

## President's Guild Council Report October

**Prepared by:** Jesse Naylor Zambrano

**Covering Dates:** 14/10/21 - 12/11/21

**Submitted to:** November Guild Council

**Leave:** 1 week (1/11/21-5/11/21)

### 1. Meetings

#### 1.1 Meetings

Date	Type	Meeting	Comments
14/10	Guild	<b>Remuneration Tribunal Meeting</b>	Discussing objections submitted to the tribunal
14/10	Uni	<b>SSAFEAC #3</b>	Advocated to break the status quo of 50/50 SSAF split between Uni and Guild. Advocating for a reimagining of how SSAF is allocated, with an emphasis on giving students more say over student money
15/10	Guild	<b>Curtin Contingent to School Strike for Climate</b>	Guild provided transport to rally and back
18/10	Uni	<b>Student Guild Complaint Meeting</b>	Curtin has engaged an external contractor to review and improve its Complaints system. Jo-Ann (Manager Student Assist) and I were interviewed for our viewpoints on the strengths and weaknesses of the current system.
18/10	Guild	<b>Student Meeting</b>	Briefing student in Tuition Free Organising Team to co-moderate Tuition Free Forum with the VPE
19/10	Guild	<b>Commercial Operations Committee</b>	Curtin Properties are understaffed and remaining staff are tied up with Curtin Exchange. They will not be able to approve planned renovations to Cafe Central soon, which means the project will be delayed.
19/10	Guild	<b>Tuition Free Forum</b>	Staff and students from across the University gathered to discuss impacts of Academic Calendar change. Identified this is first and foremost an Equity and Diversity issue, as the groups most impacted are students from low socio-economic backgrounds, rural and regional, mature age students, students with disabilities and mental illness, women with families. Watch the livestream recording <a href="#">here</a> .
20/10	Guild	<b>Guild Staff + OB Satisfaction Survey Review</b>	Meeting with Exec, David (Managing Director) and Nika (HR) to review the results of the survey and brainstorm improvements.

21/10	Uni	<b>Academic Board Executive</b>	Advocated for the formalisation of opportunities for students to speak within Academic Board workplan. Discussion about creating a buddy system for students on university boards and committees, to provide more support navigating University governance
21/10	Guild	<b>Guild Executive</b>	
21/10	Guild	<b>Representation Board</b>	
22/10	Uni	<b>Vice Chancellor Monthly Meeting</b>	
22/10	Guild	<b>1:1 Check-In with VPA</b>	Lachlan Lee resigned from the role of VPA.
22/10	Guild	<b>Handover Meeting</b>	Touching base with Theo, 2022 President Elect, to plan handover activities for next 2 weeks
26/10	Guild	<b>Activities Committee</b>	Actioned a review of the Event Application Form and Process introduced at the start of 2021
26/10	Guild	<b>Exec and Portfolio Managers Meeting</b>	
26/10	Uni	<b>Students as Partners Community of Practice</b>	Staff from across the University who employ or work with students discuss projects and challenges across their portfolio. Engagement with recruitment for initiatives has been a concern S2 2021. It was identified that the different areas are siloed, lack of communication between them. I advocated for the Guild to be the body that recruits and trains students, and connects them with opportunities for partnership with staff across Curtin University.
27/10	Uni	<b>Students as Partners Remuneration, Reward + Recognition Workshop</b>	Brainstorming what appropriate ways we might remunerate, reward and recognise student participation in partnership activities
27/10	Guild	<b>TF Organising Lunch: 2022 Brainstorm</b>	Meeting of 15 members of Tuition Free Organising Team, to debrief on the TF Forum the previous week, and brainstorm forms in which the campaign might continue in 2022
28/10	Guild	<b>Guild Council</b>	Was held in Clubs HQ. Overall I recommend continuing to have meetings such as Reps Board and Guild Council during daytime, and in venues accessible to students, to facilitate Guild member participation in these committees.
28/10	Guild	<b>Peer Pathways Info Meeting</b>	Learning about <a href="#">Peer Pathways</a> peer support for accessing mental healthcare

29/10	Guild	<b>Office Bearer Admin Support Tasks</b>	Meeting with Nika (HR) and David (MD) to discuss the kinds of admin support reps could benefit from.
29/10	Uni	<b>O-Week Festival Creative Session</b>	Stakeholders around the University brainstormed ideas for Orientation Sem 1 2022
29/10	Uni	<b>Academic Board</b>	Queried how Curtin is navigating its values of diversity and inclusivity while operating campuses in territories where being LGBT+ is illegal, especially with sharing of lecture content between Bentley and Global Campuses
29/10	Guild	<b>Guild Staff + OB Satisfaction Survey Review</b>	Follow up to create actions - mainly actioning the preparation of a strong handover that introduces incoming reps to Guild Professional Staff and encourages communication and collaboration
29/10	Guild	<b>Excellence in Teaching Awards</b>	Presented Humanities awards
9/11	Guild	<b>SaP Review Strategy Discussion</b>	Discussing how best to action Reps Board resolution to review SAP. VPE and VPE Elect actioned to survey reps involved in SAP this year. Main purpose of review is to hand over SAP 2021 activities to incoming 2022 Exec team.
9/11	Guild	<b>1:1 Catch Up Secretary</b>	
10/11	Guild	<b>Humanities Campaign Debrief</b>	Debrief on what went well and what can be improved next time
11/11	Guild	<b>Handover Meeting</b>	Touching base with Theo, 2022 President Elect, to plan handover activities for next 3 weeks
12/11	Guild	<b>Pasar Malam</b>	Greeting VIP Guests (Hannah Beazley Vic Park MP, Seth Kunin DVC International), delivering short speech at Official Welcome

## 2. Items of Significance

### 2.1 2021 Review and Handover

#### 2.1.1 Guild Staff and OB Satisfaction Survey

Exec have reviewed results of 'Guild Staff and OB Satisfaction Survey'. Reflecting on the positive and negative aspects of the team dynamic, we have actioned a robust handover to set the incoming team up for success.

#### 2.1.2 Handover and Induction

I have been overseeing the Secretary's Handover project. Handover will focus less on information dumping, and more on key foundational information, team building and setting of office conduct

expectations, introductions to professional staff at the Guild who can support them, and where to find resources like Induction Hub. Early in 2022, more information sessions will be conducted for more specific information incoming reps will need.

### 2.1.3 Incoming President

I have been working to keep the President Elect consulted and in the loop, especially around strategic activities like proposals for 2022. I have actioned Theo Rohl to work with David (Managing Director) to alter the layout of the Guild Reps Office to facilitate the teamwork she'd like to see in 2022. I have advocated for Equity Officers to be provided a workspace in the Reps Office.

## **2.2 Students as Partners**

### 2.2.1 Clubs Hub Proposal

The Clubs Hub Proposal has been submitted. The proposal is a case for the transformation of Building 201: Level 7 into a vibrant centralised hub for student clubs and societies at Curtin University, with a view to extend further throughout the building in future years. The Proposal was endorsed by 30 club presidents. Please reach the proposal, which is attached, and the President's testimonials.

There are 112 clubs affiliated with the Guild with around 15,000 members. Club leaders are at the forefront of student engagement at Curtin. We are advocating for Curtin to acknowledge this, and empower club leaders by providing access to spaces and resources to build a strong clubs culture at Curtin.

### 2.2.2 'Students as Partners Support' SSAF Proposal

A status quo exists at Curtin that SSAF is split 50/50 between Curtin and the Guild. This is founded not on 'equality' or 'fairness', but rather because WA legislation enforces that WA Guilds must receive a *minimum* of 50% of the SSAF. Before the Federal Government's 'Voluntary Student Unionism' legislation was passed in the 1970s, the Guild would receive 100% of student money.

Throughout 2021, I have advocated to ensure that our partnership with Curtin is meaningful, rather than tokenistic. This means structural change, to give students more access to opportunities to make meaningful change, access to resources, and access to spaces on campus.

This year, the Guild is applying for 52.5% of the SSAF. We've put forward this proposal seeking:

- \$40,000 for Club Launch Event Grant to be made permanent, \$20,000 in grants for clubs at the start of each semester, to bolster club events and clubs culture.
- \$90,000 for the Guild to hire a Students as Partners Leader, to work with the University's counterpart Students as Partners Lead. This staff member would facilitate the onboarding and training of Student Partners, and the admin of connecting them with opportunities across the University.
- \$20,000 to fund an extra day a week for the Vice President Education and an extra hour a week for the Faculty Representatives, and International and Postgraduate Presidents. To recruit and train Student Partners, sit on University selection panels, etc.

## **2.3 Tuition Free Campaign**

### 2.3.1 Tuition Free Forum

Watch the livestream recording [here](#).

The Tuition Free Forum was planned and executed by the Tuition Free Organising Team. Thanks to Francis Russell, Paul Gardner and Jacqueline Boaks for speaking on the panel to the impact of Academic Calendar changes on staff workload, as well as their observations on the impact to students.

Thanks to Bridge Truell (VPE) and Angus Legge for MC'ing the panel discussion. Thanks to Sofia Gonzalez Torres, Hameed Mohammad, Keelan Powell, Clare Poustie, Rey Nairn, Scott Lister and Amber Hilston, our student speakers on the panel.

Thank you to all the students who joined to listen or share their perspectives, including our online attendees. Overall, around 60 students engaged with the event, though not all of them stayed for the entire event.

The Forum highlighted that the Academic Calendar change was an equity and diversity issue, as those most impacted are those from disadvantaged and marginalised groups. Rural and regional, mature age, disabled, mentally ill, and poor students struggle most to survive the demands of a more compressed Academic Calendar.

### 2.3.2 TF Organising Lunch + Brainstorm

We met with the TF Organising Team for the last time in 2021. We debriefed on the forum, and brainstormed plans for 2022.

Notable ideas were that there was high value in engaging regular students with driving forward the campaign, as they brought diverse skills to the campaign, and connections to different parts of the University community.

President-elect Theo Rohl committed to reconvening the Organising Team in February 2022, to lay plans for the campaign ahead of Orientation.

### 2.3.3 Proposal to Academic Board

The Organising Team actioned the drafting and submission of a proposal to the Academic Board, to conduct a review of the impact of the Academic Calendar change in 2022. The submission was put to LSEC, which must approve it to be recommended to Academic Board.

The Learning and Student Experience Committee on Tuesday 9th November, 2021, ruled that they would not recommend a review of the impact of the Academic Calendar change to Academic Board. Their justification:

- This was not a normal year because of the impacts of Covid-19
- A review will happen in 2023 anyways, so there's no point having one in 2022

This outcome will be communicated to 409 students who requested updates on the campaign.

## 2.4 Remuneration Tribunal

The 'Decision of the Curtin Student Guild Remuneration Tribunal 2021' has finally been finalised!

Notable changes:

- Equity Officers moved from honorarium pay to hourly pay in line with Faculty Reps, and their remunerated hours increased from the equivalent of roughly 3 hours per week, to 7.5 hours per week.
- Chair of Representation Board moved from honorarium pay to hourly pay of 2 hours per week.
- Monthly reports to Guild Council must demonstrate satisfactory progress towards KPIs

This document should have been sent to you via email, and will be viewable on the [Guild Governance website page](#) throughout 2022.

## 2.5 Guild Precinct Refresh

This year, we have refreshed the Guild Precinct to make it a brighter and more pleasant space to spend time in, and to clearly show its function as a student space.



Image 1: Panorama of the equity space mural, which makes the purpose of the space clear and injects inviting colour and fun.

Image 2: Image of the newly painted exterior wall of the Equity Space and Guild, with new neon 'The Zone' signage to tempt students to check it out, and new sign pillars pointing into Equity Space.





Image 3: The newly painted floor of Guild Courtyard - or 'The Zone' as it is now known. The perimeter walls were painted white to brighten the space, and the external paint colours match those inside the equity space to tie the spaces together.



Image 4: During 2021 Curtin coopted the painters we hired to also whitewash the Simply Delicious alleyway, and commissioned a new mural. I think this ties in well with refreshes to the rest of the precinct, even though they weren't actioned paid for by the Guild.

#### 4. TLDR

The Guild has rejuvenated its Equity Space and Precinct, creating a fun and welcoming student environment. The remuneration tribunal determination has been finalised, more than doubling paid time for Equity Officers, previously the lowest paid reps.

The Guild has worked with Students as Partners in multiple capacities. The TF Organising Team organised a community forum to document the impact of Academic Calendar changes in 2021. The campaign culminated in a submission to LSEC for the University to commit to reviewing impact of the Academic Calendar change, which was rejected. The Guild worked with Clubs to submit a proposal for a Clubs Hub on campus. The Guild put forward SSAF proposals for 52.5% of the SSAF, outlining a path forward for Student Partnership.

Thanks for reading!

Jesse Naylor Zambrano  
 President  
 Curtin Student Guild

Guild 2021 Key Performance Indicator End of Year Review Matrix

*Representative:* Guild President

*Date:* 15/11/21

*Submitted to:* November Representation Board

This document is to be attached and provided to the reviewed representative.

