

MINUTES

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; Jesse Naylor Zambrano (online); Fatma Sehic (online); Bridge Truell (online); Lucy Rohl; Clare Metcalf; Rachel Taylor; Dylan Botica; Luke Brosnan; Min Dee Chia; Lachlan Lee (online 6.30pm)
- 2.2. Others Present; David Luketina; Maryanne Shaddick (minute secretary)
- 2.3. Apologies and Leave of Absence; Harry Brooking; Jason Kim
- 2.4. Absent; Robert Vusak;

There was discussion about Lachlan Lee’s absences from Guild Council and the number of absences members can have and the process members need to follow for advising of their absence from a meeting. The Managing Director spoke about the regulations (specifically with regard to leave of absences) and the process of removing someone from Guild Council. There was discussion about how much of the meeting a member was required to attend before otherwise being marked as absent. Fatma said that Lachlan Lee had submitted apologies for previous absences.

The issue of leave of absences was moved to General Business.

It was noted that the Deputy Chair of Guild Council had resigned on or about 5 September 2021. There was discussion about the process that had been undertaken with regard to filling the Guild Council vacancies and that of Deputy Chair of Guild Council. Fatma Sehic updated the committee about the steps she had taken in relation to filling the Guild Council vacancies. In relation to the vacancy of Deputy Chair of Guild Council Fatma said that a request had been sent to Maryanne Shaddick, who responded that she would check her correspondence and apologised if she had missed auctioning this request.

Lucy said that she would open nominations for the position of Deputy Chair of Guild Council. Rachel Taylor nominated for the position. There were no other nominations. Rachel Taylor was appointed Deputy Chair of Guild Council.

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

4. Minutes of the Previous Meeting

- 4.1. September Special Meeting

Motion: That the Guild Council approves the minutes of the previous meeting held on the

02/09/2021, as a true and accurate record of proceedings at that meeting.

Dylan requested the attendance list of the inquorate meeting 26 August 2021.

Moved: Rachel Taylor
Seconded: Min Dee Chia
Carried

July Meeting Minutes

Action: That the Guild Council confirms if the amendments to the minutes are appropriate.
Action complete

5. Circular Resolutions – N/A
(Circular Resolution distributed but withdrawn before deadline)
6. Matters Arising from the Minutes. None. There was a query about whether a member had to be at the meeting to vote to accept the minutes. The Chair Lucy Rohl said yes that was the case.
7. Reports
 - 7.1. President – Submitted. Jesse Naylor Zambrano reported on the International student speak out and updated the committee about what Curtin was doing to communicate to travel restricted students. It was noted that EBA negotiations for Curtin staff had commenced. There were no questions.
 - 7.2. Vice President – Education – Submitted. As tabled. Dylan Botica asked about the progress of Unit Outline Review. Bridge Truell noted that he was distributing it within the week and that he was also working on the Excellence in Teaching Awards.
 - 7.3. Vice President – Activities – Submitted. Dylan queried the level of detail in Lachlan Lee's report. It was noted that Lachlan Lee was on leave during the month. Lachlan noted the Clubs Grant summary report. Rachel Taylor asked about Rad Sex and Consent Week. There was concern expressed about the level of detail in the report and there was a request for more information to be included in the next Guild Council report. There was discussion about forthcoming events and planning of them. There was discussion about the Guild Ball and Mental Health Week advice provided to Jess Bourne of the Guild Student Experience team. It was noted that operations and logistical matters were referred to the Student Experience team. Lachlan Lee spoke to his role. There was discussion about Lachlan joining the meeting online and the process of letting the Chair know about leave of absences.
 - 7.4. Secretary – Submitted. No questions.
 - 7.5. Managing Director – Excluded for confidentiality reasons.

Motion: That the Guild Council approves the reports.

Moved: Rachel Taylor

Seconded: Clare Metcalf

Carried

One vote against (Dylan Botica)

One abstention (Lachlan Lee)

8. Safety Report

Action: That the Guild Council discusses the Safety Report.

