

In light of this, the Guild has made contact with the CFMMEU – The Construction, Forestry, Maritime, Mining, and Energy Union – to express solidarity and support. The Guild also sent a contingent to the ‘Fight for Life’ Rally, held on the 20th of October, which was calling for the WA Government’s Work Health and Safety Bill to pass the Upper House. The Bill was successfully passed on Thursday the 22nd. Thanks to all who were in attendance.

I gave a brief address at a ceremony held on the 22nd on the Bentley campus (attached). Jonnie’s family and close loved ones were in the crowd.

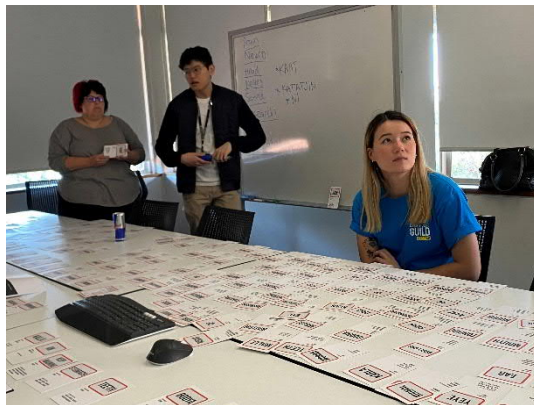
A book on condolences can be found at Guild reception for those who would like to sign it. It will eventually be presented to the family.



4.3. Nyungar Kwell Wongi - Nyungar naming meeting

As part of the rebranding strategy for the Guild’s outlets, we have decided to re-name the Vege Patch café, located on the south end of campus. We will be choosing a Noongar name for the café.

To inform us in this endeavour, Ingrid Cummings, the Curtin Noongar Cultural Advisor, facilitated a workshop with Professor Leonard Collard on Noongar language conventions. The workshop assisted greatly not only in educating the attendees, but bringing us closer to a meaningful and appropriate name for the widely loved café.



4.4. Students as Partners/Student Voice

On the 30th of October, I will be giving the annual 'Student Voice' presentation to Academic Board. The presentation will introduce the incoming 2021 Guild President, give an update on how Curtin has been engaging in Student Voice practices, give an analysis on the Guild's 2020 priorities, and present the Guild's 2021 priorities.

The 2020 Priorities I presented to UAB in Oct 2019:

- 1) Student Partnership
 - Student Partnership Agreement
 - Student Consultative Committees
 - Continuing to support the SVA project and implementing its recommendations
 - Active Faculty Student Advisory Committees in all Faculties
- 2) Authentic Assessment Design
 - Eliminating examinations where possible in favour of authentic and genuine forms of assessment
 - Ensuring that all students receive high quality feedback on their assessments
- 3) Environmental Sustainability and Ethical Partnerships
 - No further ties with harmful corporations
 - Increased partnerships and opportunities for students in sustainable industries
 - A commitment from the university to recognising that we are in a climate emergency, and acting accordingly
- 4) Staff Working Conditions
 - Improved staff to student ratios
 - Smaller class sizes
 - A commitment to prioritising the ongoing employment of our staff and maintaining our course offerings – an end to mass redundancies and continual course cuts.

I'll be undertaking an analysis on how each of these priorities have played out over 2020. Needless to say, I will be providing stern criticisms on Priorities 3) and 4).

4.5. Handover

The handover period has officially begun. All Office Bearers should have begun writing their handover reports, which are due to me on the 18th of November. I sent around an e-mail with explicit instructions, guidance, and information.

Kind regards,



Hana Arai
President
Curtin Student Guild

*******CW: death, campus incident*******

In Memory of Jonnie Hartshorn

Address of behalf of the students at Curtin University, read by Hana Arai (President, Curtin Student Guild)

I'd like to acknowledge the Whadjuk people of the Noongar Nation, who's ancestral land we meet on today, and recognise and pay my respects to their connection to this land and their elders past, present, and emerging.

Hello my name is Hana Arai, and today I'm here to speak on behalf of the student community at Curtin University.

Today, we have come together to remember and pay respects Jonnie Hartshorn, who was taken too soon last week from his family and friends.

First and foremost, I want to extend the sincerest of condolences from the students at Curtin to Jonnie's family and those closest to him. I don't think any of us could begin to imagine the pain you're enduring or the devastating impact this has had on you.

I didn't know Jonnie, and neither did the majority of students at Curtin. What I can say is that the news of his passing really shook the student community to its core. A young man, a tradesman, an apprentice, a son, a grandson, a nephew, and partner who was only 23 years of age. He was a student just like us.

Hundreds, even thousands of students have held his memory in their hearts over the past 10 days.

And just this week, we saw hundreds come together to bring in the new laws that seek to ensure this kind of thing never happens again.

We students come to university to pursue our dreams. We come to develop new skills and build relationships in the hopes that one day, we can go out into the world and contribute meaningfully to society. And that is exactly what Jonnie was doing.

We never expect that one day going out to work may lead to us never coming home to our families. And nobody should ever expect that.

And now his legacy has been immortalised in new laws to save other young workers just like him.

Today, the Curtin Student Guild has brought down a book for students to sign, that we will be giving to the family. After today, this book will be kept at the Guild reception over the next week.

I'll end by noting that they say that the one biggest happiness in life is to love and to be loved, and it sounds like Jonnie experienced just that.

Guild Council Report

Christopher Hall (He/Him)

2020 – Vice President Education



OH HEY, CHRIS

Education Vice-President-ing is a tough job. Chris makes sure all of the university's academic policies and procedures are in the best interests of the students.

Chris Hall | Vice President - Education
 Pronouns: He/Him
educationvp@guild.curtin.edu.au

Guild and University Meetings:

Date: 2020	Prominent Meetings:
21 st -25 th September	- Curtin Student Guild Annual Elections.
23 rd September	- Higher Education Meeting. - Meeting with the VC and Guild President.
24 th September	- Student Engagement Meeting.
29 th September	- NUS Education Officer Update.
30 th September	- <i>On Leave.</i>
1 st October	- Guild Executive Meeting. - Tavern Photoshoot. - September Guild Council (delayed).
5 th October	- Staff Cuts Stall. - NTEU Guild Planning meeting.
6 th October	- Staff Cuts Stall. - Courses Committee 6. - Student Wall Planner for 2021 Meeting. - Next Steps on Staff Campaign Meeting.
7 th October	- Staff Cuts Stall. - 2020 Annual Guild Games. - Curtin University Council Meeting.
8 th October	- On Campus Protest against the Staff Cuts. - Student Interview. - Students as Partners Meeting.
12 th October	- Learning and Student Experience Committee 12. (exam update)

	- Union Working Group Planning.
13 th October	- Staff Campaign Planning update 2. - Men's Mental Health Week Breakfast. - Good Binji Mental Health Week First Nations Event.
14 th October	- Election Debrief Meeting (Guild). - Higher Education and Student Issues Meeting. - Guild Executive M-Files Data Managing Meeting. - Excellence in Teaching Award Nominations Deadline.
16 th October	- Guild Executive Meeting.
19 th October	- Curtin Law School Student Engagement Meeting.
20 th October	- Adopting the Student Partnership Feedback organising. - Fight for Life Rally (CFMEU). - Nyungar Kewll Wongi – Nyungar naming meeting. - Presentation on Campaign Training Organising PSC.
21 st October	- Higher Education and Student Issues Meeting. - Global Conversations in Contract Cheating and Blackmail Presentation.
22 nd October	- Student Voice Australia Working Group. - Students as Partners Meeting. - Exec and Portfolio Managers Meeting. - October Representation Board.

Items of note (*); Highlighted Parts Address Feedback from Council.

Curtin Staff Cuts Update 2 & The Campaign Going Forward:

Curtin students can expect to face significant changes to their education with the passing of the Job Ready package and the cost cutting and restructuring associated with COVID 19. As a result, students can expect to pay more and receive less.

Students have the right to expect value for money from their education investment. Currently only 45% of a student's fees are invested in their teaching and learning.

55% of each student's fees are directed to Curtin's "central services" which pays for overheads to run the campus as well as professional support services such as property management (The Exchange) and marketing to attract future students.

Objectives

We propose to launch a campaign that will:

- Raise student awareness that less than half of their fees are spent on their teaching and learning and why that matters
- Highlight where the majority of a student's fees are being spent and seek feedback from students about whether they feel that is value for money
- Provide specific examples during the academic year of the ways in which the decreasing investment in teaching and learning is leading to student frustration and poorer learning outcomes
- Highlight the constraints academics face in providing support to students because of the redirection of fees from teaching and learning to central services

- Support academics to fight against their eroding conditions
- Lobby to have Curtin focus on its core business of education

The Campaign

It is feasible that the initial phase of the campaign could commence as early as the week of 2 November 2020 and run through until April 2021.

The Guild seeks to make this issue a priority for the incoming Vice Chancellor.

Campaign Channels

- Social media
- Student email
- Signage on campus
- On campus activities and events coordinated by the reps
- Negotiation with Curtin leadership
- Media

Planning

Pre-campaign work will take place the week of 19 October and 26 October to establish:

- Campaign name
- Digital strategy and timetable
- Artwork delivery

Mental Health Week Events:

The work of our representatives and our staff has been reflected in the most outstanding array of events over mental health week, I want to think all of you for your contributions to students in providing them with events that cater to all, so that staff and students can take their minds off their current stresses and do something engaging and fun. I think a particular focus this year was not just distracting from the stressful but encouraging conversations about why it is important to de-stress and what we can all do to better support our mental health and wellbeing.



Student Voice Australia 2020:

The Student Voice Australia leadership have reached out to partner institutions to formalise its new working group after shutting down over the COVID period. I am very excited to be a key stakeholder in this working group to drive the new terms of reference and the direction for the organisation into 2021. I hope the Guild representatives continue to attend and support this program, to inspire institutions to grow and take inspiration of those who show excellence in these areas. I know without my involvement in this programme in 2018/2019 I would not have the drive for representation and the skills I have utilised in my term as VP-E.

Excellence in teaching Awards:

The excellence in teaching award (ETA) nominees have been finalised and we have selected our winners. Thank you to all the students who put through their submissions and the faculty representatives for their hard work in coming to the final decisions. This year our category winners display the best in what students' value in an academic; people that encouraging class discussion, that are friendly and welcoming, and that they're dedication toward the course of infectious. Those who weren't awarded this year will also be receiving a certificate and it was suggested also a free Guild coffee and doughnut to recognize the contributions they make to their student community.

The ETA awards will be in the Think Space from 5-7pm on Thursday the 29th of October. Congratulations to all the winners and nominees.

FBL

Faculty Prize: Wahseem Soobratty
Honourable Mention: Eileen Aitken-Fox
Research Supervisor: Luke Butcher

HUM

Faculty Prize: Madison Magladry
Honourable Mention: Daniel McKeating
Research Supervisor: Marcia Van Zeller

HEALTH

Faculty Prize: Adrian Paxman
Honourable Mention: Penny Moss
Research Supervisor: Dr Lucinda (Cindy) Black

SCIENG

Faculty Prize: Anne D'Arcy Warmington
Honourable Mention: Professor James Miller-Jones
Research Supervisor: Alan Payne

Global Presentation on Contract Teaching:

Myself and Jo-Ann got to present on contact cheating with Curtin university to discuss the future of student support, contact cheating and academic integrity. There was a strong sentiment of creating environments where students don't have contact cheat and supporting those who do, in an open and honest way. I am looking forward to seeing what comes of this next year.