<b>Key Performance Indicator</b>	<b>Status</b>	<b>Comments</b>
<b>1. Representation</b>		
Attend all meetings to which I've been invited, where possible. Where it is not possible for me to attend a meeting, arrange a proxy, and always send apologies.	Completed	I have attended the majority of meetings where I'm required or sent apologies, with a few mistakes throughout the year.
Ensure representatives are attending their meetings in line with their KPIs.	Completed	Where it's been flagged to me that meetings have not had representatives, I have worked to facilitate recruitment of representatives that can attend those meetings.
Endeavour to prepare adequately, follow up on actions created during meetings, and report back relevant information to the Exec.	Completed	I have entered my meetings prepared with questions. I have not followed up on all actions, but prioritised attending to key actions to move projects forward. I keep Exec in the loop with key milestones and information that comes up.
<b>2. Improve Guild Reps Training and Resourcing</b>		
Review handover process. Make it easier for reps to provide handover information and facilitate each rep getting an adequate handover.	Completed	I have worked with the Secretary to streamline the handover work required of reps to just the information about their role, with information about the Guild and Uni pre-provided and standard across all reps. The induction process has been changed to facilitate more team building and support from Guild staff, and build information for reps over time rather than all at once.
Provide resources for navigating the Guild's governance to ensure reps are equipped to fulfil their roles and hold each other accountable.	Completed	Sent information about Guild Governance documents to Guild Councillors
Provide clear guidelines for key rep tasks to ensure reps can provide consistent information and assistance across portfolios.	Completed	Reps are now more connected to Student Assist, with guidelines around what enquiries Student Assist should handle or can support with.



3. Improve information available to students about the Guild's function and activities.		
Populate the website with more information about the Guild's representative roles, boards and committees.	Completed	New website went live in 2021, and is much more suited to a Student Unions purpose. Content is being drafted that will be live in early December with information about each representative, the boards and committees they sit on and updates on their work, and info about Guild Council and Reps Board and how to get involved.
Provide students with clear pathways to contact their reps or get involved with the Guild.	Completed	Content will go live in early December where students will see their reps names and how to get in touch.
Regularly update students on campaign progress.	Completed	Throughout the year, we have updated students regularly on campaign milestones when achieved. I have tried to issue updates to student stakeholders involved in projects.
4. Consultation		
Run a Guild stall/event for reps to talk to students at least three times a semester.	Completed	
Kick off the implementation of the Student Partnership Agreement to set a precedent of strong student consultation in University decisions.	Completed	I have pushed for Student Partnership to be authentic, rather than tokenistic. I have worked with student leaders to request spaces on campus and resources, and advocated for students to be provided more support and speaking time on University boards and committees.
Ensure robust Student Consultative Committees run in each faculty and are attended by a Guild representative.	Completed	Faculty representatives have been engaging with Student Consultative Committees in their faculties. For those that don't have robust committees, they have pushed to increase the number of students.
5. Rebuilding campus culture and creating a strong sense of community.		
Run a campaign advocating for structural change to Curtin's parking system.	Not completed	We advocated against paid exam parking and an increase in parking fees. We prepared research for a parking proposal, but I did not see the proposal through.
Create a diverse range of opportunities for students to connect with each other and the Guild.	Completed	Diverse range of events were run by the Guild. I started weekly organising meetings during common free time in Semester 2, providing a new channel for students to connect with the Guild.

Push for more Curtin student focused communications, such as from Grok and the Guild's channels.	Not Completed	I didn't push for student led initiatives external to the Guild (such as Hayman Theatre shows) to be shared via the Guild's channels. I did not engage with Grok as much as I would have liked.
Ensure clubs are well supported and resourced.	Completed	I secured a \$20K grant for Clubs in Semester 2, and am advocating for this to become a permanent fixture going forward. I have worked with Club Leaders to develop the Clubs Hub Proposal, pushing forward advocacy for more club rooms and common club spaces on campus.
Get Equity Collectives up and running.	Partially Completed	One of the equity collectives successfully started operating. We observed that high entry barriers were making it difficult to engage students with the Collectives, but I did not organise changes to the Collective Constitutions in time to improve this.
6. Activism and advocacy.		
Run at least one Education campaign focusing on staff cuts and quality of education at Curtin.	Completed	We successfully prevented Curtin from moving all lectures on line as part of 'Learning for Tomorrow'.
Continue to push the university to declare a climate emergency and to transition away from investments in the fossil fuel industry.	Not completed	
Participate in at least one national campaign from the National Union of Students.	Completed	Participated in Sem 1 NUS National Day of Action against staff cuts, course cuts, restructures and forced online learning. Participated in Sem 2 NUS NDA, centring our action around the loss of a Tuition Free.
Run at least one initiative contributing to Aboriginal and Torres Strait Islanders activism and advocacy in WA.	Partially Completed	Curtin Student Guild engaged students in a delegation to the Invasion Day Rally 2021, endorsed Social Reinvestment WA's <a href="#">'Raise the Age'</a> campaign and supported the Martuwarra Fitzroy River Council's activism. However, I did not succeed in filling the FN Officer Role and the collective to facilitate activism by Curtin Students.
Collaborate with the Curtin NTEU to push for better quality of education at Curtin.	Completed	
7. Revamp the Guild Precinct with better spaces for students to spend time and study in.	Completed	The Equity Space and Guild Courtyard (now known as 'The Zone') have been refreshed to clearly identify them as student hangout spaces.

8. International students		
Strengthen the Guild's interaction with and advocacy for International Students	Completed	I supported the ISC President in adding ISC Faculty Reps to improve educational advocacy for International Students. We ran a Speak Out for Travel Restricted International Students, and advocated for them. I have helped onboard our new ISC President and assisted with filling the committee and making sure they are adequately supported by the Guild.
Run at least two events catering to International Students	Completed	
9. Hold the NUS accountable to our NUS KPIs throughout the year.	Partially Completed	I did not set KPIs early in the year to hold the NUS to in 2021. I have kept abreast of their activity and advocated for more support at a campus level when appropriate.
10. Push the University to improve its enrolment portal and processes.	Completed	I set up a meeting with Curtin Connect early in the year, where we agreed to collaborated on gathering student feedback on the enrolment process in Semester 2. However, they have pulled out, saying they are improving their platform over the next few years and will seek feedback then. I have advocated for the meeting with Central areas to continue into the future, hopefully facilitating consultation at that time.

## Curtin University / Curtin Student Guild

### Student Services and Amenities Fees (SSAF) Proposal

Supporting the provision to enrolled students of amenities and services that are not of an academic nature.

Please complete all sections of this form.

#### SECTION ONE

<b>Title of Project</b>	<b>Students as Partners Support</b>
<b>Contact Person:</b>	<b>President, Curtin Student Guild</b>
<b>Department/Area:</b>	<b>President, Curtin Student Guild</b>

<b>Project Proposed:</b>	<p>This proposal seeks extra funding to adequately fulfil the additional requirements/workload arising from the Students as Partners program and to enable clubs to better activate the campus.</p> <p>The University has engaged a full-time support person to deliver the Students as Partners initiative (Students as Partners leader). The Guild is seeking funding to establish a similar role to support the student representatives manage their obligations and fulfil the aims of the agreement, which are:</p> <ul style="list-style-type: none"> <li>• Promoting a receptive and accessible institutional culture which encourages and values the student's voice.</li> <li>• Actively encouraging students to engage in and contribute to the inclusive education and research experience and the advancement of knowledge and extracurricular activities.</li> <li>• Fostering strong, supported and effective student leaders.</li> </ul> <p>In line with the added responsibilities associated with the Student as Partners initiative, elected officers require funding for one extra day a week for the Vice President Education and one extra hour a week for the Faculty Representatives, and International and Postgraduate Presidents.</p> <p>In addition, the Guild seeks additional funding to support Guild Clubs build student communities on campus through additional grants.</p>
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<p><b>SSAF Expenditure Category of Provision</b></p> <p>Refer to <a href="#"><u>Statute No 27: Student Services and Amenities Fee</u></a>, Section 7 which is available at the end of this form.</p>	<p>(b) supporting a sporting or other recreational activity by enrolled students;(b) supporting a sporting or other recreational activity by enrolled students;(b) supporting a sporting or other recreational activity by enrolled students;</p> <p>(f) promoting the health or welfare of enrolled students(f) promoting the health or welfare of enrolled students(f) promoting the health or welfare of enrolled students</p> <p>(p) advising on matters arising under the University's rules (however described)(p)</p>
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	<p>advising on matters arising under the University's rules (however described)(p) advising on matters arising under the University's rules (however described)</p> <p>(q) advocating enrolled students' interests in matters arising under the University's rules (however described)(q) advocating enrolled students' interests in matters arising under the University's rules (however described)(q) advocating enrolled students' interests in matters arising under the University's rules (however described)</p> <p>(s) helping meet the specific needs of overseas enrolled students relating to their welfare, accommodation and employment.(s) helping meet the specific needs of overseas enrolled students relating to their welfare, accommodation and employment.(s) helping meet the specific needs of overseas enrolled students relating to their welfare, accommodation and employment.</p>
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<b>TOTAL of SSAF Funding Requested</b>	<b>\$150,000</b>
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**SECTION TWO**

<p><b>Objectives:</b></p> <p>To support:</p> <ul style="list-style-type: none"> <li>• The Guild's role in and contribution to the Students as Partners (SAP) initiative</li> <li>• Guild affiliated clubs in engaging students and activating the campus</li> </ul>
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<p><b>Benefits and Impact:</b></p> <p>Benefits are:</p> <ol style="list-style-type: none"> <li>1. Student representatives will be more effective in fulfilling the aims of the Students as Partners agreement if they have a similar level of professional support as the University. This support would facilitate administration, training, coordinating opportunities for the wider student community to work on Student as Partners projects as well as arranging meetings between representatives and University Staff members.</li> <li>2. Ensuring student representatives are better prepared and more knowledgeable about issues before University Committees.</li> <li>3. Expand opportunities to attract, support and retain students from the broader student community who will be involved with SAP initiatives and who are equipped to sit on University boards, committees and panels</li> <li>4. Improved activation of campus with events students want and value.</li> <li>5. Better student engagement and retention through the building of stronger student communities.</li> </ol>
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<p><b>Stakeholders</b></p> <p>Enrolled students</p>
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University staff  
Guild representatives

### **Risk Management**

In accordance with statute, SSAF funds may not be spent in support of a political party. It is common for elected officers to have membership to political parties. The risk of SSAF funds being directed to political parties is mitigated by Guild expenditure requiring dual signatories (1 x staff and 1 x elected representative). Additionally, the Guild has a Code of Conduct with specific guidelines around conflicts of interest. Failure to follow the Code may result in an Elected Officer being dismissed.

Clubs are overseen by the Clubs Support Officer (a professional staff member), who ensures they act in a way that can be covered by our insurance and in line with our regulations and governance framework, and their constitutions.

### **Strategy and Values Alignment**

Our Strategy states:

- We will advance the active and informed participation of students in all levels of University decision making
- We will deliver advocacy that maximises student outcomes

And we:

Acknowledge our symbiotic relationship with the University whilst striving for autonomy by:

- Engagement and consultation with the University
- Keep the University accountable whilst showing respect

The Guilds values are:

- Autonomy: Student control of student affairs for the benefit of our members.
- Integrity: Our behaviour builds trust.
- Diversity: Valuing difference between people and standing for equity, equality and fairness.

This proposal directly focusses on our Values of Autonomy and Diversity and engenders trust.

In addition, our strategy states:

- We will maximise the benefits to students from clubs and events

Enabling clubs to better activate the campus aligns with this.

The Student Partnership Agreement states the goals of:

- Actively encourage students to engage in and contribute to the inclusive education and research experience and the advancement of knowledge and extracurricular activities.
- Foster strong, supported and effective student leaders.

It also recognises the importance of recognising power imbalances to achieve these goals.

This proposal directly focuses on empowering students to lead student engagement and the development of strong, supported and effective student leaders by entrusting them with the resources to do so.

### **Timeline**

**Expected start date**

**Expected completion date**

1 January 2022	31 December 2022
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<p><b>Evaluation</b></p> <p>Overall success will be indicated by:</p> <ol style="list-style-type: none"> <li>1. High participation of student representatives on University Boards, Committees, meetings and selection panels including frequent attendance and contributions to the meetings.</li> <li>2. Beginning to build a community of Student Partners trained and supported by the Guild, and connected to opportunities for partnership across the University.</li> <li>3. CASS Survey Results on the questions relating to the Student Guild.</li> <li>4. An increase in the number of club events – both to attract students and for club members.</li> </ol> <p>Specific KPIs will be:</p> <ol style="list-style-type: none"> <li>1. Attendance numbers of representatives on University Boards and Committees.</li> <li>2. Reporting on progress of building Student Partner network.</li> <li>3. Summary of events held.</li> <li>4. Summary of research projects completed.</li> <li>5. Summary of Guild Committees held.</li> <li>6. Number of club events.</li> </ol> <p>Officer reports, conference reports and minutes will be submitted to Guild Council and available on the Guild website.</p>
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<b>Proposed Budget</b>	<b>2021</b>
<b>Item</b>	<b>Amount</b>
Staffing – support officer for Students as Partners	\$90,000
Staffing – Elected Officers – an extra day a week for the Vice President Education and an extra hour a week for the Faculty Representatives, and International and Postgraduate Presidents.	\$19,648
Club Launch Event Grants	\$40,000
Administration Support @ 15% of total - waived	\$0
<b>TOTAL</b>	<b>\$149,648</b>

<p><b>Additional Comments</b></p> <p>All of the initiatives the Guild is putting forward in this proposal are the result of work done in 2021 to facilitate Student Partnership. These initiatives have demonstrated their effectiveness.</p> <p>More specifically, in July 2021, the Bentley Campus Activation Working Group actioned the provision of \$20,000 to the Curtin Student Guild by Curtin University in 2021 with the intended purpose of helping clubs activate Bentley Campus in Semester 2 2021. This is a Students as Partners initiative, as it engages Club Leaders as experts on what students want, and supports them to lead the engagement of students in a campus community.</p> <p>\$15,000 of this money funded ‘Launch Event Grants’. These grants were successful, with clubs running 99 events in the first 4 weeks of Semester 2, for a 15% increase in total club events</p>
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compared to the same period in previous years. Clubs reported significant increases to their second semester membership intake

These events ranged from community meet-ups, to training sessions, industry panels, careers fairs, networking events and more. The events were tailored for the unique needs of the club and student communities using the \$400 Launch Event Grant. Student club leaders were given resources and empowered to be partners in fulfilling the common goal of vibrant campus life.

