



## Student Guild of Curtin University

### 51<sup>st</sup> Guild Council - Meeting #12

Held at 6pm on Thursday the 26<sup>th</sup> of November, 2020

in Council Chambers, Building 100 and Online

## MINUTES

### 1. Acknowledgement of the Traditional Owners

### 2. Attendance

**Members Present;** Hana Arai, Chris Hall, Bridge Truell, Lachlan Lee, Chris Grant, Fatma Sehic, Jason Kim, Jesse Zambrano, Katelyn Colson, Luke Brosnan, Min Dee Chia, Nicola Gulvin, Julia Khen

**Others Present;** David Luketina (Managing Director), Corrie Johnstone (Minute Secretary)

**Apologies and Leave of Absence;** Dylan Botica, Beatrice Panganiban

**Absent;** Briana Hodgkinson

### 3. Disclosure of any potential or perceived Conflicts of Interest

In relation to Item 7.3, all those members continuing on as OB's into 2021 have an interest due to the remuneration outlined in the SSAF proposals.

### 4. Confirmation of the Minutes of the Previous Meeting

#### **RESOLVED/ GC #45-2020**

Motion: That the Guild Council approves the minutes of its meeting held on the 29/10/20 as a true and accurate records of proceedings.

Moved: Lachlan Lee (Secretary)

Seconded: Chris Hall (Vice President – Education)

It was noted that Chris Grant should be listed as apologies in the minutes.

### 5. Matters Arising from the Minutes

*Action: That the Guild Council Special Minutes (August 2020) will be attached to the Guild Council #2 Agenda (2021). Assigned to Secretary (TBD)*

### 6. Reports

6.1. President – Report as tabled. Hana updated the Council on the actions surrounding the parking campaign and the large ticket placed on the Chief Operating Officer's car for the sum of \$6.3 million (the sum of parking fees and fines in the previous year).

*Nicola arrived at 6:11am*

6.2. Vice President – Education – Chris discussed upcoming initiatives with Student Voice and outlined documentation which could be useful for Guild induction in future years. He discussed upcoming approvals/consultations regarding Blended Learning proposals.

Chris said Bridge would be contacted in January to provide feedback alongside Student Assist.

- 6.3. Vice President – Activities – Report as tabled. Bridge discussed handover meetings taking place including planning for 2021 events and plans to involve the Equity Departments in events across the year.

*Fatma joined the meeting online at 6:22pm*

- 6.4. Secretary – Report as tabled. Lachy discussed allocation of individual budgets being useful for keeping Representatives on track for spending and engaging their student communities.

- 6.5. Managing Director – Report as tabled. David noted how well the OB's conducted their business during the COVID era. He noted that The Lab would potentially open at the beginning of semester one next year but could be as late as mid-semester due to university approvals and contractors.

**RESOLVED/ GC #46-2020**

Motion: That the Guild Council **approves** the reports.

Moved: Lachlan Lee (Secretary)

Seconded: Hana Arai (President)

**7. Business on Notice**

**7.1. 2021 Operating and Capital Budget**

David reported that the Finance and Risk Committee, via circular resolution, has recommended that the Guild Council approves the 2021 operating and capital budgets.

David reported that the non-commercial side of the Guild which is funded by SSAF and university grants is relatively the same each year. He noted the commercial side varies from year to year depending on trading turnover which has been dropping 4-5% per year. David outlined that there is a push to become more efficient in this area including one less manager in that area (via voluntary redundancy). He said the Guild is currently breaking even here but looking to make further improvements and push the university for a range of initiatives that will assist the Guild in that regard. He noted the biggest risk for the first half of next year are COVID impacts and the possibility that the University does not charge SSAF. However, he outlined that the Guild is in a better position than expected due to Job Keeper which has placed the Guild in a good position to ride out any SSAF impacts that may transpire in the next year.

Chris noted that the Bookmark café refurbishments will be taking place next year which could also have an impact on the Guild, being that the café is in the most popular venue that the Guild operates on campus.

In response to a question about Job Keeper, David outlined that continuing employees will be receiving/eligible for the next round should the Guild be deemed eligible. He noted the Guild has not considered this third round of assistance in the budget so it will be a bonus if the Guild is deemed eligible.

**RESOLVED/ GC #47-2020**

Motion: That, subject to the Finance and Risk Committee recommending that it do so, the Guild Council approves the 2021 operating and capital budgets.

Moved: Hana Arai (President)

Seconded: Chris Hall (Vice-President Education)

## 7.2. Extension of External Member Term for the Finance and Risk Committee

David outlined that the motion proposes a 12 month extension to the member's term. He said that all Committee members were surveyed and in favour of the member continuing another term on the Finance and Risk Committee.

Katelyn reported that Kenny was a knowledgeable and helpful member of the committee.

### **RESOLVED/ GC #48-2020**

Motion: That the Guild, subject to the Finance and Risk Committee recommending that it do so, approves:

1. The extension of Mr Kenny Lye's term as an external member of the Finance and Risk Committee to 31 December 2021.

Moved: Lachlan Lee (Secretary)

Seconded: Hana Arai (President)

## 7.3. SSAF 2021 Proposals

Hana discussed the SSAF Proposals for 2021 and noted the similar framework as in 2020 with some key changes including the outlet refurbishment.