Contract Cheating and Blackmail

Curtin University

Prof. Jon Yorke
Academic Registrar

Dr Lesley Sefcik
Academic Integrity Advisor

Mr Chris Hall
Education Vice-President

Ms Jo-Ann Naidu
Manager,
Student Assist
Curtin Guild

A global university | Western Australia | Dubai | Malaysia | Mauritius | Singapore

CFMEU Fight for Life Public Rally:

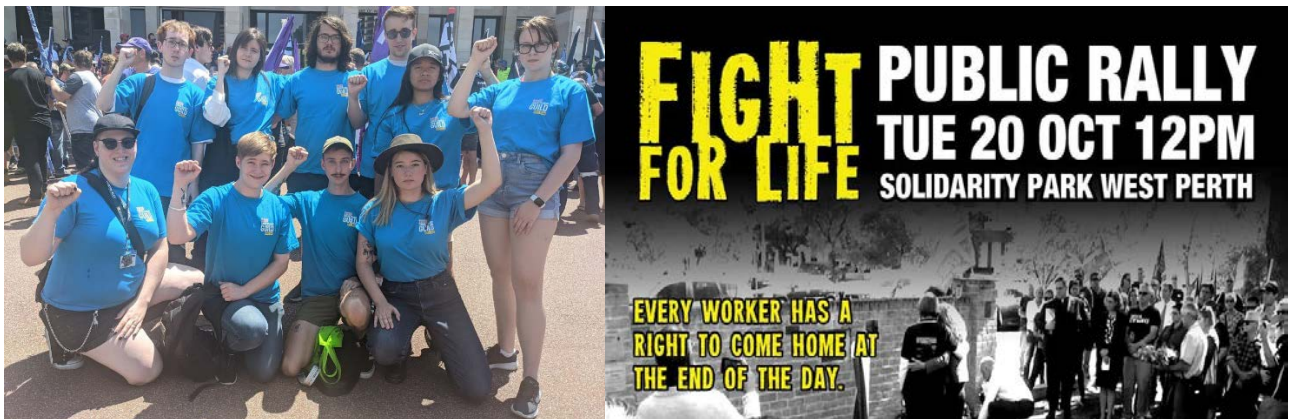
Myself and many other Guild Representatives attended the CFMEU Rally at parliament to put public pressure on our government to pass legislation to make workplaces safe and put in place laws that correctly fine and reprimand organisations where preventable workplace deaths take place. This movement came after the shocking announcement of a campus incident where the young Jonnie Hartshorn died in a building rooftop collapse.

We all have the right to come home safely from work each day. We expect a full and thorough investigation of this workplace tragedy.

The National Tertiary Education Union (NTEU) has set up a fund to support the workers impacted and their families here. <https://shop.nteu.org.au/.../curtin-uni-workplace-fatality/>

The rally has now also found the support of the WA Upper House, which has now passed the Health and Safety Bill to finally give Western Australia Industrial Manslaughter laws that will send bosses to prison if they kill a worker by cutting corners on safety and quality.

My deepest respect and thanks to every single person who turned up at this protest in support and solidarity with each other, and with the families of workers who went to work one day and never came home. You all made this happen.



Thank you for reading my report.

Social Distancing Regards,

A handwritten signature in black ink, appearing to read 'Chris Hall', written in a cursive style.

**Chris Hall,
2020 Curtin Student Guild VP-E.**

Vice President – Activities’ Report

Prepared by: Bridge Truell

DATE SUBMITTED: 24/10/20

SUBMITTED TO: GUILD COUNCIL (THROUGH SECRETARY)

1. Vice President – Activities’ Diary

University Meetings	
DATE:	MEETINGS & NOTES:
Guild Meetings	
DATE:	MEETINGS & NOTES:
30/9/20	HIGHER EDUCATION MEETING
1/10/20	GUILD EXECUTIVE COMMITTEE MEETING
1/10/20	GUILD COUNCIL
7/10/20	HIGHER EDUCATION MEETING
12/10/20	CLUBS & SOCIETIES COMMITTEE MEETING We’re currently in the thick of AGM season so this meeting provided a chance for clubs to ask Shelley and I any questions about running their AGMS, updating their constitutions, or requirements for renewals next year. At the conclusion of the meeting, Shelley ran another round of AGM training for any club leaders who hadn’t attended the first round or had any more questions.
14/10/20	HIGHER EDUCATION MEETING
15/10/20	GUILD EXECUTIVE COMMITTEE MEETING
20/10/20	OCTOBER ACTIVITIES COMMITTEE MEETING During this meeting, we discussed Multicultural Week (which is coming up next week, with the Guild’s Global Village event taking place on Wednesday on Guild Promenade), the 2020 Street Party coming up on November 6 th , and Stress Less Weeks running from November 6 th -20 th . We received feedback from the committee on Mental Health week with low turnout but high enjoyment for most activities. We will investigate more durable stress balls in future after receiving feedback that they were very easy to break and

<p>21/10/20</p> <p>22/10/20</p>	<p>very messy when they did. As always, plants, animals and free food proved popular with students.</p> <p>HIGHER EDUCATION MEETING</p> <p>EXEC & PORTFOLIO MANAGERS MEETING</p> <p>During this meeting, Kelli updated us on the redeployment of some of the G-Teamers to Guild cafes and the opening of a new café in Building 500 and Karen updated us on our financial situation which is faring ok thanks to JobKeeper and rent/utility freezes. Bec discussed Club Awards, Guild Games, Mental Health Week, and the upcoming Multicultural Week and 2020 Street Party. She also updated us on the status of the new clubs software and the proposal she's currently working on for the Guild to take on the Wednesday food markets from the university next year. Jo-Ann let us know about an academic misconduct panel she and Chris had sat on the day before and that Student Assist's laptop loan program has just been able to fund 20 new laptops. Scott updated us on the Angazi launch and the extremely popular trial of the Pay it Forward coffee scheme during Mental Health Week. David updated us on plans to change the number of food trucks and vicinities they're allowed to go on campus for next year. Chris finished off by updating us on the university's voluntary redundancies and the upcoming Excellence in Teaching Awards on Thursday.</p>
<p>Other Meetings/Events/Club Interactions</p>	
<p>DATE:</p>	<p>MEETINGS & NOTES:</p>
<p>7/10/20</p>	<p>GUILD GAMES</p> <p>On October 7th, our annual excuse to relive the former glory of our primary school sports carnivals, Guild Games returned. A team of Guild representatives made up of myself, Lachy, Hana, Jesse, Dylan, and honorary Guildie Trent Goodwin competed against 7 teams from various Guild clubs in tunnel ball, flag races, fill the bucket, leader ball, sack races, and a variation of an egg and spoon race featuring ping pong balls and paddles that I can only describe as literal hell. While we were unable to take out the Gold (or even the silver or bronze for that matter), we all had a great time and looked spectacular</p>

representing our Guild blue. Congratulations to the Australian International Business Association (AIBA) for their win!



[Image Description: Participants of the 2020 Guild Games sitting on the steps at The Forum in front of a big Guild Games banner]

8/10/20

2021 UNILODGE/GUILD PLANNING MEETING

Maryanne and I met with two of the staff from UniLodge down at Vickery House to discuss their planning for 2021 and whether there was the capacity for us to collaborate. We connected them with the Guild Google calendars so they can both avoid scheduling their own events at the same time as Guild events and also promote our events to their residents. We also discussed the possibility of running a Guild stall or short talk introducing new residents to the Guild during their residential O-Week (which runs in the week prior to Curtin's O-Week).

8/10/20

SCI-ENG MEET & GREET

8/10/20

PROTEST AGAINST STAFF CUTS

This was our second campus action against the staff cuts this semester and my first time MCing. It was a really amazing opportunity, drew a great crowd and featured some incredible speakers from across staff, students, the NTEU, and the Guild. After speeches, we got some group photos before marching on the chancellor's office and occupying it to take our message to the university that we will

15/10/20

continue fighting their proposed cuts and threats to the quality of our education.



[Image Description: A group of students and staff at the Staff Cuts Protest on October 8th, standing in Upper Henderson Court. Lots of people have NTEU flags and raised fists]

STREET PARTY WALK-THROUGH

Tanya gave Bec, Jess and I a walk-through of the site for the 2020 Street Party and discussed any further logistics that still need to be sorted. It was a really great opportunity to get a better idea of how the Street Party is going to be set up and I'm so excited to see how it goes.

16/10/20

CLUB AWARDS SUNDOWNER

This year's Club Awards were held as a Sundowner at The Tav (in lieu of their usual presentation at Guild Ball), but it was really nice, low-key evening and a great chance to celebrate our clubs and their accomplishments this year. Congratulations to:

- Curtin Consulting Group (CCG) AND Curtin Illustration Club – People's Choice Award
- Curtin Mechanical Society (CMS) – Best New Club
- Curtin Information Studies Club (CURTIS) – Most Improved Club
- Curtin Filipino Students Society – 2020 Club of the Year and 1st Place 2020 Clubs MEGA Challenge
- Curtin Writers Club (CWC) – 2nd Place 2020 Clubs MEGA Challenge
- Psychology Students Association (PSA) – 3rd Place 2020
- Curtin Card Games Club – Participation Prize 2020 Clubs MEGA Challenge
- Honourable mentions to the Health Promotion Student Association.

20/10/20

FIGHT FOR LIFE RALLY

On October 20th, a contingent of Guild reps attended the CFMEU's Fight For Life Rally at Parliament House to honour the memory of Jonnie Hartshorn who tragically lost his life on a building site at Curtin the week before and call on those sitting in Parliament to pass the industrial manslaughter bill that was set to be raised that day. It was an amazing opportunity to stand in solidarity with other WA unions and the passing of the bill through Upper House is a huge testament to the tireless work of the CFMEU and ETU.



[Image Description: Trent, Fatma, Lachy, Mike, Star, Kat, Dax, me, Chris, and Hana outside Parliament House at the First For Life rally]

2. Significant Developments

- With the Staff Cuts Protest on Thursday October 8th, student reps spent a couple of hours Monday-Wednesday running a stall in front of Guild reception to promote the rally and awareness around the proposed cuts and get signatures on our petition (which surpassed our 1000 signature goal before our second day on the stall). It was a great chance to enjoy some time outside on the ground interacting with students, and while this method of promotion can be quite slow and time intensive, it's a really great way to connect with students on a one-on-one basis and provides an important visual presence for the Guild. Running stalls to promote Guild activities and campaigns is something I'm looking forward to exploring more next year and has been being discussed among the Exec.



[Image Description: The Staff Cuts stall run by the Guild from 5-7 October, a table with a bright yellow Guild table-cloth and posters promoting the Staff Cuts protest on October 8th]

3. Media/Student Engagement

4. Travel

5. Other Matters of Note

- Massive shoutout to Marianne and Bree for their support in promoting and delivering the Staff Cuts campaign so far. While the campaign is far from over, I just wanted to give a nod to the incredible team of professional staff we rely on and what an invaluable asset their collective wealth of knowledge and experience are to us as student reps.
- Shelley is currently on leave so I've been working with Bec on club matters and will resume our fortnightly Clubs x VP-A catch-ups on her return.
 - a. Leave:
 - b. Higher Duties: Nil

Secretary's Report

Guild Council Meeting #11 29/10/20

Hello Members of the 51st Guild Council. It is almost time for me to go into that soft sweet goodnight as your secretary, soon I no longer will care about which rep filled in which form incorrectly (usually me) and will instead be able to focus on my passion for cold drinks, musical entertainment, and providing free food from our Guild Barbeques as your 2021 Vice President – Activities.