Rachel Taylor asked about the break-in at the Tavern. David Luketina said the damage was covered by insurance. The damage was a broken window. David Luketina explained that spirits were stolen. It was the Tav's third or fourth attempted break-in. David Luketina explained methods to prevent break ins. Locks had steel plates, there was a full alarm system which alerted security, internal cameras, no money was left on site and tills were left open. The other break-ins had different entry points. The Guild had reinforced each location that have had break-ins.

Clare Metcalf enquired about the employee who was injured tripping on stairs. David Luketina confirmed that it was a workers compensation claim. The Guild received an opinion from a second doctor. David said that we could not identify anything wrong with the stairs or what the person was doing. The employee was on a Return to Work plan and would be back to work in full capacity in about a month. Dylan Botica asked for an update on casual conversion to permanent work under Fair Work. Dylan asked whether the Guild was encouraging people to convert to permanent jobs. David said that every casual employee was contacted in writing about this process and an assessment was made about whether individuals qualified for permanency. No casual employee qualified for conversion to permanency at this time. There was a discussion about staffing at the Guild. Dylan Botica asked whether there was an opportunity to provide more people with secure work at the Guild. David Luketina said that the balance of permanent and casual roles was about right at this point and if we tried to create more permanent roles, it would be to the detriment of the Guild. Dylan Botica said that the Guild should be trying to do more than the standard to maximise our staff's security. David Luketina said that it was a balancing act between providing best outcomes for our members and best conditions for staff. The Guild was running break even with its commercial operations. He said that the Guild could not run at a loss and provide food cheaply to students at the same time.

Motion: That the Guild Council notes the Safety Report.

Moved: Jesse Naylor Zambrano

Seconded: Fatma Sehic

Carried

9. Business on Notice

9.1. Review of Guild Strategy

Action: That the Guild Council reviews and provides feedback on the Guild's Strategy.

David Luketina said that there was a requirement for the Guild to have a strategy published on the website. The strategy was approved previously. Clare Metcalf asked how the strategy was evaluated. David Luketina said that the portfolio managers' business plans fed into the strategy as well as the plans of the representatives. Jesse Naylor Zambrano asked for the strategy to include additional opportunities to encourage the involvement of more students (not just those who were elected). Dylan Botica noted that any changes should not water

down the Guild's governance. Lucy Rohl requested the inclusion of an environmental footprint. Jesse Naylor Zambrano asked for the inclusion of processes for accessibility (physical, online and financial). Jesse also requested that the document reflect that the Guild was a student union and that the Guild was seeking to expand SSAF funding.

10. General Business. Lachlan's attendance at Guild Council meetings was discussed as well as arrangements required for requesting online attendance.

There was a request to move in camera. Procedural motion moved by Dylan Botica. This was carried with eight votes in favour.

There was a request for David Luketina and Maryanne Shaddick to remain. The committee voted in favour of this request.

Meeting moved out of camera at 7.47pm

There was discussion about what constituted an appropriate report. It was noted that reports should contain information about what was discussed in meetings, issues and updates, outstanding items, resolved matters, those items that were relevant to fulfilling job requirements and KPIs. It was noted that the Guild Council could drill down if need be. It was noted that there was a variation in the standard of reporting to Guild Council. Dylan Botica spoke about the standards of reporting and suggested a template. Lucy Rohl spoke about introducing a best practice guide.

Action. The Secretary would look into this and Lucy Rohl would work with the Secretary.

Guild Council noted the election of new officers and there was discussion about when incoming representatives should start to be consulted about decisions. .

11. Next Meeting

The next ordinary meeting of the Guild Council is Thursday, 28th of October at 10am to be held in 100.301. Documents and motions are to be submitted no later than 4:30pm on Thursday 21st of October to secretary@guild.curtin.edu.au