



WOMEN'S OFFICER  
*Kate Le Roux*



**The Guild Council is the governing body of the Curtin Student Guild and its powers are set out in Curtin University of Technology Act 1966 – Statute No.4 – Student Guild.**

**GUILD  
PRESIDENT**

**GUILD  
COUNCIL**

**UNIVERSITY  
COUNCIL**



*\*Curtin Student Guild is in compliance with the State Records Act 2000.*



# Education and Representation Activities

## **Respectful Relationships Module**

A Guild led response to the national Respect Now Always campaign culminated in a collaboration with Curtin to introduce an educational consent module which is compulsory for new students.

## **First-Year Committee**

The Guild established a First-Year Committee with representatives from each faculty to provide a feedback platform for new Curtin students. Their first project was to develop a First-Year Handbook which became available in Semester 2.

## **Curtin Extra Recognition**

The Guild successfully received Curtin Extra recognition for the work of paid and unpaid Guild Representatives. This contribution will be acknowledged on students' transcripts upon graduation.

## **Clubs Conference**

A Clubs Conference gave all Guild affiliated club committees the opportunity to attend a training day which covered topics including collaborating with stakeholders; developing valuable products and services for members; building and motivating a high-performing team; diversifying a portfolio of partnerships; increasing membership and event engagement; executing effective fundraising/volunteering/mentoring and crafting a personal brand and setting a leadership vision.

## **Climate Strikes**

Throughout the year, the Guild led the wider student community in a campaign of action to draw attention to the impact of climate change. The Guild was successful in mobilising students and

also negotiating with the University to ensure that those missing classes to attend rallies were not penalised.

## **Student Partnerships - Student Voice Pilot**

The Guild took part in Student Voice, a collaboration between 10 tertiary education institutions across Australia, to encourage and enhance genuine and authentic student partnership. An Institutional Analysis Workshop took place in August which provided an in-depth look at Curtin's current practices of student partnership and ways they could be improved.

## **Federal Election - "We Will Not Be Left Behind" Campaign**

The We Will Not Be Left Behind campaign during the Federal election encouraged young people to enrol to vote and highlighted issues impacting them. The Guild ran a social media and on-campus campaign to demand that political action be taken on climate change; the establishment of a National Taskforce into Sexual Assault and Harassment on university campuses; steps to improve the welfare of students and young people, and the provision of a fully funded, equitable, and accessible higher education system.

## **Course Representatives Pilot - Science and Engineering Faculty**

The Guild designed a pilot for a course representation system which was trialled in the Faculty of Science and Engineering. The goal was to establish a wider network of student representatives to enhance the quality of the student experience at Curtin. The project was a success and will be expanded in 2020.

## **Speak-out Against Islamophobia**

In collaboration with the Muslim Students Association and Curtin Socialists, the Guild coordinated a speak-out in response to the Islamophobic terrorist attack in Christchurch.

## **Change Management - Student Advocacy Efforts**

The Guild helped students - many at the WA School of Mines - who experienced academic difficulties as a result of change management in the Faculty of Science and Engineering. A Student Assist Officer visited and spoke to affected students in Kalgoorlie and the Guild submitted a report to key University staff and met with the Provost, the Head of School, and the Dean of Learning and Teaching to improve outcomes for students. As well, the Guild advocated on behalf of students impacted by a change proposal in the School of Media, Creative Arts and Social Inquiry (MCASI) which left 11 postgraduate students without research supervisors.

## **Australia Day Campaign**

For the past two years, some of the Guild's office-based staff and student executive team have worked on the Australia Day public holiday in recognition of the Change the Date campaign. As well, the Guild organised a contingent of representatives to attend the Invasion Day rally that was held in the CBD and we petitioned the Town of Victoria Park to stop celebrating Australia Day on 26 January.



*Curtin Students 4 The Climate  
Global Climate Rally*

### Unit Outline Review

The Guild's Faculty Representatives reviewed unit outlines across their faculties to ensure the outlines adhered to the new assessment policies and that no students would be unfairly disadvantaged by any prohibited requirements.