Guild Meetings

Date	Meeting and Notes
30/9/20	- Higher ed
1/10/20	- Executive Committee - Tav photo shoot: Cool, Fun, Summer!
5/10/20	- Staff Cuts petition and protest stall
6/10/20	- Staff Cuts petition and protest stall - Wall planner/diary meeting w/ Maryanne
7/10/20	- Staff Cuts petition and protest stall - Guild Games! (Cool, Fun, Summer)
8/10/20	- Staff and Students protest against the cuts
12/10/20	- Mental Health Week starts - Headspace workshop - Union working Group - Clubs and Societies
13/8/20	- Mens Mental Health Breakfast
14/8/20	- Election Debrief - Higher Ed - M-Files further instruction (execs) - Meeting with David and Chris to discuss Induction
15/8/20	- Guild executive Meeting - Induction Hub meeting
20/8/20	- Fight for Life Rally - October activities Committee
22/8/20	- Exec and Portfolio Managers meeting

Other Items of Business

Finances

So far reps have continued to be excellent financial managers, and are seeking advice well in advance before any spending, which is an attitude I would encourage continue into the new year.

M-Files

The executives have had another sit down with George and David to help further train us in the proper and effective use of M-Files. I feel as though the executives are quite competent (if not confident) using M-Files, and I have begun to expand how I use it in terms of processing paperwork and collecting documents. You can look forward to a secretary who will be a perfect processing machine next year, I am confident I will be the last secretary to ever make a mistake again! Hooray!

On that point, I have been bombarding poor George with questions about the potential uses of M-Files and ways I can use it better, he has been incredibly helpful in assisting me with this.

Induction Planning

Induction planning is still progressing, and I am looking forward to the day of, we have a rough schedule and a day pencilled in and have spoken to most of the portfolio managers about putting together workshops for each of the representatives.

I have also had a meeting with Bree to discuss her vision of, what was an excellent stroke of genius, the Induction Hub, which will be an online resource for all representatives to quickly access guides/information/templates and anything else they need for their roles. I think this will be an effective tool not only to help new reps get started, especially any mid year vacancies that might crop up in the future, but also help ease any issues caused by a lack of knowledge between new representatives and Guild Staff.

WASM Elections

The Kalgoorlie Branch held their elections just last week, they investigated having an online platform for students to use for the one hour voting period, as some were unable to make it to the physical polls.

Melinda reported to me that all candidates running were especially enthusiastic, and roughly about 1/3 of their students voted. Well done to all that ran and congratulations to those elected.

This is my second last report, and my timesheet is running out of room, I look forward to the last meeting next month with both great joy, and great sadness in my blood-pumpy thing. I hope everyone has a fulfilling and relaxing assessment period, and that you all rest afterwards.

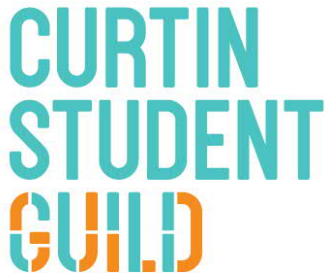
Regards,



LACHLAN LEE
HE/HIM [learn about pronouns](#)
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I attend my office on Tuesday through to Thursday from 9am to 5:30 pm each week, outside of these times I may be slow to reply or unavailable.

I acknowledge that Curtin University is on the lands of the Whadjuk people of the Noongar nation. This land is stolen land and was never ceded. I pay my respects to their elders past, present and emerging.



Student Guild of Curtin University

Guild Council

To be held at 6.30 pm on the 29th of October 2020

Club Resources and Office Bearer Training

Action:

That the Guild Council notes the resources and Office Bearer training available to clubs' officers.

Moved: Lachlan Lee (Secretary)

Seconded: Bridge Truell (Vice-President Activities)

Current Situation:

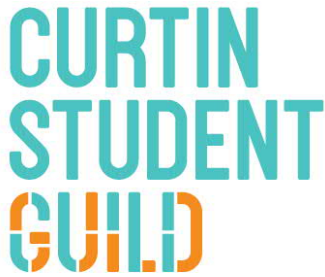
At the September 2020 meeting of Guild Council, a query was raised regarding the resources and training available to support club office bearers.

The Guild provides a range of resources and training for club office bearers, with a commitment to constantly growing and evolving these resources in response to feedback received, and the changing needs of clubs.

Training and resources available for club office bearers currently includes:

- Annual in-person club induction / introduction day (held in February)
- Clubs and societies committee meetings (held 2-3 times per semester)
- Drop-in Skype appointment slots with Clubs Officer (launched during COVID-19 lockdown)
- Tailored club training workshops held at regular intervals throughout the year. Whilst COVID-19 disrupted this year's full planned training schedule, a number of online options were still scheduled, including:
 - Interactive Club AGM Workshop,
 - Interactive Faculty Engagement Q&A Session for Academic Clubs,
 - Upcoming Succession Planning Workshop (delivered by Campus Consultancy via Zoom, will be recorded and permanently available online post-event),
 - Upcoming Team Management Workshop (delivered by Campus Consultancy via Zoom, will be recorded and permanently available online post-event)
- Annual Club Leaders Conference (postponed this year due to COVID-19)
- Curtin Club Reps Facebook Group – an open forum for club office bearers to communicate directly with both club support staff and fellow clubs around commonly-faced issues & questions, as well as sharing ideas and resources.
- Online Club Training Hub (includes templates, documents, guidelines, tips, and how-to guides): <https://www.guild.curtin.edu.au/club-training>.

Further one-on-one support readily available on request - contact clubs@guild.curtin.edu.au



Student Guild of Curtin University

Guild Council

To be held at 6.30 pm on the 29th of October 2020

Commerce Club Investigation Findings

Motion:

That the Guild Council:

- Note the report on the investigations the Guild undertook regarding the Curtin Commerce Club, David Bleakley and the deregistration of the club.
- Publish a summary of this report in the minutes of this meeting.

Moved: Dylan Botica

Seconded: Jesse Naylor Zambrano

Background:

It is important to preface this report with a clarification that the Curtin Commerce Club was not deregistered by the Guild, but rather failed to successfully renew their Guild affiliation in 2019. They were unable to meet club renewal requirements (provision of AGM minutes, signed office bearer statement, financial statement, bank statement, etc.). This led to their registration as a Guild club lapsing, as is the case with any club that fails to successfully complete the annual club renewal process in any given year.

Throughout 2018, the Guild became aware of a number of rumours and inconsistencies regarding the Curtin Commerce Club. Whilst largely unsubstantiated and somewhat minor to begin with, we began to see somewhat of a pattern as the year progressed.

This eventually led to the club being issued a formal warning in 2018 by Guild President Liam O'Neill with regard to an unauthorised "fresher camp" the club was found to have run.

At the beginning of 2019, issues with the club's 2019 renewal application and an allegation of a significant unpaid debt to an external creditor led to the club executive being brought in for numerous meetings with the Guild, in an attempt to work through the various issues and formulate a path back to good standing. Unfortunately, these meetings ultimately saw no follow-through or action from the club, and the club executive became increasingly unresponsive.

Due to various inconsistencies and missing documentation in the club's 2019 renewal application, particularly with regard to the club's finances, the club did not successfully renew with the Guild in

2019. The club's provided 2018 financial statement did not balance and was lacking detail / transparency, with amendments and supporting information not provided to the Guild when requested. Similarly, it was discovered that the club had opened a new bank account in late 2018. When asked by the Guild to produce records showing the closing balance from the old account and full transfer of club funds from the old account to the new one, the club failed to do so.

Despite numerous attempts and follow-ups from club staff to procure these documents from the club, they were not forthcoming, and their registration lapsed accordingly.

With the Guild not privy to an up-to-date membership list from the club (due to their failure to provide one), the Guild was unable to notify members of the issues at hand, alert them to the club's imminent registration lapse, or call for a Special General Meeting at which the issues could be brought to club members' attention. This is something the Guild aims to address by centralising the club membership records of all Guild-affiliated clubs within a new standardised club management software platform due to be rolled out in 2021.

Throughout 2019, a number of additional reports and allegations from other parties began to emerge, including:

- numerous external creditors advising the Guild and/or Curtin that they had been engaged by CCC for services or products but had not been paid,
- allegations of potential financial misconduct, forgery, and fraudulent behaviour by David Bleakley as an individual (2018 Treasurer / 2019 Vice President)

This case was complicated further by the fact that the club was also an incorporated association, and therefore also existed autonomously to Curtin as a registered body with the Department of Commerce. This meant that even once it was no longer affiliated or recognised as a club at Curtin, the association continued to exist in its own right outside of Curtin, enabling those running the club to continue operating under that name, with the associated implications of an official Curtin link.

Actions & Consequences:

- Club's registration lapsed - no longer Guild-registered and no attempt has been made to re-register.
- Cease and desist letter was issued to the club by Faculty of Business & Law (FBL) – club informed they were no longer permitted to use the Curtin name in any way.
- Revocation of the club's common room access. Locks were changed, repurposed to become shared FBL club room.
- David Bleakley was reported to Student Discipline Panel. It was found that he was no longer an enrolled Curtin student. The misconduct allegations were documented against his permanent student record regardless.
- David Bleakley was banned from campus by Academic Registrar.
- An alumni CCC member (who wishes to remain anonymous) initially regularly met with the Guild across several months in 2019, with the intent to gather further evidence against David Bleakley with the view of pursuing criminal and/or civil action. The Guild offered to fund and procure professional assistance in this matter (i.e. financing a lawyer / private

investigator / forensic accountant), however the member eventually withdrew from the matter due to personal fatigue and the impact to their own wellbeing.

- David Bleakley was reported to Western Australian Police Fraud Squad. Numerous conversations & meetings were conducted between a Fraud Squad Detective Sergeant and the Guild Student Experience Manager. WA Police eventually advised that they were unable to pursue a case due to the lack of a direct claimant / victim (i.e. a club member directly impacted by the actions and willing to step forward to lodge a formal complaint, provide evidence, and eventually testify as a witness in court). Regardless, the case has been formally documented and recorded by police.
- The Guild engaged solicitors to provide advice around the Guild's legal obligations in the matter. Solicitor's advice was carried out accordingly.
- A formal complaint was lodged with the Department of Commerce (Consumer Protection – Department of Mining, Industry Regulation & Safety), with respect to the club's incorporated not-for-profit status, with a request that this be investigated, audited, and revoked. The outcome of the investigation was that the department did not proceed with any audit or legal action, however the club's incorporated status was cancelled.

Future adjustments / protective measures:

- Centralised club management software to be implemented 2021
 - Live club membership records for all clubs to be stored centrally and accessible by the Guild at any time (would allow Guild to communicate directly with club members in instances of suspected misconduct by the club committee)
 - Financial and other club records stored centrally and accessible by the Guild as needed.
- Looked into possibility of Bankwest facilitating parent/child bank accounts for Guild & clubs, whereby clubs would establish their own bank accounts via Bankwest, but the Guild would be granted overarching access to view and/or assume control of these accounts as needed. Bank advised that no such option is currently possible/available.
- For Guild Council's discussion:
 - Consider adding a club renewal requirement from 2021 onward whereby all clubs are required to assign a permanent Guild staff signatory to their club bank account
 - Consider mandating that all clubs establish bank accounts with a single designated on-campus bank (i.e. BankWest). This also standardises processes and simplifies banking advice and instructions offered to all clubs. All monthly club bank account statements sent to the Guild to monitor / track. Not only provides greater protection from financial misconduct, but also provides smoother handover from year to year (i.e. should a previous Treasurer or committee be uncontactable, the Guild can organise bank access for incoming club committees).