This funding, if granted, would allow the Launch Event Grant to become a permanent fixture going forward. This would allow Club Leaders to access the Launch Event Grant in Semester 1 and Semester 2.

'Staffing (Elected Officers)' totals \$19,648 and comprises:

- Education Vice President at 1 day per week \$10,526
- Faculty Representatives (4 positions) at 1 hour per week - \$6082
- International Students Committee President at 1 hour per week - 1.00 FTE \$1,520
- Postgraduate Students Committee President at 1 hour per week - 1.00 FTE \$1,520

In 2021, the Guild received Job Keeper payments which provided a net financial benefit to the Guild and enabled us to temporarily afford an Administrative Assistant. This is a full-time role who supports Guild Representatives to make their ideas a reality. For example, this admin officer currently does admin booking rooms, stalls, catering, buses and more to support student campaigns. This frees up the time of elected student representatives for engaging students in these campaigns. This officer also helps students set up meetings with the right staff at the University, helps schedule internal meetings in the Guild, and helps keep and disseminate minutes of meetings.

The Students as Partners Community of Practice has met in 2021, and begun the work of identifying SAP initiatives taking place across the University and developing a governance structure. The Community of Practice identified that there was a missing piece in connecting students with partnership opportunities. The Community of Practice has also identified that it is not enough to attract students onto boards and committees, retaining students is also an issue.

If this funding is granted, this officer could take up workload of receiving expressions of interest from students in being Student Partners. They could do the admin work of organising training workshops for student representatives to train Student Partners. They could receive requests from Curtin University for student representatives on boards, committees, selection panels, working groups, projects and more, and connect Student Partners with initiatives that they're passionate about.

The Guild's other proposals total \$3,386,802 and match the budget amount of \$3,386,802 which corresponds to 50% of the SSAF expected to be collected.

This proposal is additional to this and would be contingent on the Guild SSAF budget being increased by \$149,648 resulting in the Guild's share of SSAF being 52.2% of the total SSAF collected.

It is noted that the Guild is provided with a Grant of \$825k (inc GST) to provide services. This grant has been fixed since 2007 and, after inflation, its real value has declined over \$200k – the additional SSAF funding sought by the Guild is less than this and is to cover additional demands on the Guild.

**Thank you for submitting a SSAF funded Project for consideration by the Student Services and Amenities Fees Expenditure Advisory Committee.**

**If you have any queries on SSAF or completing this form, please contact the Secretariat on Email: [secretariat@curtin.edu.au](mailto:secretariat@curtin.edu.au)**



# Vice President – Education

Report #11

Bridge Truell

Meeting date: 21/10/21

Date submitted: 12/11/21

## TL;DR:

- **Wrapping up final university meetings and ensuring the incoming VP-E is attending as many as possible to assist in handover.**
- **Interview selection panels for Interim FBL PVC (now complete) & DVCA (still ongoing)**
- **MC'd our Student & Staff Forum to Return Our Tuition Free Weeks and the Guild Excellence in Teaching Awards Ceremony**
- **Planning & running a Curtin stall at PrideFEST Fairday this Sunday 14<sup>th</sup> November 10am-6pm and a float in the Pride Parade on Saturday 27<sup>th</sup> November. Happy Pride Month!!**
- **Please find my final KPI review attached.**

## 1. University Meetings

Date	Meeting	Comments
19/10/21	Student Equity Working Group	During this meeting we received an update on annual retention rates for certain student equity cohorts (with focus on Indigenous, rural/regional/remote, and low socioeconomic status (low SES) students). As these numbers have dropped throughout the pandemic, projects relating to this groups are facing reduced funding next year. However, the group also reported new options for universities to access funding to address these retention rates that are set to become available next year. In particular, the Government focus on rural, regional and remote students seems to be increasing, with a Regional Education Commissioner in the process of being recruited currently. The group also received projected

		budgets and suggestions for expanding the working group's reporting lines for 2022.
25/10/21	Research Design, Analysis & Evaluation (RDAE) Working Party	The RDAE Working Party convened to provide updates on the current status of the changes to delivery of statistics units within Health Sciences. A contract with the external organisation selected to redesign the units that have been identified as "in-scope" has been devised and is currently sitting with the DVCA and Provost for signing, putting the Working Party at another halt until this is finalised. It was extremely promising to hear the Working Party's desire to ensure content is developed for both in-person and online delivery in all units that are being developed by the external provider. While we wait for the contract to be finalised, members of the Working Party are turning their focus towards compiling the same data for postgraduate statistics units (as undergrad units have been the sole focus up until this point).
29/10/21	Academic Board	During this meeting we received reports from the Faculty of Business & Law at our Dubai campus and updates on the Comprehensive Course Review (CCR), Assessment Quality Processes (AQP), and the Student Retention Initiatives Annual Report. During her report, the Vice Chancellor discussed a series of "deep dives" that are beginning to roll out to investigate each of our Schools and gather information on staff satisfaction and any features of the School that could be improved. There

		<p>was some great discussion around LGBTQIA+ students and staff and the need to ensure we're continuing to investigate ways to keep them safe when travelling throughout some of our global campuses where there are potential legal ramifications relating to their identities. A suggestion has also been raised for future Academic Boards where an update is provided from the student members during the meeting evaluation of any student-led initiatives, concerns, or current issues that may be of interest to the Board.</p>
2/11/21	Courses Committee	<p>During my final Courses Committee meeting, we approved the draft work plan for 2022, received the Course Approval Processes &amp; Improvements report, Course Approval &amp; Renewal Monitoring report, discussed professional accreditation requirements of current courses, and course component design. We received an update from Jennifer that Curtin are currently looking into alternatives to Qualtrics as our standard data collection software and that she wishes to include the Guild in the process of investigating other potential options in 2022. At the time of this meeting, the Comprehensive Courses Review was complete barring two units in FBL which have since passed through the committee via circular resolution. We also reviewed the proposal for Go Local – a COVID-era response to Curtin's Go Global program which will see increasing</p>

		opportunities for Bentley students to engage with industry in rural, regional and remote areas around WA.
9/11/21	Learning & Student Experience Committee (LSEC)	<p>During my final LSEC meeting I was lucky enough to be able to bring Madison along as incoming Vice President – Education so she could meet the committee and start to get a feel for the work that happens there. During this meeting I presented the Guild’s proposal to bring forward a review of the new academic calendar and its reduced tuition free weeks. While the proposal was not met with overwhelming support by the committee, the Chair suggested that a new project be launched next year between the Guild and the Learning Innovation &amp; Teaching Excellence Centre (LITEC) to address the impacts of the reduced tuition free weeks as we await the previously scheduled review in 2023. We also received the proposed academic calendar for 2025 which appears to be moving in an even more concerning direction which will see the tuition free week delayed even further to week 9 which encompasses several public holidays due to Easter and only leaves students with two days of genuine leave. This proposed calendar was met with significant concern from many committee members and can hopefully still be amended before implementation.</p>

## 2. Guild Meetings

Date	Meeting	Comments
20/10/21; 10/11/21	Higher Education Meeting	
21/10/21; 4/11/21	Guild Executive Committee Meeting	
21/10/21	Representation Board	
26/10/21	Exec & Portfolio Managers Meeting	
28/10/21	Guild Council	During this meeting we received updates on the Guild's vaccination requirements for staff and were able to continue the discussion on affiliation fees for the National Union of Students (NUS).

## 3. Other Meetings/Activities

Date	Meeting	Comments
18/10/21	Interim Faculty of Business & Law Pro-Vice Chancellor (PVC) Interview Selection Panel	As former FBL PVC Professor Nigel De Bussy has since retired, an Interim PVC needed to be appointed while a permanent candidate is located in the coming year. As it has since been made public already, I can announce that Professor Vanessa Chang has begun her term as Interim PVC for FBL.
18/10/21	Deputy Vice Chancellor – Academic (DVCA) Recruitment Shortlist Meeting	As Professor Jill Downie approaches retirement at the end of the year, a panel was convened by the Vice Chancellor and People and Culture to commence the selection process for a new DVCA. This meeting was organised to establish a short list and the interview process has since commenced.
19/10/21	Student & Staff Forum: Return Our Tuition Free Weeks	This forum was organised as part of the Return Our Tuition Frees campaign and provided the opportunity for students and staff to speak to their experiences with the altered

		academic calendar this year and ask questions of our student & staff panel who represented a variety of different experiences across the university. MCing this event was a really great opportunity and there was some great discussion and perspectives shared.
20/10/21; 29/10/21	Staff and Office Bearer Satisfaction Survey Review	After our annual Guild Staff Satisfaction survey was circulated, the Exec met with Nika to review the results, provide our perspectives and discuss plans to address any reported strengths or weaknesses moving forward into next year. As we were unable to get through the full results in a single meeting, follow ups have been scheduled and completed since then.
21/10/21	Learning For Tomorrow Catch-Up	After meeting with the Fac Reps previously to get updates on the state of the Learning For Tomorrow roll-out in their faculties, we reconvened to bring top priorities from each of their student cohorts forward and discuss ways to continue with this campaign to ensure any faculty level changes to learning delivery are being appropriately monitored and acted on.
27/10/21; 4/11/21; 11/11/21	DVCA Interview Selection Panels	After some schedule and time zone juggling and one rescheduled interview due to technical difficulties, the first round of interviews for DVCA candidates has been concluded. A final round of smaller interviews is yet to be conducted but our pool has been significantly narrowed down and the process is on

		track to be completed on December 3 <sup>rd</sup> .
28/10/21	Excellence in Teaching Awards Site Visit	To prepare for the Excellence in Teaching Awards that were scheduled for the day after, the Events and Student Engagement teams and I conducted a walkthrough of the venue for the awards ceremony in Building 410.
29/10/21	Excellence in Teaching Awards	On October 29 <sup>th</sup> we hosted our annual Excellence in Teaching Awards which was a wonderful opportunity to celebrate the incredible teaching & research staff at our university who have been specifically highlighted by their students for their contributions to our learning and student experience. Getting to MC this event and present some of the awards along with our Faculty Representatives was a huge privilege and it was a lovely evening of celebrating Curtin's best.
3/11/21	Curtin Academy Advisory Board Meeting	While serving as Acting President, I attended this meeting in Jesse's place and received updates on the Curtin Academy initiatives throughout the year and plans for next year, including an increasing interest in incorporating more student-led projects and presentations in the 2022 Illumination Series that is conducted by Curtin Academy to highlight excellence within the university.
4/11/21	Pride Planning Meeting	As Fairday and the Pride Parade rapidly approach, Dax, February and I met with our Events team and the Curtin ALLY team again to finish planning for our shared Fairday stall on Sunday 14 <sup>th</sup> November and our Pride float. We'll be

		<p>out there this Sunday at stall 69 in Hyde Park from 10am-6pm making pronoun badges, promoting the Queer Department and ALLY Network, and living our best gay lives so come down and say hi if you're going to be about! Stay tuned for further info about the Parade float and registrations.</p>
9/11/21	Students as Partners (SaP) Review Strategy Discussion	<p>As handover rolls out, the current Exec are planning a review of Curtin's involvement in the SaP initiative to ensure it's achieving its intended purposes and that any necessary changes can be implemented or monitored. This will involve surveying the reps who've taken part in SaP initiatives as a part of their Guild work this year and conducting a SWOT analysis of the data.</p>





[Image Description: Group photo of Jesse and Theo with our Excellence in Teaching Award winners]

#### 4. Other Projects/Developments:

- On October 29<sup>th</sup>, the Exec members did some filming with our Digital Engagement team to create some short videos to be distributed during the upcoming exam weeks, discussing the things that were currently getting us through this busy period and our favourite pre-COVID holiday destinations.
- I served as Acting President from November 2<sup>nd</sup>-5<sup>th</sup>
- On Thursday 4<sup>th</sup> November and Tuesday 9<sup>th</sup> November, some of the Exec team and I dropped a variety of snacks, fruit, and baked goods around campus to help power our studying students through their exam weeks.