### Student Housing Advisory Committee

Guild Representatives commenced work on establishing a Student Housing Advisory Committee to provide a forum for students who live on campus to give feedback to the Guild on the welfare of housing students.

### Submission to the Productivity Commission Inquiry into Mental Health

In April, the Guild made a submission to the Productivity Commission's Inquiry into Mental Health, with a specific focus on how mental health issues affect student populations in the higher education sector.

### Student Consultation - Events and Activities

In 2019, the Guild introduced surveys of its events and activities on campus to find out how they could be improved.

### Guild 50th Anniversary

This milestone was celebrated with a range of student events and activities as well as a digital campaign that captured the Guild's history and achievements.

### Environmental Sustainability at Guild Food Outlets

The Guild continued its environmental focus as all outlets adopted the use of recyclable and compostable containers, eco-friendly coffee cups and cutlery, cold drink bioplastic cups, and sustainable straws. At the same time we introduced a reusable cup network and a composting program.

### Open Letter to the Curtin University Centre for Human Rights Education (CUHRC)

The Queer Department expressed its concern over the Curtin University Centre for Human Rights Education co-signing of the Equality Australia's community statement in support of religious discrimination protections as it had the potential to fuel anti queer rhetoric.

### Illustration Unit Students Intellectual Property Concerns

The Guild intervened after a number of students complained that their artwork was being used on campus without permission, recognition or notification. We successfully negotiated with Curtin's campus artwork teams to implement a more transparent model where students would be better informed about how their artwork would be used and how their assignments would affect their personal artwork privacy.

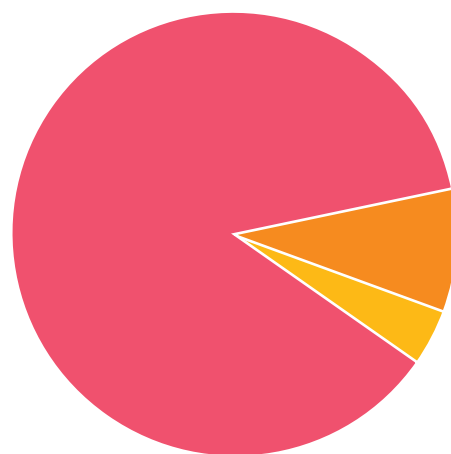


Curtin students arrive at Guild O-Day

# Student Experience

## Supporting our Students.

The Guild's independent support service Student Assist saw a total of 1,222 new cases across a range of academic, financial and personal issues in 2019. Students benefited from a range of initiatives including life skills and vocational training courses, a Professional Development (PD) program for HDR students, a Tax Help service coordinated with the ATO and the provision of grants and emergency assistance.



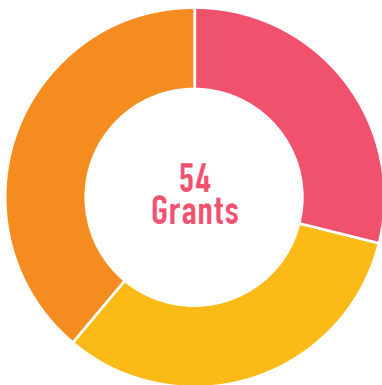
Student Assist Cases

Academic / University  
Related Issues  
(87%)

Financial Counseling  
(10%)

Personal Issues  
(3%)

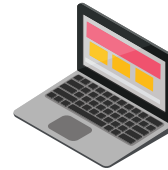
## Grants and Programs.



- Childcare Assistance Grant (2%)
- Hardship Grant (35%)
- Emergency Aid (63%)



170  
Tax Help  
Appointments



29  
Laptop  
Program  
Loans



Life skills and  
vocational  
training:

(1076) participants  
over (65) courses



3 PD\*  
Sessions for  
HDR Students

\*Professional development. Includes 2 sessions at Kalgoorlie WASM campus.