Confidentiality:

Open

Motion: Curtin Student Guild - Student Partnership Agreement 2020

That the Guild Council approves the attached Student Partnership Agreement for circulation of the University Committees in preparation for Signing.

Moved: Christopher Hall

Seconded: Jesse Zambrano

Background:

The Partnership Agreement is being developed with the support of the Guild President, The University Librarian & Director and the Director of Student Experience. The partnership agreement is also the Primary KPI of the Education Portfolio in 2020 and aims to ensure accountability in building a University-wide culture of authentic partnerships between students and staff at all levels of decision-making and governance. This agreement supports students to participate in governance, project co-creation, co-design of learning and teaching materials and the opportunity to take up roles of leadership.

This partnership aims to create a culture that is consistent across the university, to work directly with students throughout the process to ensure that their concerns and aspirations are consistently understood. To partner with students in each aspect of the initiative from identification to solution. With an outcome that fully encourages student design and leads initiatives that matter to them and are in control of final decision-making.

The Partnership agreement aligns itself with many of the objectives from the Students as Partners initiative, addressing the cultural and project development of authentic partnership throughout the institution.

As opposed to the legal definition of partnership as something that involves equal responsibility and liability, the Curtin Partnership focuses on three primary commitments that apply to staff and students alike:

- To promote a receptive, and accessible institutional culture.
- To actively engage and contribute to the educational experience, the advancement of knowledge and extracurricular activities.
- To foster strong, supported and effective student leaders.

The Partnership Agreement aims to reference the work done by Student Voice Australia and use the step-up principles to establish best practices benchmarking guides to review and improve the current projects that are undertaken at Curtin University.

Confidentiality:

Open

CURTIN STUDENT PARTNERSHIP AGREEMENT

THIS AGREEMENT IS BETWEEN
THE CURTIN STUDENT GUILD
AND CURTIN UNIVERSITY

**CURTIN
STUDENT
GUILD**



Curtin University

THE PARTNERSHIP

ACKNOWLEDGEMENT

Curtin University and the Curtin Student Guild pay our respect to the Aboriginal and Torres Strait Islander members of our community and acknowledge the traditional owners of the land on which the Bentley Campus is located, the Wadjuk people of the Nyungar Nation; and on our Kalgoorlie Campus, the Wongutha people of the North-Eastern Goldfields. We acknowledge and respect their continuing culture and the contribution they make to the life of this university, city and region.

Curtin University and the Curtin Student Guild commit to adopting First Nations knowledge and practise throughout the student partnership agreement, in accordance with the Universities Elevate Reconciliation Plan and the values of our First Nations staff, students and community.

If you require the Curtin Guild / Curtin University Partnership Agreement in an alternative format please contact us on +61 8 9266 2932 or e-mail educationvp@guild.curtin.edu.au.

THE PARTNERSHIP

INTRODUCTION

The Curtin Partnership focuses on three common goals:

- To promote a receptive and accessible institutional culture which encourages and values the student's voice.
- To actively encourage students to engage and contribute to the inclusive education and research experience and the advancement of knowledge and extracurricular activities.
- To foster strong, supported and effective student leaders.

This Agreement (The Partnership) provides the core principles to:

- Create and promote a culture of staff and student partnership which is supported by all members of the Curtin community.
- Support staff and students to work together at all levels of decision making and governance for the enhancement of quality learning and teaching, the student experience and outcomes for students.
- Encourage students' participation in governance, as co-designers of their learning and student experience and in project co-creation.
- Position students to take on roles of leadership.

This Agreement identifies six pillars to:

- Create a culture that is consistent across the university, fostering an environment of working directly with students to ensure that their concerns and aspirations are consistently understood and respected.
- Outline the principles for partnering with students in each aspect of problem-solving, from identification through to a solution and that encourages outcomes that are student informed and led.

The Partnership will be reviewed every three (3) years.

- The review may include the alignment and proposed engagement with Student Voice Australia (SVA); National and International Students as Partners models that are relevant to Curtin; and identification of good practice, gaps, opportunities and expectations of the partnership agreement.
- To ensure the alignment with Curtin Universities Strategic Plan, the Partnerships supporting Operation Plan is a three (3) year plan that will be reviewed annually.
- The Partnership shall be reported on through the Curtin Learning and Student Experience Committee (LSEC);

The Curtin Student Partnership Agreement is an agreement between the Curtin Student Guild (See Attachment X/Curtin Student Guild Statute 4) and Curtin University (See Attachment X/ Curtin University Act).

THE PARTNERSHIP COMMITMENT

The Curtin Student Guild and Curtin University Perth are committing to:

INCLUSIVITY



- Being empathetic and provide special support to staff and students, be open to their unique needs.
- Showing respect for the views, opinions and beliefs of others.
- Ensuring underrepresented student groups are sought out engaged.
- Adopting First Nations practices and growing our authentic collaboration with first nations people.

SHARED VALUES



- Building authentic partnerships between staff and students, where both parties understand the importance of partnership, co-creation and recognising power imbalances.
- Upholding the values of both the Student Guild (Australia) and the University.
- Working honestly and transparently, with genuine effort to fulfil our commitments.

SHARED UNDERSTANDING



- Creating an engaging, supportive, and rewarding university experience where everyone is able to share their voice, be heard and generating positive change.
- Prioritizing handover and sustainability of projects and partnership.
- Developing strong staff leaders so that they can meaningfully engage with students in partnership and understand the value of co-opting them in decision-making processes.

CONSULTATION



- Embedding the student voice into all planning processes in research, teaching, learning, facility design and developmental opportunities.
- Collaborating in research, teaching, learning, facility design and developmental opportunities.
- Seeking and providing effective and relevant feedback.
- Acknowledging the differences in life-cycle and knowledge.

RECOGNITION



- Celebrating achievement and excellence in the pursuit of shared goals.
- Uphold the values of both the Guild and the University.
- Recognising formal and informal engagement.
- Celebrating and promoting the community's diversity.
- Developing and recognising strong student leaders from the Guild and the wider student community.

BUILDING KNOWLEDGE



- Ensuring that training and support is provided to all parties, to understand the principles, governance, procedures, life-cycle and expectations of each other and the spaces they engage in.
- Developing, comparing and sharing good practice models across our faculties and global campuses.
- Benchmarking to international and national leaders to grow our Students As Partners Model

THE PARTNERSHIP

ONE CURTIN

Over the years, Curtin's physical expansion has mirrored the institution's forward looking nature and responsiveness to the changing needs of Curtin students, partners and the broader communities we serve.

We acknowledge and respect the differences in culture and law between our Australian and Global Campuses and the range of ways that working with students as partners within a global network can be achieved. Our commitment to students as partners will ensure that we can develop a shared understanding of partnership and develop common goals at each of our campuses' to achieve the excellence in partnership that meet the strategic objectives of each local environment.

CAMPUSES AUSTRALIA



- A predetermined cultural understanding of co-creation and student involvement already existing within Australian institutions, we acknowledge the advantage that the Australian Campuses have to adopt far more complex levels of commitment from the student partnership agreement due to the nature of the environment.

GLOBAL CAMPUSES



- A commitment to students being engaged as partners and providing opportunities for student involvement in the governance and educational practices at each of our institutions.
- Consulting with the staff and students of our global campuses to identify their areas for growth and deliver objectives that fit the nature of each campus environment.
- Growing the understanding of partnership at our global campuses is key to establishing innovative ways of meeting our common goals.
- The strategic plan will include local implementation and enactment of projects that meet the strategic objectives of each of the global campuses.

THE PARTNERSHIP **ACCOUNTABILITY**

Underpinning the Agreement is a Governance structure and an Operational Plan.

The Operational Plan includes measuring the partnership agreement and partnership projects. It may include a review of existing Students as Partners initiatives at Curtin (mapped, and benchmarked for good practice); a mid-year review date for the progress of projects and the establishment of new projects that enhance student partnership.

The Operational Plan works to ensure the Partnership Agreement:

- Improves learning and teaching practices
- Informs university decisions, Increases student engagement,
- Enhances the student experience, and
- Evaluates student satisfaction.

There are many existing practices that this partnership seeks to formalise, all in which are joint responsibilities of the Deputy Vice Chancellor Academic representing the University Staff and the Guild President, representing all students. These include but are not limited to;

- Including the Curtin Student Partnership Agreement in induction packs.
- Implementing policy and procedure that ensures consistent evaluation of the authentic involvement of students engaging and contributing to the inclusive education and research experience and the advancement of knowledge and extracurricular activities throughout the institution.
- Ensuring regular communication channels are maintained between the Guild President and Curtin's Vice Chancellor (monthly, or as agreed by the parties) and that a member of the Senior Executive teams of the University and the Guild are assigned as liaison officers.
- Working in partnership to ensure awareness and adoption of the United Nations Sustainable Development Goals (SDGs) throughout the curriculum and through co-curricula activities.

Curtin University recognises the Curtin Student Guild as the peak student representative body for Curtin Perth students.

- It is the responsibility of Curtin staff members to meaningfully engage with students in partnership by co-opting them into spaces where decisions will be made that affect their education and university experience.
- It is the responsibility of Curtin students and the elected Guild Representatives to uptake these opportunities and to provide meaningful contributions to ensure that the best outcomes can be met for students and the University.

THE PARTNERSHIP

THIS AGREEMENT IS BETWEEN THE CURTIN STUDENT GUILD AND CURTIN UNIVERSITY

TERMS AND CONDITIONS

The Curtin Student Guild and Curtin University agree that:

- This framework shall become effective upon signature by the authorised officials from Curtin and the Guild and will remain in effect until modified or terminated by any of the partners by mutual consent.
- This Agreement (and associated framework) is at-will and may be modified by mutual consent of authorised officials from Curtin University and the Curtin Student Guild.
- All parties will make every effort to support and promote this agreement to their members and staff.

The undersigned agrees to the terms and conditions set out in The Partnership Agreement and is authorised by their respective organisation to make this agreement.

SIGNED:

SIGNED:

NAME:

NAME:

SIGNED:

SIGNED:

NAME:

NAME:

**CURTIN
STUDENT
GUILD**



Curtin University



Student Guild of Curtin University

Representation Board

Meeting #10

Thursday 17 September 2020

Council Chambers and Online

Meeting opened 6.02pm

AGENDA

1. Acknowledgement of the Traditional Owners:

"The Curtin Student Guild would like to pay our respect to the Aboriginal and Torres Strait Islander members of our community by acknowledging the traditional owners of the land on which the Bentley Campus is located, the Wadjuk people of the Nyungar Nation; and on our Kalgoorlie Campus, the Wongutha people of the North-Eastern Goldfields. We acknowledge and respect their continuing culture and the contribution they make to the life of this university, city and this region."