5. Travel: N/A

6. Leave: N/A

## 2021 Final Key Performance Indicator Review

<b>Name: Bridge Truell</b>	<b>Role: Vice President – Education</b>
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Key Performance Indicator	Status	Comments
KPI number and details	<b>Complete</b> - KPI met, no further work is required <b>Ongoing</b> - KPI not complete but progressing <b>Pending</b> - KPI not complete & not under progress <b>Incomplete</b> - KPI no longer applicable/not complete	Comment on progress and actions towards KPI that contribute to KPI being complete or completed by the end of your term.
1. Continue building a culture of authentic consultation and collaboration with the wider student body.	Ongoing	I'm extremely happy with the consultative work I've been able to achieve so far this year (in particular, throughout the consultation process for the Learning For Tomorrow Strategy, in working directly with students from Health Sciences and Humanities to lobby their Schools, and the stalls and other on the ground efforts we've made to engage students). I have kept this KPI as 'ongoing' as there will be further efforts over the remaining couple of weeks to engage students in consultation, particularly regarding recent experiences with online examinations.
2. Continue building an activist presence at Curtin.	Complete	Throughout this year a variety of initiatives and activities have been conducted to increase the activist presence on campus, such as dedicated campaigns to oppose the roll out of the Learning For Tomorrow changes and Return Our Tuition Free Weeks which included rallies, public forums, petitions, surveys, open letters, and stalls.
3. Investigate and launch a health & wellbeing survey by students for students.	Incomplete	Unfortunately, at this stage I've been unable to allocate adequate time and capacity to this KPI. If

		possible, I may be able to include some questions around wellbeing when engaging students regarding their experiences with this year's exams.
4. Continue building union solidarity and supporting the NTEU.	Complete	Last year's establishment of the Curtin Union Taskforce has been a vital resource this year for information and skill sharing, building solidarity, and preparing more effectively for upcoming University meetings. While this partnership is something I believe can still be strengthened and expanded, I'm happy that we've had more collaboration with the NTEU this year than we have previously.
5. Promote understanding and communication between students and staff.	Complete	Throughout our campaigns and efforts this year, we've remained extremely conscious of promoting staff and student solidarity and ensuring that we challenge any student frustrations with teaching staff when many of these concerns are often out of the teaching staff's control and/or are affecting them similarly.
6. Compile a readily accessible resource for students on academic misconduct, general misconduct, and academic record fraud.	Ongoing	As we have just received the most recently updated version of the Assessment & Student Progression Manual (ASPM), I am currently compiling information for this resource that is on track to be completed before my end of term.
7. Promote rural, regional & interstate (RRI) student involvement.	Complete	At the end of week 1 in first semester, I organized and ran an RRI student sundowner as part of the Guild's Orientation activities. Many RRI student perspectives were also encapsulated and highlighted throughout both the Learning For

		Tomorrow campaign and the Return Our Tuition Free Weeks campaign.
8. Assist the VP-A in the delivery of Stress Less Week(s) and Rad Sex & Consent Week.	Complete	I have assisted in Stress Less activities during both exam periods and helped oversee the planning, organisation and delivery of Rad Sex & Consent Week with the Events Team, Queer Officer, and Accessibility Officer.
9. Support our new Equity Collectives.	Incomplete	Unfortunately, this KPI ended up being primarily covered by the President and Secretary as the governance surrounding the setting up of the Equity Collectives and the election of their members fell more under their portfolios. Relatively low initial engagement with the Collectives and difficulty dedicating time and resources to this meant that I wasn't as involved as I would've liked to be, but given the complexity of setting these Collectives up, I don't know that I would've been able to provide much useful support this early on anyway.
10. Continue improving the culture of student partnership within the University.	Complete	I'm extremely happy with the steps we've been able to take in the student partnership space this year. The University have employed a new Students as Partners project lead who Jesse and I have been working closely with as she developed a new SaP continuum and governance structure for the University throughout the year. We have been actively ensuring the Student Partnership Agreement is upheld on both the Guild and the University's parts and continues to be mutually beneficial.

# Business & Law // November Report

## University

Name	Date	Comments
Courses Committee	09.11.21	<p>Nil major deactivations, some concerns raised about UC workload to undertake yearly reviews.</p> <p>Asked about the University plans to transition to a new LMS.</p>

## Guild

\*CORB

Name	Date	Comments
Activities Committee	26.10.21	
Feedback Session with Student Assist	28.10.21	
Excellence in Teaching Awards	29.10.21	
*Executive Committee	04.11.21	
*SaP Motion Discussion	09.11.21	
*Executive Committee	11.11.21	
Activities Committee	16.11.21	
*Higher Education	17.11.21	

## Student Disciplinary Panels

Date	Comments
22.11.21	
29.11.21	
05.11.21	There was one unit where over half of students were referred for the same assessment item. Once I realised I asked that given clear systematic problems were at issue that all students would not have Academic Misconduct recorded and the UC would be contacted to address issues.
12.11.21	
	<p><b>57 Cases</b>  <b>18 – NO AM</b>  <b>22% Average Reduction</b></p>

## Initiatives

### Handover / KPI Review

A FBL Handover report has been completed and submitted, my KPI review has been completed and attached. I have discussed with Student Engagement the opportunity for local area handover morning tea with Shaniqua and I.

### Wrapping Up

I have been inviting incoming FBL Rep to all key end of year meetings.

I have given a position on an Advisory Board for Faculty Based Research Projects over to Shaniqua for next year for improved continuity.

I have had an increased in student issues related to: Law School Admissions, Withdrawals and Remission of Fees, International Student Fees, Guild Complaints, Exam Conditions, IRIS Issues all of which have been resolved with the assistance of Student Assist.

I assisted with Digital Engagement promotion where requested this month.

### TL;DR

This month was largely focused towards handing over and ensuring that all student issues have been finalised. There was a significant Academic Misconduct issue which has been resolved very positively for students. There has also been a mass increase in student issues which I cannot detail here.

# Business & Law Representative

## 2021 KPIs

<p><b>Improve communication and functioning of clubs within the faculty.</b></p> <ul style="list-style-type: none"> <li>- Establish greater means of inter-club communication.</li> <li>- Improve the engagement with faculty clubs and interest in joining clubs.</li> <li>- Fight for clubs within the Guild and University.</li> </ul>	<p><b>Complete</b></p>	<p>Club group chat.</p> <p>Regular club presidents' meetings always attended or proxied.</p> <p>Assisted with engagement strategies.</p>
<p><b>Ensure that a Guild Representative is on all relevant University Committees and Panels.</b></p> <ul style="list-style-type: none"> <li>- Improve the reliability and assurance that Faculty staff will engage the Guild on all major committees.</li> <li>- Ensure the Guild remains present and attending Student Disciplinary Panels, Courses Committee, Student Consultative Committee, etc in the future.</li> <li>- Remain in communication with the Pro-Vice Chancellor, Head of Schools and Director of Student Engagement.</li> </ul>	<p><b>Complete</b></p>	<p>Only apologies to two SDPs this year and arranged proxies.</p> <p>Attended all other commitments including at least three SCC meetings per semester.</p> <p>Remained in communication with all.</p>
<p><b>Be accessible, available and approachable to students and staff.</b></p> <ul style="list-style-type: none"> <li>- Respond to all communication in a timely manner, ensuring no students concerns aren't promptly addressed.</li> <li>- Make my availability to meet and be seen widely available.</li> <li>- Communicate consistently within the Faculty Facebook Group and other relevant social media platforms.</li> </ul>	<p><b>Partially Complete</b></p>	<p>Ensured all student concerns were actioned.</p> <p>Made availability known to student leaders.</p> <p>Communicated sufficiently via social media.</p>
<p><b>Improve the transition between study and industry.</b></p> <ul style="list-style-type: none"> <li>- Provide information for <b>paid</b> internship, opportunities and events. Make these available to students.</li> <li>- Empower and promote clubs to run events to create networking and personal development opportunities.</li> <li>- Promote unionised and sustainable job opportunities.</li> <li>- Fight for greater implementation of transitional options into the workplace.</li> </ul>	<p><b>Complete</b></p>	<p>Minimal of these internships available but promoted.</p> <p>Limited support from clubs requested but always provided.</p> <p>Transition to work raised with staff and plans developed</p>
<p><b>Fight for more authentic assessment design.</b></p> <ul style="list-style-type: none"> <li>- Review and fight against unclear or unfair assessment rubrics.</li> <li>- Ensure units in the faculty are compliant with our assessment policies.</li> <li>- Promote assessments that are reflective of the workplace skills students need.</li> </ul>	<p><b>Complete</b></p>	<p>Unit Review survey actioned.</p> <p>Wins with improved IRIS conditions.</p> <p>Promoted authentic assessment during committees.</p> <p>Unit Outline Review</p> <p>Contributed to ASPM Feedback.</p>

<p><b>Improve the communication and relationships with other Representatives.</b></p> <ul style="list-style-type: none"> <li>- Try to meet with other Faculty Representatives, the relevant ISC and PSC representatives as regularly as needed.</li> <li>- Promote common goals and build working relationships.</li> </ul>	<b>Complete</b>	<p>Arranged Faculty Representative meetings as needed.</p> <p>Discussed plan for next year led by Student Assist.</p>
<p><b>Fulfill the specific duties and responsibilities under 25(1) of the by-laws.</b></p> <ul style="list-style-type: none"> <li>- Submit a written report to each ordinary meeting of the Representation Board.</li> <li>- Attend meetings of the Representation Board, and other Guild Committees which they are a member of.</li> <li>- Prepare a written report for the incoming Faculty of Business and Law Representative, providing information on the function and long-term goals of the position.</li> </ul>	<b>Complete</b>	<p>Submitted all reports by regulation deadline.</p> <p>Attended every meeting of Guild Council and Representation Board.</p> <p>Report is complete and handover underway.</p>

# Chair of Representation Board

## 2021 KPIs

<p><b>Promote engagement with Representation Board.</b></p> <ul style="list-style-type: none"> <li>- Create a vibrant and engaged atmosphere at Representation Board.</li> <li>- Establish a reference Guide for Representatives to understand processes and procedures as well as responsibilities.</li> <li>- Prompt constructive questions and creating a culture of keeping others accountable to what they say and report.</li> <li>- Increase the number of items for discussion and motions submitted by Ordinary Representatives.</li> </ul>	<b>Completed</b>	<p>Vibrant!</p> <p>Reps Board for Dummies completed.</p> <p>Accountability has been promoted (e.g with NUS EdOfficer attending).</p> <p>There is still room here in future but certainly increased this year.</p>
<p><b>Assist in running successful campaign that mobilises and engages ordinary students.</b></p> <ul style="list-style-type: none"> <li>- Recognising the Guild as primarily a union here to fight for students.</li> <li>- Assist in the planning and delivery of at least one campaign.</li> <li>- Achieve real change through a campaign that rewards and/or engages students.</li> </ul>	<b>Partially Completed</b>	<p>Assisted with all Guild Campaigns.</p> <p>Did not deliver the planned Parking Campaign as expected.</p>
<p><b>Keep the Executive Committee members accountable to the views of the Representation Board.</b></p> <ul style="list-style-type: none"> <li>- Follow up the actions and consensus of Representation Board members and keep Executive Committee members accountable.</li> </ul>	<b>Completed</b>	<p>Actions mostly all completed where able.</p> <p>Action list instituted.</p> <p>Regulation changes have been noted for coming year.</p>



<p><b>Make Representation Board accessible to students.</b></p> <ul style="list-style-type: none"> <li>- Make students aware and engaged with the activities of Representation Board.</li> <li>- Educate and provide greater information about the board to students.</li> <li>- Provide recordings of the proceedings of Representation Board available in the same or similar manner to the Guild Council.</li> <li>- Encourage students to raise their concerns and assist in creating items for discussion with our Representatives.</li> </ul>	<p><b>Completed</b></p>	<p>This will be ongoing for future years but requires a major shift in governance.</p> <p>Reps Board is on the website now</p> <p>Recordings are done now and uploaded within 24 hours to website.</p> <p>Future work is still needed.</p>
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Dylan Botica  
 2021 Business and Law Representative  
 2021 Chair of Representation Board

## Science and Engineering Faculty Representative - Representation Board Report

For the Representation Board #10 to be held on Thursday, 18/11/2021.