Chris reported that David provided feedback on the SSAFEAC (committee that approves SSAF projects) relating to inefficiency and processes that could be reviewed. He said that he hopes the committee takes the feedback on board to streamline the ways that the Guild reports to the SSAFEAC.

David outlined the SSAF approval process to the Guild Council. He noted the plan is similar to 2020 and 2019, business as usual.

Jesse inquired about the financial situation of the Guild into the future; inquiring about how feasible is it for the Guild to ask for more than 50% of the SSAF.

David said the State Legislation mandates that The Guild has to get at least 50% but the University is scrambling for every dollar at the moment with redundancies and loss of international income.

Chris suggested that any proportion of the SSAF that the Guild asks for could potentially come at the cost of taking away services that the University currently offers for students, but also noted the Guidelines and requirements for the SSAF spending. He suggested that the Guild could propose to take on services that the University currently offers but asking for extra funds could cut into services currently being funded by the SSAF by the University.

David noted that international students do not get charged SSAF by the University but we do get a grant from the University each year and the amount is more than we would be getting from international students if they were charged for SSAF.

**RESOLVED/ GC #49-2020**

Motion: That the Guild Council upon the recommendation of the Student Services and Amenities Fee Expenditure Advisory Committee approves the 2021 Student Guild SSAF Proposals totalling \$3M.

Moved: Hana Arai (President)

Seconded: Chris Hall (Vice-President Education)

7.4. Guild Risk Management Plan

Hana said the Risk Management Plan has been recommended by the Finance and Risk Committee and it is up to the Guild Council for final approval. It is very comprehensive list of the risks that the Guild may encounter in its operations and the actions to prevent and/or mitigate those risks.

**RESOLVED/ GC #50-2020**

Motion: That, subject to the Finance and Risk Committee recommending that it do so, the Guild Council approve the attached Risk Management Plan.

Moved: Hana Arai (President)

Seconded: Chris Hall (Vice-President Education)

7.5. Equity Collective Constitutions

Hana noted the Equity Collective Constitutions have been recommended by Representation Board for Guild Council's approval. Hana outlined the roles of the equity collectives in expanding the community student groups on campus.

Chris agreed that this would help build the equity collectives but also bridge between equity groups and hopefully increase visibility of these equity groups at Curtin.

**RESOLVED/ GC #51-2020**

Motion: That the Guild Council approve the constitutions of the Equity Collectives.

Moved: Hana Arai (President)

Seconded: Chris Hall (Vice President – Education)

8. Minutes of Committees Reporting to the Guild Council

- 8.1. Representation Board – Meetings held on 22/10/2020 (rep board, Dylan report was submitted but was submitted)
- 8.2. Executive Committee – Meetings held on 29/10/2020, 15/10/2020
- 8.3. Finance and Risk Committee – N/A
- 8.4. Activities Committee – N/A

**RESOLVED/ GC #52-2020**

Motion: That the Guild Council **notes** the minutes of the boards and committees en bloc.

Moved: Lachlan Lee (Secretary)

Seconded: Chris Hall (Vice President – Education)

## 9. General Business.

### 9.1. Final Comments and Statements

Katelyn commended the Council on its dedication and growth over the last year.

Chris reminded the Council that voter turnout for elections is still very low and hopefully can be worked on next year in order to improve visibility and democracy. He said it would be useful to find a way to engage students to vote. Chris thanked all those people, including the staff, who contributed and assisted him in his journey with the Guild in the last 3 years.

Bridge thanked everyone who sat on the Council and has been involved in the Guild, and is looking forward to continuing on next year.

Lachlan thanked Chris for being the only representative to hand his report in on time every meeting. He also thanked the Executive this year for mentoring, teaching and helping him this year, and as well as David for his help and assistance over the year.

Nicola stated it was great to see the Guild grow and thanked the staff who help all the representatives, as well as to the Exec for all their hard work, and wished good luck to the incoming representatives.

David thanked the Representatives on behalf of the professional staff for their hard work and enthusiasm over the year. He noted that the respect in both directions has been exceptional and the collaboration between the staff and representatives has been a great success.

Chris thanked David for assisting and supporting the Representatives with their goals and objectives.

Jesse acknowledged the Guild's hard work in a challenging year and commended the Representatives for always fighting for the best interests for students and continuing to look for ways the Guild can assist and provide for them. She said that there is still much left to fight for like trimesters, blended learning and staff cuts, the parking campaign and the financial prospects of the Guild. She said she wants to continue the legacy of the Guild by creating a culture on campus to question the status quo, promote a culture of solidarity where the staff and students are the most important people here. She said creating a culture as a collective and a strong community will serve us well going into the future to face any other challenges. Jesse noted her excitement to work with the team next year.

Hana discussed the challenges of the year and noted the Guild's resilience, success, dedication, and persistence in advocating for student's best interests. She said she learned a lot from everyone she has worked with and she is proud of the effort that was put in this year. Hana noted her gratitude for the professional staff and student representatives.

### **Meeting closed at 7:14pm**

## 10. Next Meeting –

This will be the final meeting of the 51<sup>st</sup> Guild Council.