## Clubs, Events, and Activities.

Events &  
Activations



15 Major Events

54,460 Attendees

124  
CLUBS

15,000+  
STUDENTS

Major Guild events ranged from single day to week-long activities. They included:

- Semester One and Two Guild Orientation Days achieved record attendance
- Two end of Semester Bash events
- 50<sup>th</sup> anniversary themed Guild Ball
- Free Donut Weeks (10,000 free donuts distributed to students in celebration of the Guild's 50th birthday)
- Rollerama (free pop up skate rink)
- Guild Games
- Inaugural Guild Club Leaders' Conference
- Sustainability Fair
- Pasar Malam multicultural night market (celebrated by 12,500 students and community members)

The Guild delivered a number of recurring events throughout the year including:

- Promenade Markets (3 per semester)
- Fortnightly Grill The Guild (Free BBQs)
- Regular Free Wellbeing Breakfasts



50th Anniversary Sundowner with grazing table by Kirribilli Catering

# Commercial Services

- We celebrated the Guild's 50th anniversary with a series of promotions at our outlets where Guild members received delicious treats and merchandise from our outlets.
- Kirribilli Catering was named a finalist in the Savour Awards for Excellence
- We introduced composting to all Guild food and beverage outlets providing a third waste stream for customers. The three colour system:
  - Compost
  - Recycling
  - Landfill
- Recycled coffee beans became available at Concept Café
- The Guild completed its program of replacing single use disposable items with compostable options across all sites including Kirribilli Catering
- We introduced a range of reusable products at Guild outlets including Frank Green and KeepCup coffee cups, reusable water bottles and One Straw reusable straws - which directs its profits to local beach clean-ups.
- We established a new partnership with Renome (formerly RTRNA) which operates a returnable cup system which became available wherever you buy Guild coffee.
- 80,923 single use cups were saved by mindful customers who brought their own mug (80,121 received a discount for ensuring their cup was clean)



## Top sellers at a glance.



671,000 shots of espresso drawn to produce 430,111 cups of coffee.

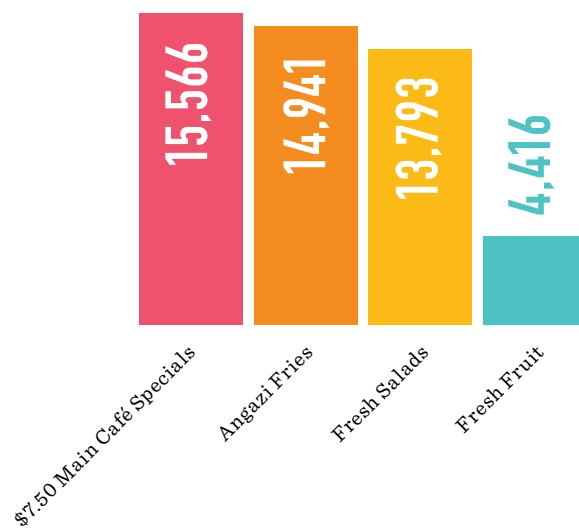


SushiMe

- 225,230 sushi pieces
- 42,295 hand rolls



100,139 fresh, house-made donuts



## The Tav.

3,377

Beer Battered Fries

3,154

Schnitzels



## G-Mart.



2,315 kilograms of lollies sold from the lolly wall

2,622

Name Badges

3,508

Lab Coats & Goggles



*Guild staff get ready to hand out free cupcakes to students to help celebrate 50 years of the Guild.*

# Student Services and Amenities Fee (SSAF) Expenditure in 2019

The Student Services and Amenities Fee (SSAF) is used to provide a wide range of services and amenities to students and to support student-focussed initiatives such as sporting and recreational activities, employment and career advice, advocacy and support, financial advice and food services.