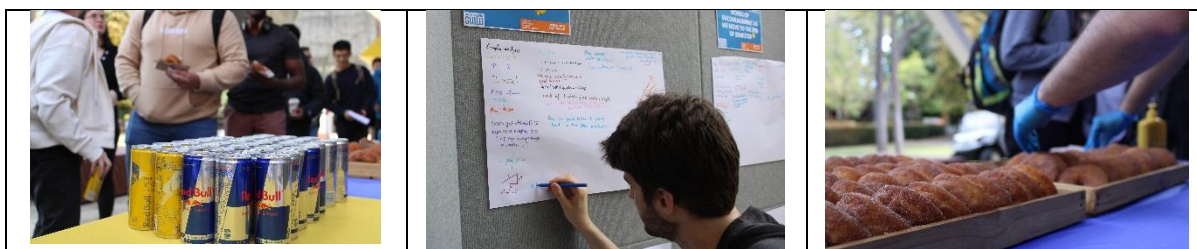
### Summary of Meetings

Meeting	Date	Type of Meeting	Comments
Club Annual General Meeting (AGM)	14/10/2021	Guild	Attended an AGM and Returning Officer (RO).
Student Disciplinary Panel (SDP)	15/10/2021	Faculty	Nothing to note.
Undergraduate/ Postgraduate (UG/PG) Science Suite	19/10/2021	Faculty	Nothing to note.
Curriculum Course Review (CCR) Bachelor of Engineering (Honours)	21/10/2021	Faculty	This was the concluding and final meeting of this steering committee. The documentation has been put through to courses committee and the foundations are good to start work next year once approved.
Learning For Tomorrow (LFT) Meeting	21/10/2021	Guild	Meeting with faculty representatives and VPE to discuss the progress of the LFT strategy.
Science First Year Academic Monitoring Party	21/10/2021	Faculty	Meeting to decide what to attach in the agenda as a summary of work of this working party at Science Board.
Representation Board	21/10/2021	Guild	See previous minutes
SDP	22/10/2021	Faculty	Nothing to note.
Meeting with School of Electrical Engineering Computing and Mathematical Science (EECMS) School Advisory Board (SAB)	22/10/2021	Faculty	Meeting with the school to discuss how to increase a sense of community within the school.
Student Assist Meeting	26/10/2021	Guild	Meeting with Student Assist to recap on the whole year and reflect our working relationship.
Learning For Tomorrow (LFT) Meeting with Chris Rawson and Rachel	26/10/2021	Faculty x Guild	Touched base to introduce Rachel (2022) Sci-Eng Rep to the Dean of Learning and Teaching and discuss the timeline of the LFT strategy.
SDP	29/10/2021	Faculty	Nothing to note.
UG/PG Science Suite Meeting	02/11/2021	Faculty	Nothing to note.
Learning and Teaching Council Meeting	03/11/2021	Faculty	Updates within the faculty and brought Rachel along to discuss what happens in this committee.
EECMS – Electrical and Computer Engineering	03/11/2021	Faculty	Quarterly meeting of this advisory board to bridge industry input and school staff members.

Advisory Board Meeting			
Learning and Teaching Executive Committee Meeting	10/11/2021	Faculty	
Science Board	11/11/2021	Faculty	

### Other Events

- Sci-Eng Donut Giveaway (14/10/2021)
  - I organised this event to give away free donuts and Red Bull. Students were prompted to write words of encouragement as we came towards final assessments and examination period. There was also music, beanbags, and food trucks nearby. I estimate an attendance of about 200 students.



- Advanced Science Showcase (27/10/2021) – Unable to attend
- Excellence in Teaching Awards (29/10/2021)
  - I was involved in the Guild's Excellence in Teaching Awards in reading and selecting the recipients for the Faculty of Science and Engineering. There were over 100 nominations which made it a difficulty choice. The awards were splendidly set up and arranged and the recipient staff members were very appreciative of the Guild's efforts to recognise excellent teaching.

### Other Things

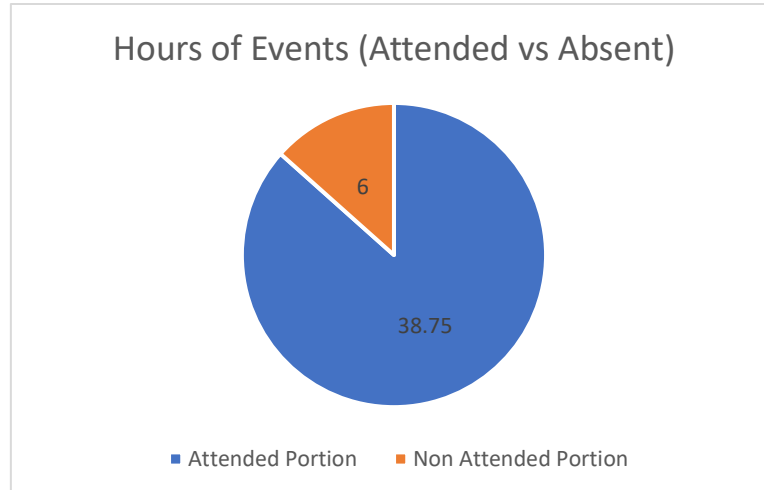
- In person examination
  - Recently the faculty (after several room capacities were lifted) have transitioned the modality of some of their examinations from Iris to in person invigilation. We communicated proactively about this and liaised with any student/ staff member that were unhappy with this. These 25 units previously had some form of technical difficulties with Iris/ online submission and were not suitable for online examination.
- Nutrition and Health Science Ball
  - A club has asked me to advertise their ball and I kindly declined.
- Graduate Employment Opportunity
  - Student Employment Consultant got in touch to advertise graduate positions. I referred them to another team in our faculty that deals with student employment.
- Post-Graduation Representation
  - I have been asking around to find a post graduate student to sit on a few vacant committees in our faculty. This has been a difficult task to find a post graduate student, but I am currently talking to one post graduate student (by course work) who might be interested.
- Campus Wi-Fi

- One of the school Director of Learning and Teaching asked me to comment on students' opinion of the Wi-Fi and other avenues to encouraging more students to come back onto campus.
- Posting Guideline for Faculty Facebook Groups
  - Faculty representatives have flagged discontent with some of the material being posted to Facebook groups and have asked the Digital Engagement Officer (Ben) to revise posting guidelines.
- Faculty of Science and Engineering Diversity and Equity Committee
  - Successfully signed the science and engineering representative to sit on this committee which has been vacant for a significant time.
- Unit Queries
  - A student had queries about some group work in units.
- Draft Timetables for 2022
  - Queried the faculty for timetables for 2022 so we can advise students what they should be able to expect in terms of their study options at Curtin next year. This has not been finalised and were not able to get an update. Will follow up soon.
- Guild Elections Discontent
  - A student that ran in the Guild Elections was discontent with the process and their experience in the elections. They asked me to put motion to reform elections for subsequent years. This was put through to Guild Council.
- Unit Outline Reviews
  - Have had a delay in my portion of the Unit Outline Reviews which occur bi-annually. By the time this report comes to representation board I will have started if not have finished.
- Excellence in Teaching Awards
  - Went through all nominations of the Science and Engineering Excellence in Teaching nominations and chose appropriate recipients.
- Collaborative Google Drive
  - I wanted to set up a collaborative Google Drive in our faculty to share resources. Ultimately the logistics was too advanced and so did not proceed with it.
- Hand over report
  - I am slowly working on my handover report as I transition out of this role.
- CME Unit Further Assessment
  - A student is trying to get a further assessment but is having issues contacting faculty. I am helping in the process.
- UniPASS Recruitment
  - UniPASS asked for help finding recruitment for two programming units to tutor. I passed this information along to students.
- Examination Issues
  - Blackboard has had some technical difficulties during this period which affected a lot of students in a lot of units. We are working closely with any units affected to relieve stress.

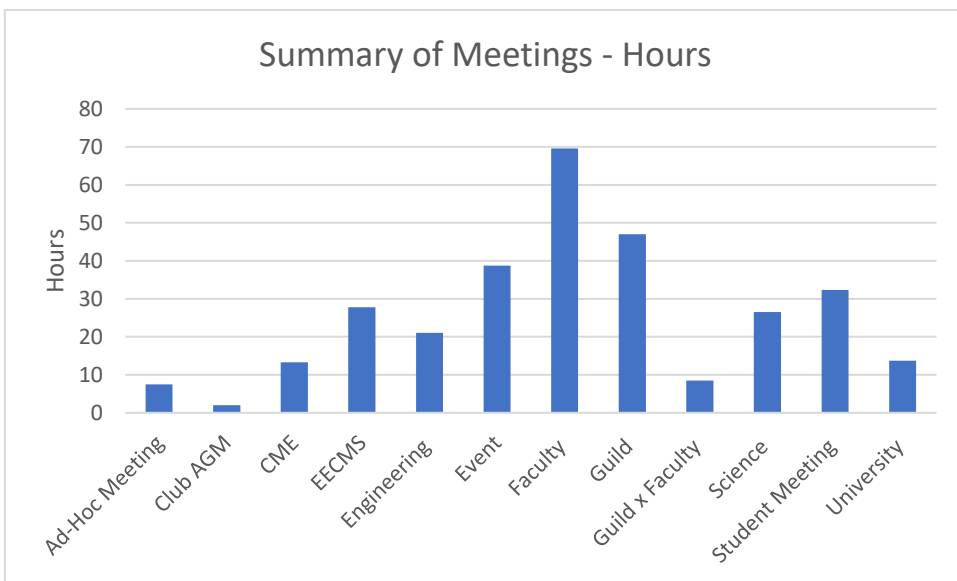
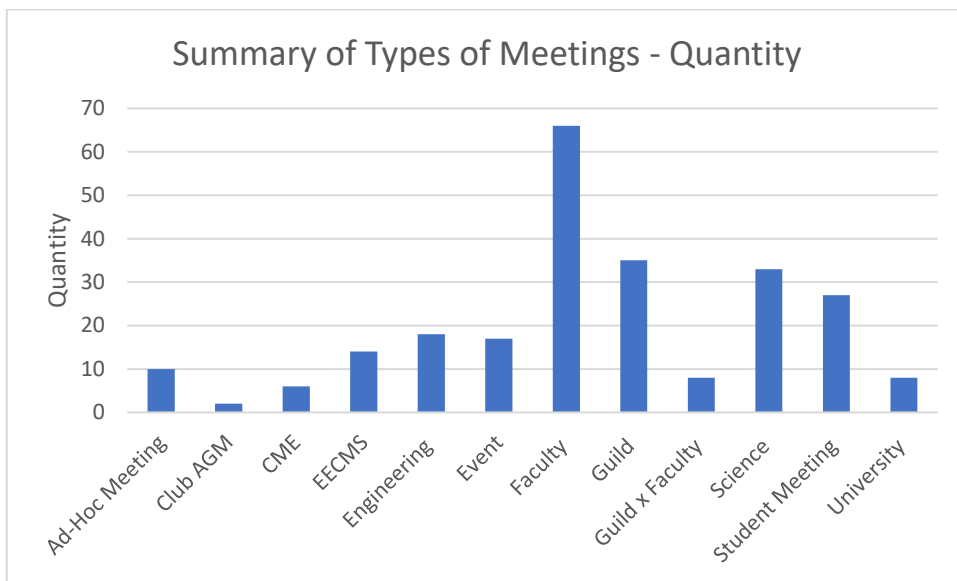
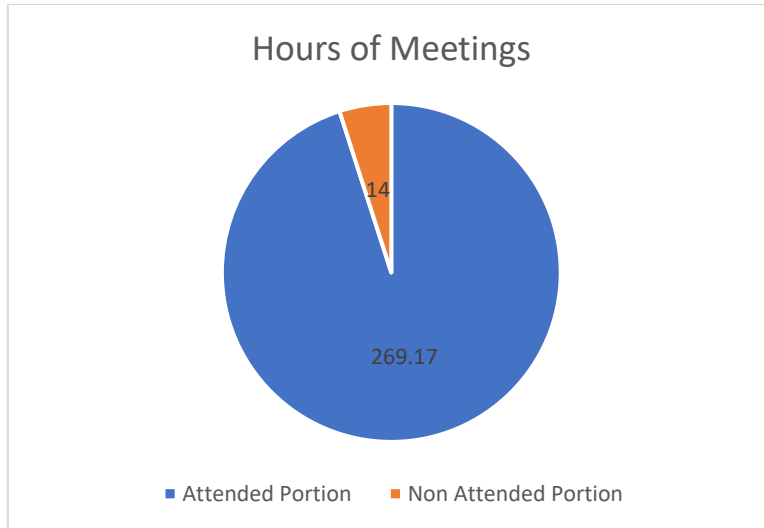
## Meetings and Events Summary for the Year