2. Attendance:

- 2.1. Members Present: May Majimbi, Jesse Naylor Zambrano, Chris Hall, Ben Grassi, Erin Russell, Fatma Sehic, Hana Arai, Lucy Rohl, Dax Jagoe, Dylan Botica, Clare Metcalf; Cristian Morello
- 2.2. Others Present; Maryanne Shaddick, Jo-Ann Naidu,
- 2.3. Apologies and Leave of Absence; Star Castillo, Jeru Sundar
- 2.4. Absent: Connie Martelli, Lulkbudia Mclean, Luke Gibson, Alexandra Pannell

3. Disclosure of any potential or perceived Conflicts of Interest. None

4. Minutes of the Previous Meeting:

- 4.1. Previous Meeting Minutes:
 - 4.1.1. Meeting from the 20/08/2020

Motion: that the Representation Board **Approves** the minutes of the previous meeting on the 20/08/2020 as a true and accurate record of proceedings.

Moved: Erin Russell

Seconded: Lucy Rohl

It was noted that Lucy Rohl's name was misspelt in the minutes of the previous meeting and would need to be corrected.

5. Matters Arising from the Minutes – N/A

6. Items Not for Discussion N/A;

7. Reports

- 7.1. President. Hana Arai said that the Guild discussed with Jon Yorke the possibility of the opt-in ungraded pass being available to eligible students in semester two. As well there was a discussion with Properties about ways in which Curtin could be more sustainable including changing the type of

research projects taken on. Hana briefed the committee about the Guild student elections and reminded officers to submit a leave form if they could not fulfil their hours.

- 7.2. Vice President – Education – Chris Hall directed the committee members to his attached Council report. He discussed the blended learning taskforce which was examining Curtin's online platforms. Chris spoke about the future of exams and that the Guild was lobbying for a transition to open book assessments at Curtin. He reported that the Guild had secured a reallocation of \$50,000 in funding to mental health support and counselling. Chris discussed the change proposal released by Curtin University which aimed to save \$41 billion. Curtin staff were being asked to forgo a pay rise and were invited to apply for voluntary redundancy. Chris discussed the Guild's response of a speak-out, petition and digital campaign. Chris said the Guild was informed of the proposed change management on the day the information was released. The date of next National Day of Action was discussed. Erin Russell spoke to the Curtin staff cuts issue and expressed concern about blended learning not offering as high quality as in person learning. Chris discussed the value of blended learning in offering students choice – especially the 10,000 Open University students at Curtin. Chris said that the Guild would be carefully assessing impacts to the student experience. Chris attended the staff town hall and provided feedback to the committee. Dax Jagoe raised the Blackboard Ally and the need for staff to be given more information about it so they can use it properly.
- 7.3. Faculty of Business and Law Representative – Submitted. Jesse reported that the faculty event had gone ahead with a lower attendance than anticipated.
- 7.4. Faculty of Sciences and Engineering Representative – Fatma Sehic noted her report as tabled. Fatma asked that if possible to get assistance from a post graduate faculty representative. May Majimbi said that individuals in those roles were available to assist. May also available to assist with projects. Fatma reported that she had reached 779 Facebook group followers.
- 7.5. Faculty of Health Sciences Representative – Submitted. Not present
- 7.6. Faculty of Humanities Representative – Not Submitted. Not present

- 7.7. International Students Committee President – Submitted. Cristian Morello reported on meetings including with the Global Positioning Committee and WASM. Cristian discussed mobilizing international students against Curtin’s proposed staff cuts.
- 7.8. Postgraduate Students Committee President – Submitted. May provided information on the Appeals Committee process. May had been working with the Research Office so students can re-engage with each other and their supervisors. May said \$5000 was made available from the Research Office for this and \$5000 for industry event networking which was connected to job market. May said that the PSC was lobbying for one off financial allowances to compensate for COVID-19 delays. May said that students still required scholarship extensions. Chris Hall thanked May for her work on the attached report. .May Majimbi noted that the university received block funding for HDR students upon completion of their research therefore it was important to keep those students engaged.
 - 7.8.1. OSC HDR Survey Report - Attached
- 7.9. Queer Officer – Report as tabled. Dax Jagoe spoke about Rad, Sex and Consent week and reported that the Queer department was running in person events in the Queer space. Dax discussed the project to assist Curtin rebuild the ally training. Dax advocated paying a Curtin staff member to run it. Dax reported on the new “We all need to pee” campaign. Dax spoke about identifying bathrooms that had problematic mounts of graffiti. As well Dax said that new gender neutral bathrooms were opening at building 302 and that as Curtin refurbished bathrooms they would be gender neutral.
- 7.10. Women’s Officer – Submitted
- 7.11. Indigenous Officer – Verbal Report. Not present
- 7.12. Accessibility Department Officer – Submitted. As tabled. Discussion with Curtin Disabilities closed caption lectures. Chris congratulated Dylan on his role in mental health week. Dylan went thru schedule for Mental Health Week.
- 7.13. Higher Education Developments – Maryanne Shaddick updated the committee on amendments to the proposed Job Ready legislation, the impact of the Foreign Relations (State and territories) Bill 2020, the appointment of new TEQSA chief Alistair Maclean, the ICAC report into former Adelaide University VC Peter Rathjen, university sector cost cutting measures as a result of COVID 19 and the issue of Australian intellectual property rights as a result of researcher participation in the Thousand Talents Plan.
- 7.14. Student Assist – Verbal Report. Jo-Ann Naidu updated the committee on the welfare program. As well she reported that the Guild was progressing with the laptop program and was running CPR and the first aid program. Jo-Ann said that Student Assist was still seeing cases of contract cheating academic misconduct. Joanne spoke about Safe Talk training. There was discussion about the 2021 representatives undertaking it. Dylan asked if Life Hacks courses will incorporate mental health life hacks. May asked if students were accessing Student Assist because counselling service is too slow. The committee was told that the wait time was about two weeks.
- 7.15. Chair of the Representation Board* - Verbal report. Nothing to report.

Motion: the Representation Board **notes** the reports
 Moved: Christopher Hall (VP-E)
 Seconded. Fatma Sehic
 Motion passed

8. Items for Discussion and Resolution

- 8.1. Opposing Curtin’s Covid-19 Strategic Response Consultation paper

Motion: The Curtin Student Guild opposes the restructures outlined in Curtin’s Covid-19 Strategic Response Consultation paper, and commits to fighting them through a public pressure campaign.

1. The Guild will send an all-student email encouraging people to attend the next student protest against the restructures
2. The Guild will send out a press release stating its opposition to the restructures and commitment to fighting them
3. The Guild will commit significant resources to this campaign in the form of material and social media posts, advertising upcoming actions in Guild outlets, and Guild representatives will endeavour to put aside time towards the promotion and organisation of upcoming

Erin Russell spoke to the motion saying she was not happy with the Guild's initial response. Erin provided her opinion about tactics that would work. Chris spoke to this motion and noted the fatigue of the officers. Hana spoke to the motion. Fatma spoke to the motion – suggesting a working group. There was discussion about a social media take over.

Moved: Erin Russell Seconded: Chris Hall
Motion passed

8.2. Oppose the upgrade of T L Robertson Library

Motion: The Curtin Student Guild opposes Curtin's planned \$80 million dollar upgrade to the T L Robertson Library while hundreds of staff are facing the sack.

1. The Guild will post to its social media platforms that it opposes the planned library upgrade while the university continues to threaten hundreds of jobs.
2. As long as mass staff sackings and course cuts are on the table, the Guild will not continue to give Curtin the appearance of "consulting" students by pursuing its Student Partnership Agreement.

Erin spoke to the motion saying that Guild should not form a partnership agreement with the University as it was not operating in good faith. Chris Hall asked for point two to be amended. Chris spoke in support of the student partnership agreement Chris told the committee that the student partnership agreement would give students more leverage. Chris supported opposition of the library. Hana Arai spoke in support of the partnership agreement. Saying it stopped the university from watering down student influence.

Chris Hall moved to remove part 2 from 8.2 Oppose the Upgrade of TL Robertson Library. Hana Arai seconded the motion. Erin Russell requested the minutes reflect her dissent. The motion passed.

8.2 Oppose the upgrade of T L Robertson Library

Motion: The Curtin Student Guild opposes Curtin's planned \$80 million dollar upgrade to the T L Robertson Library while hundreds of staff are facing the sack.

The Guild will post to its social media platforms that it opposes the planned library upgrade while the university continues to threaten hundreds of jobs

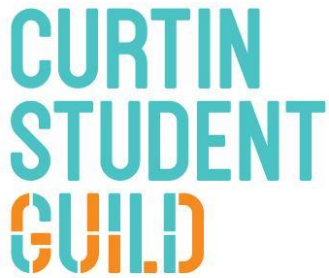
The amended motion was moved by Erin Russell and seconded by Dax Jagoe. The motion passed.

General Business. Dax Jagoe spoke about Curtin gender equity committees. There was discussion about Guild equity departments meeting more often to enhance cross communication. Chris Hall said there was to be a review into Ally network and ally committees.

Meeting closed at 7.55pm

1. Next Meeting

The next meeting of the Representation Board will be Thursday the 22nd of October at 6pm in Council Chambers with online attendance options. Motions and reports are due on the 15th of October at 4:30pm to Secretary@guild.curtin.edu.au.



Student Guild of Curtin University

Executive Committee

Meeting #24

To be held at 9:30 am on Thursday

the 1st of October 2020

Location: Presidents Office and Online

1. Acknowledgement of the Traditional Owners:

"The Curtin Student Guild would like to pay our respect to the Aboriginal and Torres Strait Islander members of our community by acknowledging the traditional owners of the land on which the Bentley Campus is located, the Wadjuk people of the Nyungar Nation; and on our Kalgoorlie Campus, the Wongutha people of the North-Eastern Goldfields. We acknowledge and respect their continuing culture and the contribution they make to the life of this university, city and this region."

Meeting opens at 10:12 am

2. Attendance:

- a. Members Present; [Hana Arai](#), [Chris Hall](#), [Jesse Naylor Zambrano](#), [Lachy Lee](#)
- b. Others Present; [May Majimbi](#)
- c. Apologies and Leave of Absence; [Bridge Truell](#)
- d. Absent;

3. Disclosure of any potential or perceived Conflicts of Interest

4. Minutes of the Previous Meeting: **EC#54/2020**

- a. Previous Meeting Minutes

Motion: That the Guild Executive Committee approves the Minutes of the Meeting on the 20th of August 2020, as a true and accurate record of the proceedings at that meeting.

[Lachy apologises for the minutes; the recording was a bit broken and couldn't be used for several portions of the meeting.](#)

Moved: [Lachlan Lee](#) (Secretary)

Seconded: [Chris Hall](#)

5. Matters Arising from the Minutes:

- a. Action List
 - i. Executive to do their Curtin Extra's [Lachy to do](#)

6. Significant Items

- a. Guild Executive Verbal Reports
 - i. President;

[On leave for the first week of the last fortnight, and then it was election period.](#)

A few key items – In communications with their new sustainability strategy, started speaking with Director of planning, discussing the strategy for consultation. Looking at ways to engage the broader student body. Looking at how the university can align itself to the UN's Sustainable Development Goals.

Spoke to Melinda last week, regarding how to oppose staff cuts on their campus.

Guild elections happened. There a few key differences this year, voting booth in Clubs HQ, with voting being a digital system. This has saved us a lot of money. We had roughly 50% engagement to previous years. Can be attributed to ageing only 1 ballot place and blended learning. Hana would like to congratulate the successful candidates.

Chris and Hana met with Vice Chancellor and DVCA, regular monthly meetings, to discuss redundancies and opt in ungraded pass, which is now applied to semester 2. Hana told the University we will be staunchly opposed to staff cuts.