# 2019 SSAF\*

CURTIN UNIVERSITY

50%

## GUILD

50%

STUDENT ACTIVITIES,  
ACTIVATION & CLUBS

37%

STUDENT SUPPORT,  
TRAINING & EDUCATION

18%

STUDENT REPRESENTATION  
& ADVOCACY

21%

STUDENT ENGAGEMENT

11%

CLUB HQ &  
ADMIN BUILDING  
REFURBISHMENT

9%

STUDENT ACCESS TO  
CONVENIENT, QUALITY  
AND AFFORDABLE FOOD  
& BEVERAGE

4%



\*SSAF RECEIVED \$3,116,688



Guild President Finally Nolan with past Guild Presidents at the 50 Year Celebration Sundowner

# Grant Expenditure in 2019

Curtin University provided a grant of \$750,000 to Curtin Student Guild with the expenditure as follows:

ACTIVITY OR SERVICE	PORTFOLIO	ALLOCATION*
Student Welfare	Student Assist	\$164,482
Student Societies	Student Experience	\$53,093
Student Publications	Student Engagement	\$191,361
Social Activities	Student Experience	\$82,714
Student Representation and Advocacy	Student Representation	\$138,350
SSAF Administration Costs**		\$120,000
<b>Total</b>		<b>\$750,000</b>

\*Includes support costs. \*\*Paid to Curtin University.

# Financial Reports

## Financial Performance.\*

	2019 (\$)	2018 (\$)
<b>Revenue</b>		
Sale of Goods	9,065,705	9,624,418
Rendering of Services	177,377	332,794
Rental Income	121,378	121,378
Finance Income	15,760	9,876
Other Income	4,163,369	4,189,943
	<b>13,543,589</b>	<b>14,278,409</b>
<b>Expenses</b>		
Cost of Sales	-3,341,368	-3,344,327
Employee Benefits Expense	-6,564,586	-7,324,214
Depreciation	-805,314	-1,074,320
Interest Expense on Lease Liability	-14,269	-
Occupancy Expenses	-554,297	-485,501
Administrative Expenses	-474,469	-429,843
Finance Costs	-56,206	-80,856
Other Expenses	-1,100,657	-1,289,283
	<b>-12,911,166</b>	<b>-14,028,344</b>
<b>Operating Profit from Operations</b>	<b>632,423</b>	<b>250,065</b>

\*The Guild's financial year is from 1 January to 31 December



## Cash Flow Summary.

	2019 (\$)	2018 (\$)
<b>Cash flows from operating activities</b>		
Receipts from students/customers	10,393,778	12,822,621
Receipts from SSAF	2,998,998	2,870,679
Interest Paid	-14,267	-
Payments to suppliers and employees	-12,232,520	-13,882,470
Interest received	15,760	9,876
<b>Net cash provided by operating activities</b>	<b>1,161,749</b>	<b>1,820,706</b>
<b>Cash flows used in investing activities</b>	<b>-126,619</b>	<b>-156,014</b>
<b>Cash flows used in financing activities</b>	<b>-141,273</b>	<b>-</b>
<b>Net increase in cash held</b>	<b>893,857</b>	<b>1,664,692</b>
Cash at beginning of financial year	1,837,456	172,764
<b>Cash at end of financial year</b>	<b>2,731,313</b>	<b>1,837,456</b>





## Financial Position.

	2019 (\$)	2018 (\$)
Current Assets	3,314,254	2,406,158
Non-Current Assets	2,870,222	2,531,709
<b>Total Assets</b>	<b>6,184,476</b>	<b>4,937,867</b>
<b>Total Liabilities</b>	<b>-2,276,589</b>	<b>-1,662,403</b>
<b>Net Available Assets</b>	<b>3,907,887</b>	<b>3,275,464</b>

## Profit from operations has been derived from the following:

	2019 (\$)	2018 (\$)
Administration	74,842	-390,015
Representation Services	-16,265	-189,903
Student Services	124,965	145,893
Commercial	448,881	684,090
<b>Operating Profit from operations</b>	<b>632,423</b>	<b>250,065</b>

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STUDENT  
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