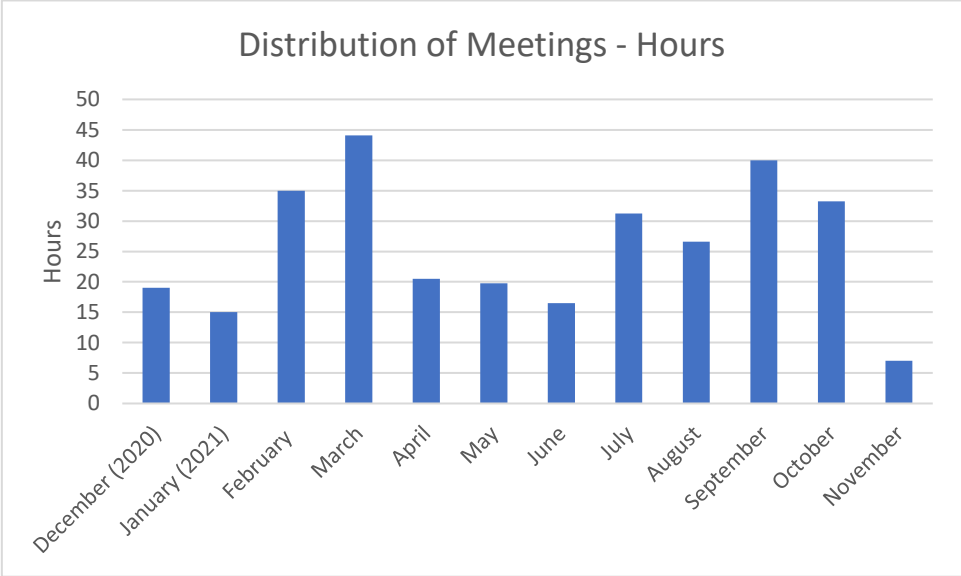
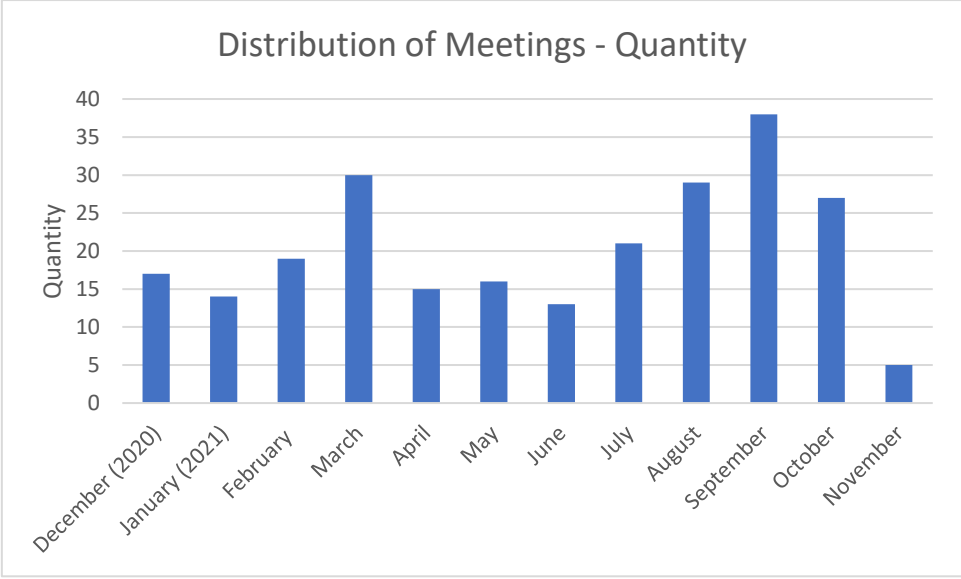
### Summary of Events

- Attended
  - Faculty Orientation Tour (Digital) (20/01/2021)
  - Graduation Ceremonies (18/02/2021, 22/02/2021, 09/09/2021)
  - Faculty vs Faculty Dodgeball (23/02/2021)
  - Semester 1 Guild O-Day (24/02/2021)
  - National Day of Action: Defend Our Education (23/03/2021)
  - Curtin Clubs Carnival (24/03/2021)
  - Curtin Engineers Club: Beers, Careers and Volunteers (19/07/2021)
  - Guild Open Morning (19/07/2021)
  - School of Science Welcome (20/07/2021)
  - Guild O-Day (28/07/2021)
  - Tuition Free Rally Promotion (17/08/2021)
  - Meet and Mine Northern Star Resources (02/09/2021)
  - Sci-Eng Donut Giveaway (14/10/2021)
  - Guild Excellence in Teaching Awards Ceremony (29/10/2021)
- Not Attended
  - Sci-Eng Sports Sundowner (10/03/2021)
  - Tuition Free Speak Out (18/08/2021)
  - Indigenous STEM BBQ (15/09/2021)
  - Advanced Science Showcase (27/10/2021)



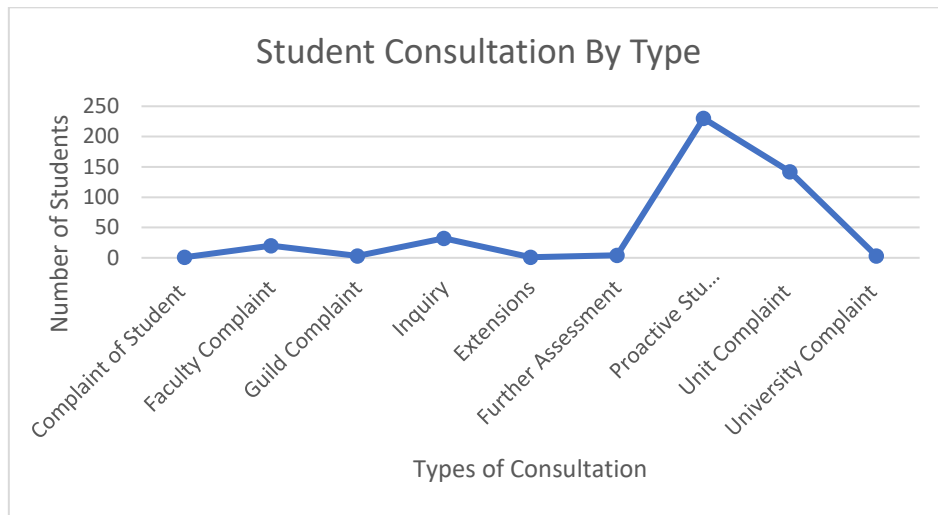
The following are a record of all the formal meetings/ events that I have attended in my capacity as the Sci-Eng Rep. It should be noted that these do not include meetings that I attend in addition to other roles that I have within the Guild (e.g.: Guild Council, Legal Committee, Finance and Risk Committee, etc.). There have been a total 240 meetings (283.17 hours) (at time of writing). Of the 240, I attended 227 and was absent for 13 of them.





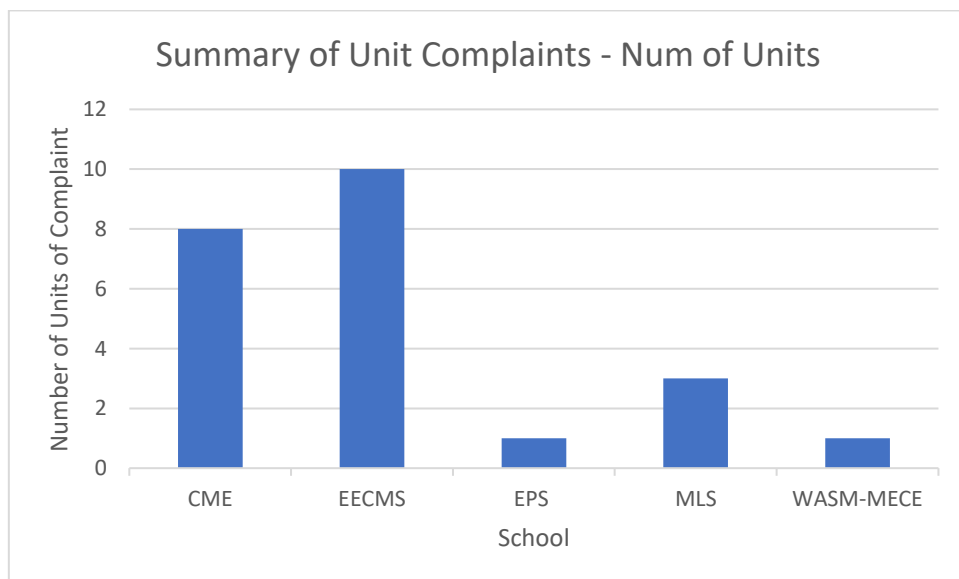
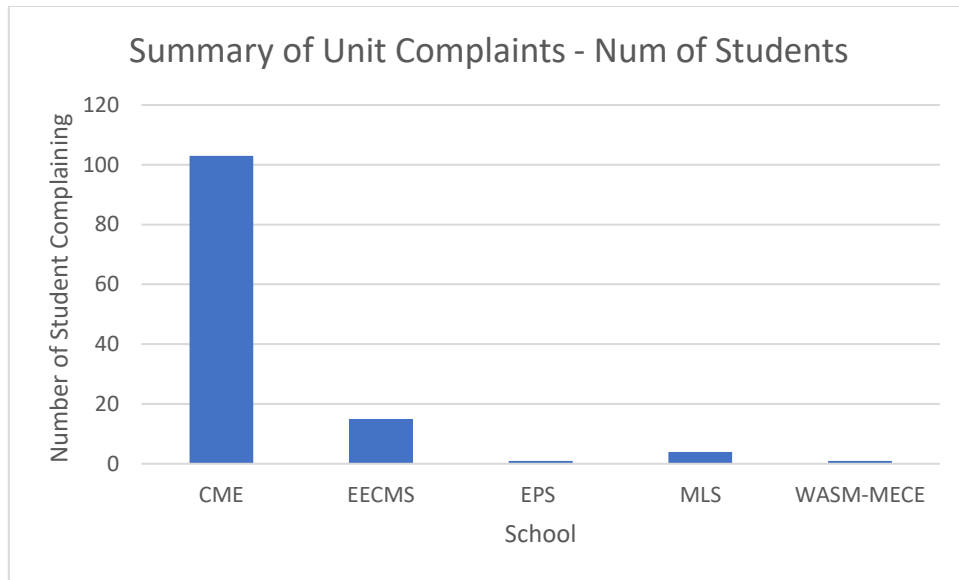
### Student Consultation Log Summary

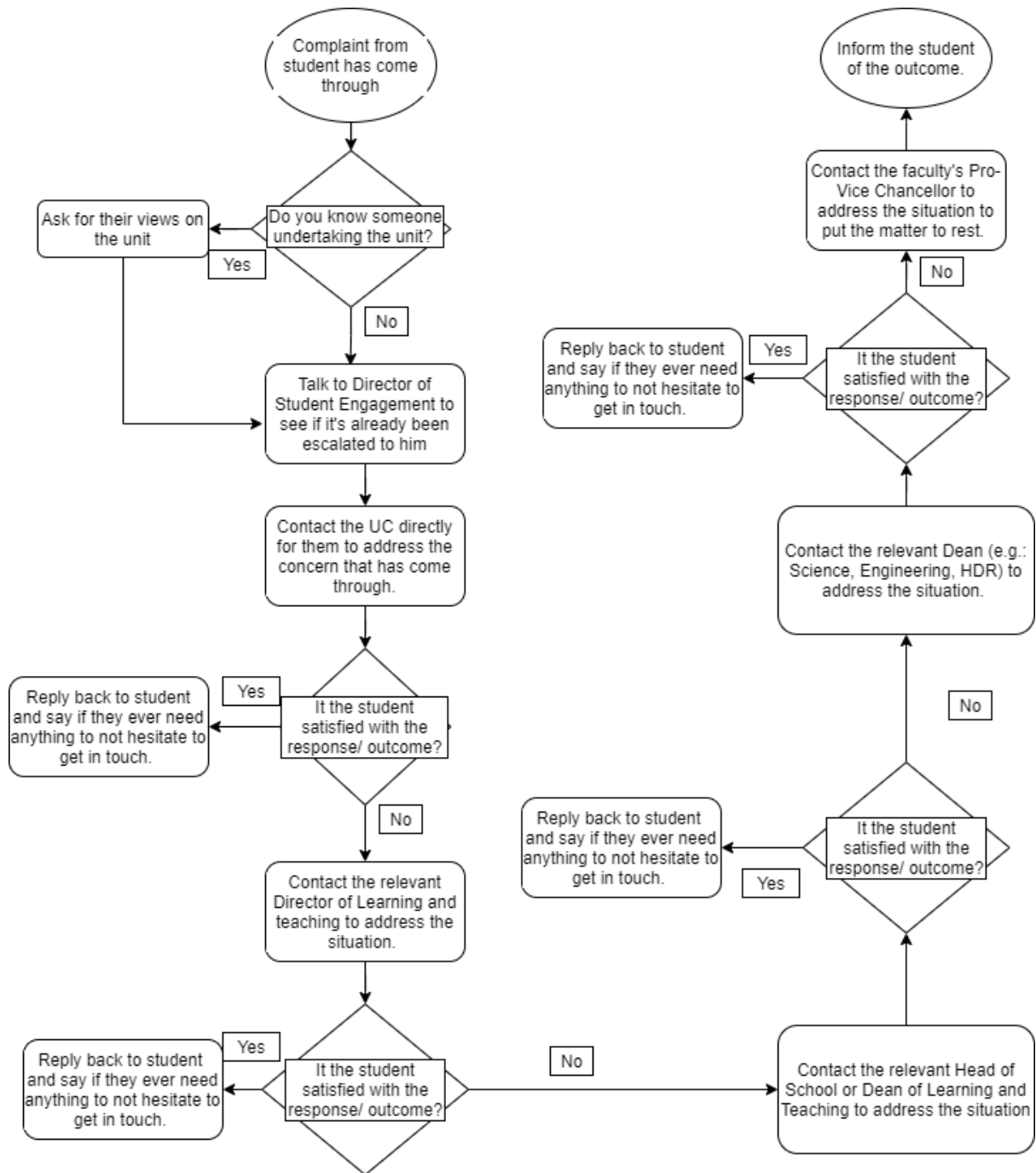
In my view, I would not be a very good student representative if I were not reactively and proactively speaking to the science and engineering students that I represent. This year I have had at least 436 student consultations. This figure excludes correspondences of students in passing, at events and informally. A breakdown of the type of consultations can be seen below which is followed by a breakdown of student consultation by school/ area. Proactive student feedback refers to feedback which has been obtained proactively either by the request of staff members or by my own initiative (negatives, positives, and constructive criticism). Some students may appear on multiple occasions but under different premises/ circumstances.





The following is an abstract of just unit complaints. These were extremely difficult to handle when I first walked into the role as I just didn't know what I was doing. Throughout the year I have created an escalation flowchart for these types of complaints. I would like to thank all staff members I have worked with for the constructive conversations and compromises that we have gone through. Despite being at odds at times, at the end of the day we all want what's best for the learning and teaching experience of students and I thank all staff members who I have worked with in these difficult subject matters to work through.