We need to do the NUS KPI's for affiliation, Hana will be looking through KPI's today and sending them through Exec to go to Council tonight.

Chris queries how the NTEU Meeting went. Hana and May met with members of NTEU to discuss staff cuts and other issues, and how to support one another. We are looking to establish a working group consisting of NTEU Members and Curtin Guild members.

ii. Vice President – Education;

Chris was on leave yesterday for his birthday, happy birthday Chris! We have a photoshoot at the tav for 2020 street party promotional material. Meet with EMAS to discuss that as an official afterparty. Talked with EMAS to structure the night to coincide with the arrival of post street party guests.

Chris and Hana met with Senior executives, had a discussion around the universities cash reserves. Chris explains that the cash reserves of the university don't function like a reserve that the university can withdraw from. The cash reserves are largely tied to assets. The university runs at a loss always, it has a surplus of 2%, each year, they are wanting to return to this. Australian Technology Network recently opposed the Higher education Cuts.

Lectures have been announced to be online for 2020. Hana and Chris told them they do not support this unless it is by choice. Chris queried the DVCA if there will be allowances for "lectures" that resemble seminars or workshops, and need to be in person.

working with David Luketina to assess the legal viability of University forcing internal students online.

Mental health and Stress less week is coming up, noted in report that the Accessibility Officer has been great in organising this information.

Tried to launch an environmental campaign, unfortunately the staff cuts campaign occurred at the same time staff cuts campaign, so was overshadowed by this. Met with the NTEU several times, attended town hall and launched a petition. Going to run stalls every day next week, these are being organised today.

Student Partnership agreement is almost completed, staff are now working on their parts. Document is almost written and done, it is now working on actions and implementation.

hoping to set up a meeting with Hana, Catherine, and Julie Howell.
working with Guild.

Allocating staff to create presentations to run training/upskilling sessions. Changing how we do induction. The day will be structured more like a series of workshops.

- iii. Vice President - Activities. On Leave
- iv. Secretary;

Starting to move meetings back to in-person, starting with Executive Committee. Jesse suggests having the option to be available if there are extenuating circumstances.

I have been sent the count sheets of the election and have a rough estimate of the next people to be elected if there are vacancies.

Jo-Ann has contacted me about safetalk, getting a quote for 25 people.

Chris asks, can we get graphics for the monthly recaps?

Chris reminds Lachy he needs to do the meeting dates for 2021, and offers assistance.

May, is safetalk mental health first aid, Chris clarifies this isn't a qualification.

Lachy queries if Ally training is available. Chris will follow up on this.

Chris asks Hana if State induction is available. Hana says we aren't in a position to host or hold it.

- v. *Chair Of the Representation Board;
- vi. *Postgraduate Student Committee President

The NTEU, they wanted us to request that the Council invite an NTEU member to speak. Chris, during the meeting with the SET, they have reached out about how the library renovations could be altered. The university is applying for a state government grant of \$50m, however this applies only if the university is willing to contribute \$20m, this won't happen until later.

The HDR survey report is on the agenda for research committee and met with Gary Alison yesterday. There are issues around the sample size, Gary's office didn't want to disseminate the survey and set a deadline to close.

They have agreed to some of the PSC recommendations, in the form of providing one off allowances. GRS has money, they are putting 300,000 in internal internships, not focusing on external internships because of COVID fears.

Issues surrounding quality and satisfaction of co-taught units, postgraduates being given more work instead of more content.

Wait time in counselling services has been creeping up. Curtin has moved away from expanding counselling.

Chris and Hana thank May for her grace, enthusiasm, competence, and beauty. Thank you May. May requests discussion be immediately gagged.

- vii. *International Student Committee President

EC#55/2020

Motion: That the Guild Executive Committee notes the verbal reports given by the members present.

Moved: Lachlan Lee (Secretary)

Seconded: [Jesse Naylor Zambrano](#)

7. General Business

Now that Corrie is back, arranging meetings for incoming executive and staff. Chris suggests having finance training by the CFO, this is often offered.

Higher ed bill is on vote away from failing, we need to push the cross benchers away from voting for the bill. Hana will put something on the social media.

8. Next Meeting

The next meeting of the Executive Committee will be Thursday the 15th of October at 10:30 am in the President's office online.



Student Guild of Curtin University

Executive Committee

Meeting #23

To be held at 10:30 am on Thursday

the 10th of September 2020

Location: Presidents Office and Online

1. Acknowledgement of the Traditional Owners:

"The Curtin Student Guild would like to pay our respect to the Aboriginal and Torres Strait Islander members of our community by acknowledging the traditional owners of the land on which the Bentley Campus is located, the Wadjuk people of the Nyungar Nation; and on our Kalgoorlie Campus, the Wongutha people of the North-Eastern Goldfields. We acknowledge and respect their continuing culture and the contribution they make to the life of this university, city and this region."

2. Attendance:

- a. Members Present;
- b. Others Present;
- c. Apologies and Leave of Absence; [Hana Arai](#)
- d. Absent;

3. Disclosure of any potential or perceived Conflicts of Interest

4. Minutes of the Previous Meeting: **EC#53/2020**

- a. Previous Meeting Minutes

Motion: That the Guild Executive Committee approves the Minutes of the Meeting on the 9th of July 2020, as a true and accurate record of the proceedings at that meeting.

Moved: Lachlan Lee (Secretary)

Seconded:

5. Matters Arising from the Minutes:

- a. Action List
 - i. Executive to do their Curtin Extra's [Lachy to do](#), [Bridge to check if completed](#).

6. Significant Items

- a. Guild Executive Verbal Reports
 - i. President; [On Leave](#)
 - ii. Vice President – Education;

[Chris has been acting president](#), as [Hana has been on leave](#) and will touch on president duties that have been covered.

Past two weeks have been very eventful

Had a meeting last week with Connie to discuss KPI's and progress.

The university has released a proposal of their staff cutting measures, including a statement of asking for voluntary redundancies Chris attended the town hall and asked a few questions, and received commendations from staff. The university is seeking a savings of \$45 million and has asked staff to forgo a 2% pay increase.

Bridge and Chris, met with Curtin connect on how to activate their spaces. Allowing clubs to book those spaces.

Blended learning taskforce meeting, blended learning will not be used as a permanent move online.

Meet with JCUSA, to discuss a potential trimesters campaign they will have to run. Chris gave them several pointers on how we ran our campaign and how best run theirs.

Meeting with international DVCA's, who have been reviewing the partnership agreement.

Had a meeting of the Commercial Services Committee.

Chris suggests in future that if a specific proposal or idea is coming through a committee, then a staff member from the Guild should come to speak to this idea.

There will be a speak out today, Bridge will be speaking.

Lachy asks: At JCUSA, what are their semesters normally, how different is the Trimester model?

Lachy, for my personal curiosity, how much are people paid to sit on that board. May – lists the amounts, Lachy, have these amounts been looked at being reduced along with staff?

Chris, the payment is voluntary, but no.

iii. Vice President - Activities.

Been working on planning the upcoming EOSB, which will take the form of a street party, Chris and Bridge were having a talk about artist bookings. Bridge would like to reach out to Georgia, as she has been good in that past. If not, Tanya will find someone regardless. Rad sex and consent week was this week. Online creepy vs cute went well, chat in the discord was good and was a lot of fun. Queer department meet and eat has gone ahead and went really well, will need to chat to Kelly to discuss more vegan options. Guild upcycle markets is coming up. Please bring in your clothes. Speaking at the speak out and speech is sorted. Rad sex and consent week, in terms of digital engagement is one of the biggest of the year.

iv. Secretary;

Lachy was on leave for most of the week prior, this was good and invigotating

Commercial Services Committee was held, looking forward to holding more of these.

There has been large Curtin Extra Uptake from the reps following the previous email sent around. Election ballot draw has taken place, congratulations to our elected candidates, particularly the president, Jesse.

Watched the UWA presidential Debate, and i'm interested in holding something similar at Curtin if we have a contested president position, it is good to see high level candidates be forced to present argument, similar to how they would have to present to the university.

v. *Chair Of the Representation Board;

vi. *Postgraduate Student Committee President

May, creating a survey for postgraduate students, have passed it on to Jo-Ann for feedback. TEQSA are doing a run over of all of the surveys done in the wake of COVID asking for all of the peak bodies.

May is working on a guideline for the PSC committee members to help them with handover and dealing with student queries. Governance is dry. Gary Alison is on leave, information on how the scholarship allowances will be disseminated won't come out until Gary returns.

vii. *International Student Committee President

EC#54/2020

Motion: That the Guild Executive Committee notes the verbal reports given by the members present.

Moved: Lachlan Lee (Secretary)

Seconded:

7. General Business

8. Next Meeting

The next meeting of the Executive Committee will be Thursday the 24th of September at 10:30 am in the Presidents Office and online.

MINUTES

1. Acknowledgement of the Traditional Owners:

"We wish to acknowledge the traditional custodians of the land we are meeting on, the Whadjuk people. We wish to acknowledge and respect their continuing culture and the contribution they make to the life of this university, city and this region"

2. Attendance:

- 2.1. Members Present; Fatma Sehic, Min D. Chia, Lucy Rohl, Ms Rachel Kogiopoulos, Mr Kenny Lye
- 2.2. Others Present; Jo Boldison, Karen Rennie, David Luketina
- 2.3. Apologies and Leave of Absence; Beatrice Panganiban, Lachlan Lee
- 2.4. Absent; Katelyn Colson, Hana Arai

3. Disclosure of any potential or perceived Conflicts of Interest

4. Minutes of the Previous Meeting:

4.1. Previous Meeting Minutes –

Motion: That the Finance and Risk Committee **approve** the previous minutes of the Finance and Risk Committee held on the 20th of May 2020 (*Attachment 4.1*).

Moved: Lucy Rohl (Member)

Seconded: Kenny Lye (Member)

4.2. Any Circular Resolutions – N/A

5. Matters Arising from the Minutes

- 5.1. Action List (*Attachment 5.1*).
There were no items on the action list.
- 5.2. Finance and Risk Committee Work Plan 2020 (*Attachment 5.2*)

All items listed are in the agenda

6. Items for Decision

6.1. Reforecast 2020 Operating & Capital Budget (*Attachments 6.1a-b*)

Karen mentioned that this was the third time the committee was seeing the Reforecast Budget, and although the situation around Covid-19 was again unfolding quite rapidly in other parts of Australia, it was thought that this version should provide the best basis for comparison given what we know at this point in time.

Motion: That the Committee recommends that the Guild Council approve the 2020 Reforecast Operating and Capital Budgets.

Moved: Min D. Chia (Member)

Seconded: Rachel Kogiopoulos (Member)

6.2. Budget 2021 – Guild cash target and WASM upper limit (*Attachment 6.2*)

David mentioned that for 2021 we have assumed that business will continue as per a normal year, however our assumptions would need to change if it looks like the effects of COVID-19 may run into next year.

Karen advised that the 2021 budget is likely to look a lot like the original 2020 budget in terms of wages and sales.

Motion: That the Finance Committee approves the approach suggested for the development of the 2021 budget.

Moved: Rachel Kogiopoulos (Member)

Seconded: Kenny Lye (Member)

7. Items for Discussion

7.1. SSAF 2021 Proposals (*Attachment 7.1*)

Fatma queried that considering the greater student need that has arisen from the COVID-19 situation, is it wise for the revised post COVID amount allocated to Student Assist in 2020 to be approximately \$50k less than it was before. Fatma wondered as student assist are very busy at the moment, is it appropriate to reduce their SSAF allocation?