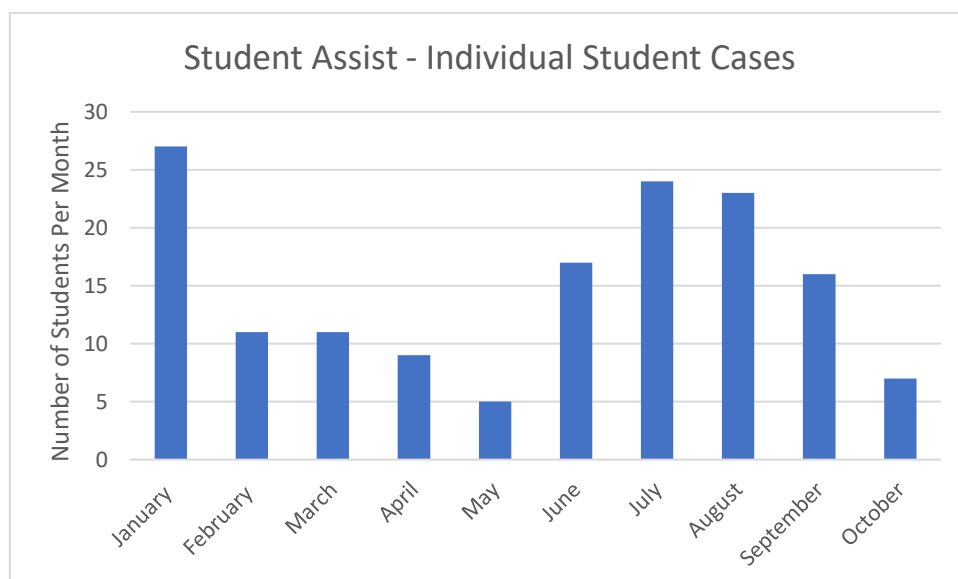


### Student Assist Student Consultation Summary

The Student Assist Team in the Guild handles individual request coming from students. There are oftentimes overlap between my role and Student Assists role in unit/ faculty complaints. As a rule of thumb, we have generally divided the workload as matters that involve individual students which goes to student assist and I handle matters that concern large cohorts of students. There have been 150 individual cases this year in the Faculty of Science and Engineering which have gone through Student Assist. This year they have had issues relating to (in this faculty):

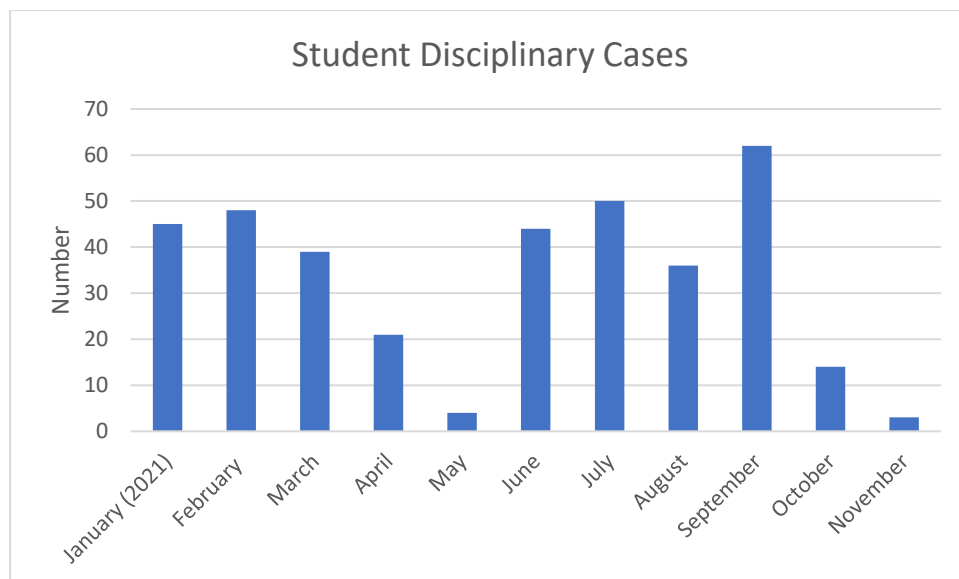
- Academic Misconduct
  - Assessment Extensions/ Deferment
  - Career/ Course Counselling
  - Complaint/ Grievances
  - Conditional Status
  - Credit Recognised Learning
  - Enrolment Appeals/ Issues
  - Exam/ Assessment Appeals
  - Fees/ Charges
  - Financial Relief
  - Leave of Absence
  - Other
  - Supervision (Research) Issues
  - Terminated Status
  - Visa
- The issues that pertain to a school are as listed below:

School/ Area	Number of Students
CME	12
EECMS	22
EPS	5
Faculty of Science and Engineering	1
MLS	5
WASM-MECE	7



## Student Disciplinary Cases

As part of this role, I sit on the Student Disciplinary Panel (SDP). It has been a wonderful opportunity working with Marc Stoitis, Lori Patterson and the other staff panel members that join regularly. This year we have had a total of 366 academic misconduct allegations (to date).



### If I had more time/ resources...

Each Science and Engineering Representative builds off the work of our predecessors. A lot of good foundations have been made but there can always be more progress. However, for the scope of what this role could be requires far more resources. If I had more time/ resources I would have liked to:

- Work closely with the international student community to help represent their voices.
- Work closely with the postgraduate student community to help represent their voices.
- Work closely with the indigenous student community to help represent their voices.
- Meet and work closely with representatives from the Kalgoorlie Campus and Offshore Campuses.
- Report regularly to faculty groups and bring items of discussions/ motions to these committees.
- Host more science and engineering community engagement events.
- Bridge the gap between industry and students through getting more students sitting on School Advisory Boards and bringing action/ discussion to them and back to students.
- Increase the presence of the Student Consultative Committee.
- Help improve the feedback mechanisms within our faculty.
- Bridge the cultural gap between students and their course coordinators/ supervising academics.
- Increase my social media presence in the faculty Facebook group.

In an ideal state, this role would not be dealing with complaints/ grievances and would solely focus on starting initiative and working closely with students and staff to make the faculty even better than it is. Compared to the status quo of working reactively to address student concerns which leave little time to be proactive and start those initiatives.

## Final Notes

It has been an honor to work with everyone in the Curtin Student Guild. Despite being at odds at times, at the end of the day I know that all that we want is in the best interest of students. I have no doubt that Rachel (my successor) will exceed my expectations and represent the student cohort in a capacity I didn't think possible. It has not been an easy role to have but from it I have made great connections with students and staff and have achieved a lot of personal growth. There are obviously areas of improvements (listed above or in reflection of my KPIs) but you can only do so much with the time that we have. I am very appreciative of the proactive communication that my faculty has had with me this year.

## Summary – Key Points

- I finally hosted a science and engineering event.
- I attended 86.59% of events and 95.06% of meetings this year.
- I have consulted with at least 436 students this year.
- I have been perfecting a unit complaint escalation flowchart this year.
- Student assist have had 150 individual student consultations come from my faculty this year.
- There is more I would have liked to have done if I had more time/ resources.

Thanks for reading my report, all the best for the future (wherever it may be) and see you all around.

Regards,



JASON KIM

HE/HIM [learn about pronouns](#)

SCIENCE AND ENGINEERING REPRESENTATIVE

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I acknowledge the Whadjuk people of the Noongar nation on whose traditional lands I work, study and live. I pay my respects to their elders past, present, emerging and pay my respects to all First Nation peoples who walk this land. I acknowledge that this land is, was and always be Noongar nation.

KPI Reflection

Guild 2021 Key Performance Indicator Mid-Year Review Matrix

Name: Jason Kim

Role: Faculty of Science and Engineering Representative

Date:07/06/2021

Date for KPI End-Of-Year Review completion: November Representation Board

This document is to be attached and provided to the reviewed representative.

Key Performance Indicator	Status	Comments
1. When attending various board/panel/committee meetings, be punctual, ensure I read the agenda and ask questions.	Complete	There was also an 80% attendance requirement on this KPI. I've attended 94.6% of meetings.
2. Submit punctual, accurate, and comprehensive reports for committees when submissions are due.	Complete	It has not always been punctual but accurate and comprehensive.
3. Work on increasing communications with club representatives to make myself aware of academic/ club related issues.	Complete	I have established communications with most of the science and engineering clubs/ societies and have proactively talked to them throughout the year. There is always more to do and work on in the future.
4. Communicate with academic staff to abolish handwritten coding exams.	Completed	I had a lot of complaints about handwritten coding exams before I started my role but never saw the school bring them back/ intend to bring them back after Covid-19 .

5. Communicate with academic staff to create a universal 11:59 PM submission time.	Incomplete	It was never actioned/ communicated due to other matters more urgent.
6. Works on systems to have Ecosia set as the default search engine on all computers at university.	Ongoing	The Guild is working with the central team to action this currently.
7. Work on systems to have closed captions included in all online learning material (e.g.: iLectures) regardless of if students are on a CAP or not.	Incomplete	We are transitioning to new systems (away from Echo360 e.g.: collaborate) and it can bring forth these capabilities. However, this won't be happening until my term ends so I have no means of doing it.
8. Liaise with faculty staff to streamline the process to get logbook approval for networking events run by students/ clubs.	Ongoing	This has been previously brought through Faculty Board and is being actioned.
9. Try and bridge the sci-eng gap through a science and engineering event.	Complete.	Held a Sci-Eng donut giveaway with beanbags, free Red Bull, music, and Mental Health Week Activities.
10. Host at least one networking event during the year for science and engineering students.	Incomplete	Realised that this is outside the scope of my role, and I will be clashing with a lot of clubs if I go ahead with this so I retracted this KPI at my mid-year KPI review.

**Faculty of Health Sciences Report**  
**Theodora Rohl (she/her)**  
**Representation Board – November**

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**Theodora Rohl**

Pronouns: She/Her

Health Sciences students, we've got you back!

[health@guild.curtin.edu.au](mailto:health@guild.curtin.edu.au)

***Guild and University meetings***

<b>20/10</b>	Student Consultative Committee Meeting with Manager of Student Engagement	Low attendance, discussed online exams I suggested getting Guild Representatives involved in committees the Faculty is trying to fill. Also, I was informed that the VC wants to make Curtin be more like a residential campus
<b>21/10</b>	Learning for Tomorrow meeting with Fac Reps	Discussed what we want to see from Learning for Tomorrow
<b>27/10</b>	Meeting with Jo-Ann from Student Assist	Discussed my experience as a Fac Rep and how Student Assist can help with Fac Reps next year
<b>29/10</b>	Excellence in Teaching Awards Ceremony	Had a lovely time meeting with staff and thanking them for their dedication!
<b>3/11</b>	Meeting with Dean of Learning and Teaching and Manager of Student Engagement	Discussed their perspective on a student's concerns that I had been sent
<b>3/11</b>	Faculty Advisory Council	Received a Faculty update from the Health Science's Pro-Vice Chancellor
<b>8/11</b>	Fieldwork Policy and Procedure meeting with Jo-Ann	Worked through Fieldwork Policy and Procedure documents and offered our suggestions to be sent to uni staff



## ***The big stuff!***

### **Name Change Alert!**

Big news everyone! I've now officially changed my name from Lucy Elizabeth to Theodora Margaery :) I love a good nickname, so feel free to play around with it, though most people use Theo or Teddy. Big shoutout to Bridge and Dax for guiding me and giving me confidence, and also to all my friends who supported me through this process!

### **Unit Outline Review**

Most of my time this month has spent pouring over Unit Outlines and reviewing them according to Bridge's guidelines.

### **Roger Cook campaign**

I have *finally* heard back from Roger Cook's office, and I am being referred to the Department of Health, who will meet with us on his behalf. A huge thank you to Jess for doing research to help us with the campaign!