David advised that the proposed 2021 amount is for next year, and we are assuming business as usual next year. He stated that the figure that Fatma was querying is the adjustment that was forced on us this year because we will receive \$1m less SSAF. David advised that the amount of SSAF that was stripped from other SSAF projects was far larger than for Student Assist. In 2020 there has also been additional external funding allocated to Student Assist so our expenditure in this area will actually be higher than originally budgeted.

Motion: That the Committee endorses management to prepare 2021 SSAF proposals as per the details provided.

Moved: Lucy Rohl (Member)

Seconded: Min D. Chia (Member)

7.2. Risk Management Plan Update (*Attachment 7.2-7.2a*)

David mentioned that this evolving document is largely self explanatory and has been looked at by this Committee in detail in the past. David advised that he has made mention of the main material change in the paper.

7.3. Review Asset Register (*Attachment 7.3-7.3a*)

Rachel mentioned that there seems to be quite a significant number of assets that have been written down to zero. She queried whether they should be included and have they been reflected in a replacement program or are they included in capital works? How are they looking like being replaced?

Karen advised that these assets do not need to be removed or replaced as they are still being used. Karen advised that the Managers get a list of assets yearly and they check the list to make sure that all assets on the list are being used and are viable assets. Anything needing to be removed is actioned at this point in time.

8. Items for Noting

8.1. Financial Reports for June 2020 (*Attachment 8.1a-c*)

David commented that the results have provided no negative surprises so far. Generally any surprises have been positive, with things like takings at outlets or further rent abatement. We have tended to adopt a relatively conservative stance, but as Karen alluded to earlier, it is quite easy for the COVID situation to change and things could end up being more negative than we have assumed.

Kenny queried if there needs to be any consideration about impairment of the receivables given the COVID situation. ie, is that likely to be collected?

Karen advised that all receivables are either Curtin University or the ATO for Jobkeeper, so there will be no issue with collecting this in full.

8.2. 2020 Quarterly SSAF and Grant Expenditure Report (*Attachment 8.2*)

Karen referred to the previous query from Fatma regarding the reduction of SSAF support for Student Assist in 2020. Karen suggested that the report showed that the Student Assist department is tracking just over that which is allowable within the rules of SSAF.

David noted that this is just the SSAF acquittal, but we have also just received a \$50k Lotterywest grant that is going towards Student Assist to support students through hardship.

8.3. June 2020 Financial Ratio's (*Attachment 8.3*)

David noted that the general picture that is represented by the asset replacement ratios is a little bit misleading. David noted that there are a lot of critical assets that have been replaced like, the IT infrastructure that we rely on, all the tills in the outlets have been replaced and a lot of kitchen equipment has also been replaced in the Main Kitchen. Overall, assets that particularly help with productivity, have been replaced. Assets that are still working fine, we have not spent money on.

9. General Business

None

10. Items to be Communicated

David mentioned that generally staff are apprised of how the Guild is travelling financially with regular catch ups. Staff are kept in the loop with the everchanging scenario and Guild Council are kept up-to-date with the reforecast budget and we update the University periodically.

Next Meeting –

The next Finance and Risk Committee will be held on Wednesday, 16 September 2020 at 12.30pm via video conference (unless restrictions have eased).



Student Guild of Curtin University

Activities Committee - Meeting #7

To be held at 2:00 pm on Tuesday the 8th of September 2020

Location: ONLINE.

1. Acknowledgement of the Traditional Owners:

"The Curtin Student Guild would like to pay our respect to the Aboriginal and Torres Strait Islander members of our community by acknowledging the traditional owners of the land on which the Bentley Campus is located, the Wadjuk people of the Nyungar Nation; and on our Kalgoorlie Campus, the Wongutha people of the North-Eastern Goldfields. We acknowledge and respect their continuing culture and the contribution they make to the life of this university, city and this region."

2. Attendance

- 2.1. Members Present; Jess Bourne, Bec Barendrecht, Lucy Rohl, Clare Metcalf, Mindee Chia, Jason Kim, Bridge Truell, Maryanne Shaddick, Tanya Della-Santina
- 2.2. Others Present;
- 2.3. Apologies and Leave of Absence; Hana Arai
- 2.4. Absent; Dylan Botica, Lachlan Lee

3. Disclosure of any potential or perceived Conflicts of Interest

4. Confirmation of the Minutes of the Previous Meeting

Motion: That the activities Committee **approve** the minutes of the previous meeting held on 11/8/2020 as a true and accurate record of the meeting.

Moved: Bridge Truell (Vice President – Activities) Seconded: Lucy Rohl

5. Matters Arising from the Minutes – None

6. Business on Notice

6.1. Reports

- a) Activities Vice President's Report
Bridge did not submit a written report because of who they are as a person, but gave a verbal update on 2020 Street Party, Rad Sex & Consent Week and Guild Upcycle Markets.
- b) Manager Reports
Maryanne's report was attached, along with Student Member Segments document which committee members were encouraged to read.
- c) Events Staff Report

Jess updated on Rad Sex & Consent Week, Guild Upcycle Markets, Guild Games and Club Awards.

Motion: That the activities committee notes the reports
Moved: Bridge Truell (Vice President – Activities)
Seconded: Clare Metcalf

6.2. Event Evaluation

Upcycle Markets – raised approx. \$300 for Backpack Beds, got rid of all small stuff, some big stuff left over. Extremely successful.

Lucy raised a question about the fact that larger items at the Upcycle Market were difficult for most students to arrange transportation. Jess responded that they definitely noticed this and if repeating the event, will likely focus on smaller items which were largely more popular.

- a) Online event feedback

7. Collaborative Event Planning.

Mental Health Week – Jess has been working closely with the Equity Officers on events for Mental Health Week.

The current environment has meant the Events & Engagement teams have been able to focus on Mental Health Week more than previous years.

Plans:

Workshop from Headspace on Mental Health – managing mental health and spotting signs in other people.

Men's Mental Health Breakfast – Tuesday

George Bode is COMING BACK, THIS IS NOT A DRILL – Wednesday

Activities – Thursday – Stress ball making/pot plant making (collaborating with Environmental Action Network)

Star & Lulkbudia's event on Thursday – Self care and Sistahood

8. General Business.

9. Next Meeting – The next ordinary meeting of the Activities Committee is Tuesday, the 13th of October at 2pm. Documents and motions are to be submitted no later than 2pm on Friday, October 9th to secretary@guild.curtin.edu.au



Student Guild of Curtin University

Activities Committee - Meeting #6

To be held at 2:00 pm on Tuesday the 11th of August 2020

Location: ONLINE.

1. Acknowledgement of the Traditional Owners:

“The Curtin Student Guild would like to pay our respect to the Aboriginal and Torres Strait Islander members of our community by acknowledging the traditional owners of the land on which the Bentley Campus is located, the Wadjuk people of the Nyungar Nation; and on our Kalgoorlie Campus, the Wongutha people of the North-Eastern Goldfields. We acknowledge and respect their continuing culture and the contribution they make to the life of this university, city and this region.” Meeting opens at 2:06 pm

2. Attendance

- 2.1. Members Present; Bridge, Hana, Jess, Maryanne, Lucy, Dylan, Jason, Mindee, Tanya,
- 2.2. Others Present; David
- 2.3. Apologies and Leave of Absence;
- 2.4. Absent;

3. Disclosure of any potential or perceived Conflicts of Interest 4. Confirmation of the Minutes of the Previous Meeting

Motion: That the activities Committee **approve** the minutes of the previous meeting held on 1/7/2020 as a true and accurate record of the meeting.

Moved: Hana Arai (President)

Seconded: Lucy Rohl

5. Matters Arising from the Minutes – None 6. Business on Notice

- 6.1. Reports
 - a) Activities Vice President’s Report

Report has been sent around, BBQ schedule is being sorted, Hana and Bridge met with Val recently over COVID based concerns, given the greenlight for up to 100 people events just require approval from the Provost.

3 Guild upcycle markets coming up over the next few months.

Hana – in terms of BBQ schedule., how frequently will these be?

Bridge, these will be about once a week, but these will not all be BBQ’s, some will be Breakfasts or catered meet and greets. Wanting to leave those spaces open to clubs as much as possible.

- b) Manager Reports

Maryanne, report is included in the pack, goes through digital reporting through O-Week and O-Day, overall engagement is lower this semester, we can expect this as there was a lower intake of students this semester, different to school leavers, and weariness of online events. Generally speaking, we were happy with it, and have good EDM open rates. One that goes across about 3 weeks. Discord ODay got up to 7% of the new to Curtin students, not sure as we don't know which are new or returning. Good to know for accessibility and reinforcement, as Oday can be quite overwhelming.

Hana – In the transition to online study, engagement has seen a bit of an increase, has that been maintained or has it started to dip?

Can't predict what the rest of the semester will do, but it has been really high, especially the kind of information the community has sought from the Guild. What that has meant for students, Students looking to the guild and engaging with the information coming out about changes to academic policy. Virtual events have had ok engagement, perhaps less than physical events but this is to be expected. Hands off Campaign, hard to maintain momentum for that, initial announcement has attracted huge attention.

Jason would like to comment on the Clubs Carnival (O-Day), clubs he spoke to were happy with the overall effort and the assistance provided. Jason's club had good engagement with clubs that did attend.

Tanya, outside of event proposal, Tav has been up and running from last week, quite busy around happy hour, registration open for comedy night, still waiting on number of people who have registered

Bridge, happy to see reoccurring events for the trivia nights on their Facebook page, Tanya will let Bridge know how many attend.

Hana – comparing the patronage to last year, what is the difference, just because of the study model of blended learning. Has there been a decrease in the patronage? Tanya, definitely a decrease, don't have a percentage but knows there has been by the decrease in staffing numbers. Hana is looking for a ballpark figure about the difference. Tanya has the spreadsheet and will send this to Hana.

David – Answer on Hana's question, as the Guild we are trading at roughly 60% of what we were trading this time last year, Student load is in the vicinity of 70%, consistency with our trade and universities projections.

Is this being reflected in opening hours?

Tanya, hoping to bring uber eats through and keep open to 8 pm, but open to 7pm, have not even required to push into it at all, slight difference for us.

Jess – sorry that report is late today, will recap some stats

Given that it's the first time we have done something like virtual Oday, might discuss more on this at a later stage.

We think it was very positive, we think it gave students a chance to look at all the services we offer, overseas students had the opportunity to participate, 625 people take up the invite link, 556 people active in the discord, we were hoping for around this engagement. Engagement good in giveaways channel, positive interactions with people, a couple of minor annoying incidents. Tried to not let that impact the other people experience.

Clubs, great to hear Jason had a good experience. Seems like there was varied levels of engagement, varied across how much engagement clubs had with posting. Clubs reported that they had higher levels engagement with other media

Held virtual speed dating, an on campus event was hosted by Bridge and Chris, much more intimate, 15-20 people, had to adapt how it was ran. The people the came were still having a really good time. Virtual friending 25-30 people attended that. Took a little while to wamr up

Drink and draw was probably the most successful, high engagement with around 25-35 people

Hana has a comment on how well your team has adapted to the move online, navigating room bookings, you have done a fantastic job, huge props for getting through it. I think that this being the first time we have done something of this magnitude online, you have killed it, looking forward to what's next.

Jess will touch on what's next, look to work with Kirribilli to diversify the offerings, trying to squeeze a whole year into one semester. Upcycle market in the works, donations opening shortly, furniture and homewares is first. Bigger on campus events.

Other two of the series in the works. Working alongside different departments to get things started up, e.g. mental health week.

c) **Events Staff Report**

Motion: That the activities committee notes the reports

Moved: Hana Arai (president)

Seconded: Lucy Rohl

6.2. **Event Evaluation**

a) **End of Semester Bash 2 Event Proposal**

End of semester Bash event proposal, Tanya, main reason for doing it at this point, Tanya has taken the ideas that were floated at the beginning of the year, an event that would bring a festival style to campus, but with the current limitations, the COVID issue, campus events have a maximum at 100. Hospitality events at 2spm/person because we are not in phase 5

The map would show an area that would hold 1500, we would be pushing to now fit 900 people in there. Tanya would like to show the high-level costs and the impact of stage 5 restrictions, we would be putting an event on that would only be good for 900 students. The style of event that the tavern is, it would be difficult to enforce social distancing. If there is community transmission, it would be 2 weeks out of exams, Tanya cannot make this decision alone. It is a hefty event for so much risk.

Hana wonders if the standards at Curtin there exceeding the community expectations of what the current requirements are in WA, Val was in agreeance, the way Curtin is doing it, she thinks that it will have a negative impact on our reputation. Worried about this style of event with our restrictions while nightclubs are open. We are sitting on half capacity, does not cause us any problems. Tanya is happy to set up another meeting with Val, but doesn't want to proceed any further without an agreement that we can hold this event. Hana loves the idea of the event. Would love to see a rebrand of the name of the event, to something along the line of "post lockdown party"
Tanya like this and only put EOSB, so people can know what it is about.

Hana, cost for attendees, not sold on doing free entry for Guild Members, two reasons offsetting the cost would be beneficial, when you have entry fee/ticket sales, it locks people in and you put value to your event. This increasing the patronage of event if we add value to our event.

It was brought up from a management point of view, it was designed to be done in the afternoon, so we could avoid closing the tavern. The only reason because the pricing came up, students missed out on so much already, Tanya wanted to show the costing would be if we went this way, we also have 10 and 15, as it was budgeted before. Hana – would you be keeping the event open until midnight, 2 – 5 pm

Picked 2pm to run an acoustic style start up, and from then on an outside bar. End of Semester is a revolving trade, people in during the day are not normally there at the end, and people who come late stay until the end. If you didn't have it flow through the day

David Luketina, a lot of people there it can be a bad look for the Guild, things can change in the state, we don't know how it will play out in the state. It is important that we talk through the risks, if it wasn't during OCIVD we need to discuss the risk and downside of the event.

Just going off what David said, what is the policy if we start committing to this early, what happens if we have to go back to an earlier stage? Even if the university revokes permission down the track. Might have to risk going back on a couple of things.

Amongst the reps, casual talk about the pros and cons of this event. Somewhat easier to control things like social distancing, know the numbers to prior, wanted to raise the question if a Ball is a possible alternative.

It is a huge undertaking, a lot of eggs in one basket, build-up of the event/promotions/marketing, if something does change, we are leaving people in the lurch with what we can do. If students for whatever reason become concerned about attending an event like this. Have we thought of anything were we could do a smaller scale range of things we could do for smaller events? Tanya – could we do a huge picnic on the oval?

Anything that creates a dancefloor mentality, it is just risky with people not understanding the risks.

Clubs are reopening, they're getting a load of attendance, there has been nothing on social media/media about the social distancing not being applied to clubs. Don't need to be concerned about reputation. Do we consider it safe/a public health risk? Maryanne, agree but it could be the unpredictability of the event. The guild doesn't run a night club, it about the guild at Curtin putting on an event of this scale., we cannot guarantee that it will be safe. If something does happen can we get out money back/pivot the benefit to students in another direction, resource strain/logistical strain, if we put all of our effort into this.

Some students have asked about the ball, obviously it is not on campus, in the traditional way we run the ball, in terms of the venues availability/policies,

David, it's the one with all the eggs in the basket, we are opening Tav regularly, if something happens we close it, if we focus on one event we take risk. What else could this look like, we could run a whole bunch of things that give back to our members, lots of things we can do for our members. Brainstorm an alternative and compare to this idea. Tanya wasn't asking for a decision today, if you wanted to arrange a separate meeting, set up in the next week or so. Hana's heart is in holding one big event. The resources in 900 hundred students benefit, is the biggest restraint, not enough reach for students.

Dylan Botica, would the 900 be total capacity at any one time. Let the event revolve, just an additional area, can sell a certain amount of tickets,

Jason – what is the motivation behind this event, raise more funds/engage with students. This has always been a guild celebration for the end of the year.

Hana – providing fun activity for end of year.

Maryanne- this style of event for people who are connected on campus, lot of first and second year/health science and engineering students who attend, students with more contact hours. Isn't as relevant to other groups. Not as appealing to international students/part time students/working students

How do we make sure all groups of students benefit from the activities?

When I think about this year, it seems like the balance of the kind of activities we do, the balance has swung to the other side, students who have more contact hours aren't missing out, people are just looking for a big celebration.

Maryanne, we can consider, for students who are on campus, with the tavern, to rebadge them to more of a celebration style, food and bev students love any opportunity for discounts or competitions, half priced lunch or competition. There are a lot of opportunities to consider. Hana suggests moving this discussion to a later date. Tanya will try and lock in the meeting.

b) **Online event feedback**

Dylan – fantastic, well I don't know, I was just going to say that drink and draw/friend speed dating went really well, wasn't as awkward at the start, really good idea, the people there got in contact with each other afterwards

It was obvious that everyone in the server was participating.

Bridge, drink, and draw was fun.

7. Collaborative Event Planning

Thinking of floating for next time, for next time to think about any ideas instead of going into it generally, we can theme this to things coming up if need be. Would be cool to think about the best event you've been to on campus before, and off campus.

8. General Business.

9. **Next Meeting** – The next ordinary meeting of the Activities Committee is Tuesday, the 8th of September at 2pm. Documents and motions are to be submitted no later than 2pm on Friday, Septmeber 4th to secretary@guild.curtin.edu.au



Tavern Managers Report – 08/09/20

Activations

Tavern Comedy Night 21/08/20 was well attended with approximately 100 guests in attendance

Trivia Nights are also maintaining well patronised numbers with approximately 10 tables participating on the last show 25/08. Comedy Night back on this Tuesday following student free.

Thank you all for attending the special activities meeting to discuss End of Semester Bash scheduled for the 6th November. Preparations are now under way to develop Emergency Management and Risk Assessment Plans to submit to the University. These detailed plans are required to enable a letter of consent to be provided along with the license submission to Racing Gaming and Liquor and Application for Public Event with the Town of Victoria Park. As the name of the event is being sought from Activities and Student Engagement I will be referencing it as "End of Semester Bash" for all applications.



CURTIN STUDENT GUILD

Student Segments 2020

Too Busy to Care

- These students have established off campus networks
- May not live close by
- Try and minimise being on campus
- Any age range but could be older, study externally, post grads, part timers, 3rd year +
- Not generally motivated to attend Tav parties or other scheduled events
- Social life separate from uni life
- If looking for resources they want to find the information quickly and easily
- Have a lot of other commitments and priorities: work, family, study
- Not engaged in Guild comms

What they care about

Academic day to day

Getting a job after uni

Good quality teaching

Having facilities and services they need at uni

Finding what they need quickly and easily

Barriers to Guild

No time

No interest

Not motivated by on campus events and

activities Opportunities to meet their requirements

More online resources and information could be valuable

Potential to engage with off campus benefits such as discounts, competitions, special deals, family offers

Targeted info/support from Fac Reps is available but could it be optimised?

Student Assist online

If attend events on campus most likely to be a community event or related to their course or for networking

On campus giveaways that are available when these students happen to be around

Scholarships may be desirable and enhance awareness of Guild

What are the strengths of our offer

Ability to identify this segment and offer targeted benefits

Student Assist

Faculty advice

Fac reps

Equity departments



What they care about

Belonging

Member segments.

Newbies

- School leavers aged 18 and 19 most of whom study full time.
- International students – many are a bit older aged 20-26 years.
- Studying at Curtin from TAFE, other unis or bridging courses who are mainly aged 20 -22. A lot study part time.
- School leavers and new international students are highly engaged with Guild comms
- Can be a bit overwhelmed and feel anxious
- They are making sense of uni processes and systems

Making friends

Understanding how things work at Curtin

Being independent

Studying the right course

Doing ok academically

Barriers to Guild

Events not relevant

Uncomfortable about participating in events and activities with people they do not know

Guild not on radar/do not know what it is **Opportunities to meet their requirements**

Events where they feel confident to attend

Events linked to their course, school or faculty could assist them make friends and feel confident

Opportunity to join Guild Clubs

Events linked to Student Housing where some students may be living

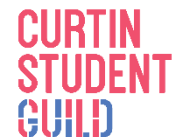
Sports may be a good way to make friends. Can we partner with the Stadium?

What are the strengths of our offer Orientation

Information and advice from peers (reps) Clubs

Competitions, discounts and promotions to make them welcome and promote a sense of belonging

Student Assist



Away from home

- International students, interstate, regional students
- There are about 5300 international students at Bentley with almost 40% of them post graduates
- There are about 1200 internal students from regional WA and the majority (70%) study full time
- A few hundred enrol from interstate
- 35% are New to Curtin each year
- Miss home
- Visa dependent on academic success (internationals)
- Many may live on campus or nearby
- Drink less (internationals)
- Price sensitive (Internationals)
- Internationals are highly engaged with Guild communications
- Want info about uni, where to go, what to do
- Internationals desire friendship with domestic students

**There are an additional 600 international students at Curtin College. Many live nearby and some live on campus. They enrol at Curtin College and complete a 2 year diploma that provides entry to a 2nd year bachelor degree. Most are science and engineering/health science students.*

What's they care about

Quality of education

Belonging

Establishing themselves within a new community

Ability to secure employment after graduation

Uni facilities and services

Opportunities to meet their requirements

On site accommodation activities and events

Faculty and school activities

Online resources and assistance

Barriers to Guild

Events are not of interest or convenient

Do not know about Guild events and services

What are the strengths of our offer

Orientation

Reps

Clubs

Equity Departs

Student Assist

On site activities and venues close to where they live

Connected on Campus

- The students who are most engaged with the Guild are primarily first and second years especially Science and Engineering and Health Sciences students
- It may be that these students have the most contact hours on campus
- Likely to attend at least one major Guild event at the Tav
- The most engaged Bentley students are likely to live on campus or close by
- Most likely also involved in clubs or other uni programs
- Generally happy with their Guild experiences

What they care about

already engaged group

Opportunities to socialise and be connected

Quality of education

Ability to secure employment after graduation

Uni facilities and services

Barriers to Guild

Events are not relevant or of interest

Their friends are not going

Other commitments Opportunities to meet their requirements

Increase repeat visitation by fine tuning events and activities and/or introducing rewards for repeat attendance to paid events

Feedback suggests there may be an appetite for lower key events as well as major Tav events; ie sundowners may also appeal to those wanting to socialise but not in a big event environment.

Giveaways, competitions and promotions enhance the value of Guild membership to an

Rewards as well as discounts at food and Beverage outlets **What are the strengths of our offer**

Events and activities

Reps Clubs

Equity Departs

Student Assist

Outlets