## ***The little stuff!***

### **Student issues**

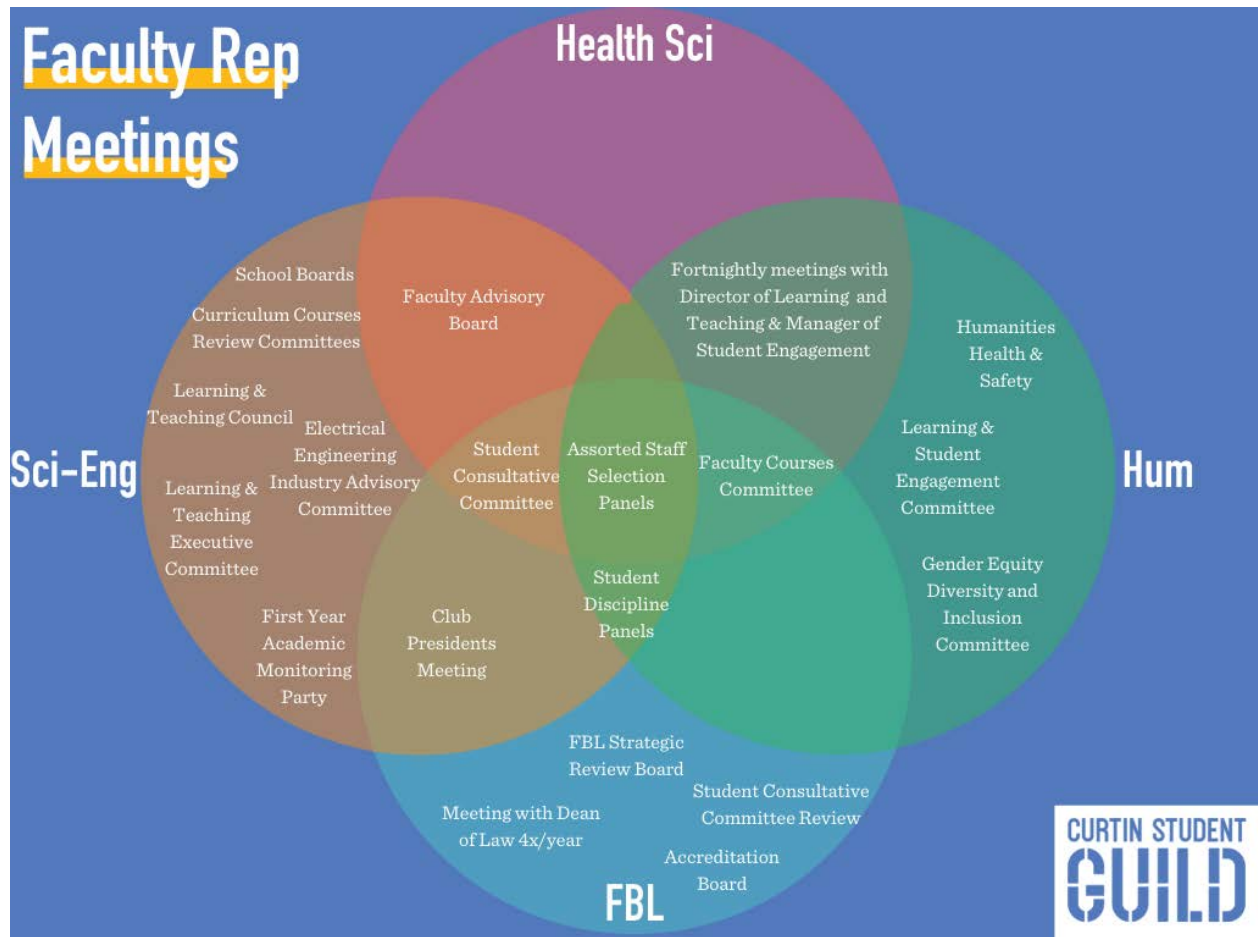
- I have received many reports of IRIS not working during exams, which has caused significant stress to students. Jo-Ann is assisting me with this.
- A student addressed concerns to me surrounding their UC. They have requested that I hold off on actioning this until exam results are finalised.
- A student is having issues with their enrolment, and having to do a prerequisite that was added halfway through their degree.

### **Teaching issues**

- The Faculty has released a Laboratory Staff Change Proposal, and are cutting lab staff within the Schools of Population Health and Medicine.

## Guild Shenanigans

- I have been in contact with my successor, Amber Hilston, and am introducing her to some Health Sciences staff members on the 17<sup>th</sup> Nov.
- I made a graph and I want you all to see it!! This illustrates that there are many meetings in other Faculties that I am not being invited to/don't exist. This is currently being investigated.



I wanted to say thank you to the whole Reps Board for being so awesome this year. It's been a wild one but a good one, and I'll always treasure the skills and relationships I built while being a part of it!

***Thanks for reading x  
Theodora***

## 2021 Final Key Performance Indicator Review

<b>Name:</b> Theodora Rohl	<b>Role:</b> Health Sciences Faculty Representative
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Key Performance Indicator	Status	Comments
1. Attend all relevant Guild and Faculty meetings where possible.	Complete	I succeeded in my commitment to attend every meeting I've been invited to, and I made apologies when I was unable to make it.
2. Submit all reports and documents before the deadline and with sufficient detail.	Complete	I stayed on top of reports and documents wherever possible, and spoke with the secretary when I needed more time.
3. Continue to use the Facebook page to engage with students online.	Complete	I used this page to post Guild events, information, memes and updates! Some of my memes have been quite successful, which I'm pretty proud of! Clubs and volunteers have also used the page to expand their reach and engage with students.
4. Maintain a strong and collaborative relationship with staff within the Faculty and the Guild.	Complete	I attended fortnightly meetings with Health Science's Dean of Learning and Teaching and Manager of Student Engagement, where we exchanged updates on our respective endeavours. I also sat on boards, committees and panels, and was always thanked by staff for my contributions.
5. Continue to develop the interactive interprofessional workshop within Health Sciences.	Complete	I was unable to run the workshop itself due to issues with the Manager of Student Engagement (who I was running the workshop with) leaving their role twice during my term, and having to start from the beginning each time. However, the

		current MSE and I are planning this event for early next year, so hopefully the work we do now means my successor will not have to be overly involved if they don't wish to be.
6. Push for educational materials regarding queer identities and health to be provided to Health Sciences students.	Complete	I pushed for this within the Faculty, and was told that, whilst staff were all in favour of it, the changes to teaching delivery meant they couldn't really consider new material until next year. However, I have been successful in joining a new network of students across WA universities interested in doing similar things in their respective faculties. This network will be able to support whoever would like to pursue this challenge next year.
7. Host at least one event for Health Science students and/or clubs.	Complete	I ran two events – a lunchtime Meet 'n Greet and a Sundowner, the former of which was more successful.

# Humanities

14/10/2021-11/11/2021

## University

Name	Date	Comments
Greeting Breakfast—Richard Blythe	21/10/2021	Met Richard for the first time (in-person). He seems very interested in assisting and listening to students, and improving their experience.
Learning and Student Experience Committee	21/10/2021	Discussed retention, online issues that have arisen and global campus
Student Disciplinary Panel	26/10/2021	Due to change over of Student Disciplinary Panel meetings there has been a conflict of available times and as a result only one SDP has occurred this month

## Guild

Name	Date	Comments
Learning for Tomorrow Faculty Reps Follow Up Meeting	21/10/2021	Discussed our top priorities and what we had gathered was wanted from students/gathered ideas of things to include in our handovers
Meeting with Jo Ann	27/10/2021	Discussed issues that had arisen throughout the year and what could have been done to improve those situations.
Humanities Campaign Debrief	10/11/2021	Discussed what went right and wrong with the We Are Important Campaign, created next step goals and have set plans to create an overview of how to create a campaign going forth

## After Report Submission

Name	Date	Comments
Interview for Head of School of Education	12/11/2021	
Student Disciplinary Panel	16/11/2021	
Students as Partners Community of Practice	23/11/2021	
Gender, Equity, Diversity and Inclusion Committee	30/11/2021	

## **Tasks**

Completed the Unit Outline Review.

On the 12/11/2021 I will be taking part in the interview panel for the HoS for the school of Education.

## **TL;DR**

My typical meetings, such as Student Disciplinary Committee, have decreased due to calendar conflicts and a lot of my attention is currently on moving into the handover space—such as preparing documentation and reporting my experience as this terms Humanities Representative.

## 2021 Final Key Performance Indicator Review

<b>Name: Madison Ainsworth</b>	<b>Role: Humanities Representative</b>
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Key Performance Indicator	Status	Comments
1. Attend all meetings and relevant events	<b>Ongoing</b>	Will not be completed until my term ends.
2. Submit all documents on time and at an acceptable quality level	<b>Ongoing</b>	Will not be completed until my term ends.
3. Continue to have a positive social media presence that informs students of events, workshops, changes to the university and other opportunities, as well as providing a fun and open space for students to discuss and ask questions	<b>Ongoing</b>	Will not be completed until my term ends.
4. Maintain a positive working relationship with staff and students	<b>Ongoing</b>	Will not be completed until my term ends.
5. Begin working toward a greener campus that has recycle bins in each classroom	<b>Incomplete</b>	Unfortunately, despite being discussed with faculty and having it agreed on that this would be a good environmental impact nothing came of it.
6. Work with other universities and higher education institutions to make clear the importance of Humanities degrees and courses by showing what jobs are made from them, what impact they have on society, and how many people pursue them.	<b>Complete</b>	Despite other Australian Guild's not interacting with this issue in a collaborative fashion, I collected student feedback and research on the humanities impact to Australian society, and am including this information to be passed on to the 2022 Humanities Representative along with feedback on this campaign attempt and possible avenues to continue with.
7. Work on a mental health campaign	<b>Complete</b>	I held a stall in semester one's Wellbeing Fair alongside Women's Officer, Cassidy Pemberton, to promote the benefits of art and relaxation on mental health, and held a DIY Terrarium in collaboration with Accessibility Officer, February, to promote tranquillity and "starting the semester off right".

## Student Assist – Representation Board report – November 2021

Case statistics for Student Assist is as follows:

	Aug	Sept	Oct
Academic sessions	273	167	188
Financial Counselling sessions	41	56	17
LifeHacks	84	23	14

Academic sessions in the month of October were mainly focused on assessment extensions/deferment and complaints.

### Emergency Relief

Student Assist provided emergency relief to 3 students during the month of October in the form of Student Assist's Grants and vouchers.

### TL;DR

Business as usual for Student Assist





**ISC president Report  
Representation board November 2021  
Submission date November 11<sup>th</sup>, 2021**

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**Guild and University Meetings**

<b>Date</b>	<b>Meeting</b>	<b>Comments</b>
21/10	Representation Board	
29/10	Academic Board	
01/11	Global Positioning Committee	
01/11	Guild social media	Pasar Malam video filming
02/11	ISC team	Donut giveaway meeting Pasar Malam video filming
09/11	Learning student experience committee	ISC secretary has attended on my behalf

**Events**

- Upcoming event: Pasar Malan, November 2021.

**Recruiting new ISC members**

Updates:

- The current ISC team have 8 members out of 10. However, the ISC faculty of Science and Engineering Representative has decided to resign from his role, the ISC Faculty of Health Sciences Representative has not replied to any messages and emails
- I have recruited three more students for our ISC team.
- I am in the process of officially joining the students in my team.
- Finalising the process, we will have 9 members out of 10. Filling 90% of the positions.

Status	Name	Preferred Name	Position
Appointed	Pablo Zarate	Sophia	ISC Vice President - Education
Appointed	Ginina Torreliza	Ginny	ISC Vice President - Activities
Appointed	Ling Tan	Ling	ISC Secretary
Appointed	Huy Hoang	Jason	ISC Faculty of Science and Engineering Representative
Vacant			ISC Faculty of Business and Law Representative
Appointed	Nandin-Erdene Bayart	Nandia	ISC Faculty of Health Sciences Representative
Vacant			ISC Faculty of Humanities Representative
Appointed	Kimberley Pinto	Kavya	ISC Councillor
Appointed	Iftekar Wasiyu	Wasiyu	ISC Councillor

I have recruited students for the following roles. Please see the table below:

ISC Faculty of Science and Engineering Representative:	Shakir Mohammad - PhD in Chemical Engineering candidate
ISC Faculty of Health Sciences Representative:	Francine Roberts - Nursing student
ISC Faculty of Humanities Representative:	Vasundhara Suresh - Master of Journalism student

### **The ISC Trello**

- I have introduced Trello to the ISC team. We are currently using it as a collaboration tool to organise all our projects. It is helping the ISC members to be updated with every project detail. Trello tool has been well received and allow the ISC team to participate actively and provide suggestions to our project.

### **Nursing graduate program for international students**

Updates:

- International Students letters are to be completed at the end of this month
- New grad programs for international students for next year:

- Mount Hospital
- St John of God Midland Public Hospital

### **Travel Restricted International students' engagement**

I had a meeting with Curtin international. We agreed to work together to engage TRIS in cultural activities.

Updates:

- I requested Pasar Malar to be Livestream on Facebook for TRIS. I sent the information to Curtin International, and 1100 international students have received the invitation to join us on live stream Facebook.
- ISC social media will be interacting with TRIS online during Pasar Malam event
- I am in the process to have a meeting with International Clubs. This meeting aims to organise cultural activities with TRIS. For instance, Chinese New Year. Curtin International will provide funds for the activities.

### **Mental Health for International Students**

- International students received Mental health kits during our Donut giveaway event.
- Mental health kits had facemasks, candles, and bath salts
- ISC will start promoting mental health tips by post and videos.

### **ISC pages report**

13/09/21 – 11/11/21

- ISC Facebook page has 98 new followers
- Facebook page reach increased 83%
- Instagram page reach increased 3.9%

Last 28 days:

- Facebook page reach increased 355.2%
- Instagram page reach increased 47.8%

### **Overall Comments**

This last month has been busy for ISC. Planning two events during exam weeks is challenging. However, the ISC team have been working well together. It has been great teamwork, and we are excited to plan our 2022.

Kind regards,



SOFIA GONZALEZ TORRES  
(She/Her)  
PRESIDENT  
INTERNATIONAL STUDENTS COMMITTEE  
E [isc.president@guild.curtin.edu.au](mailto:isc.president@guild.curtin.edu.au)  
M 0431289207  
GUILD.CURTIN.EDU.AU

**ISC Team 2021/ Pasar Malam video filming**



**ISC Team 2021/ Pasar Malam video filming**



**Donut Giveaway, November 2021.**



## Mental health for International Students

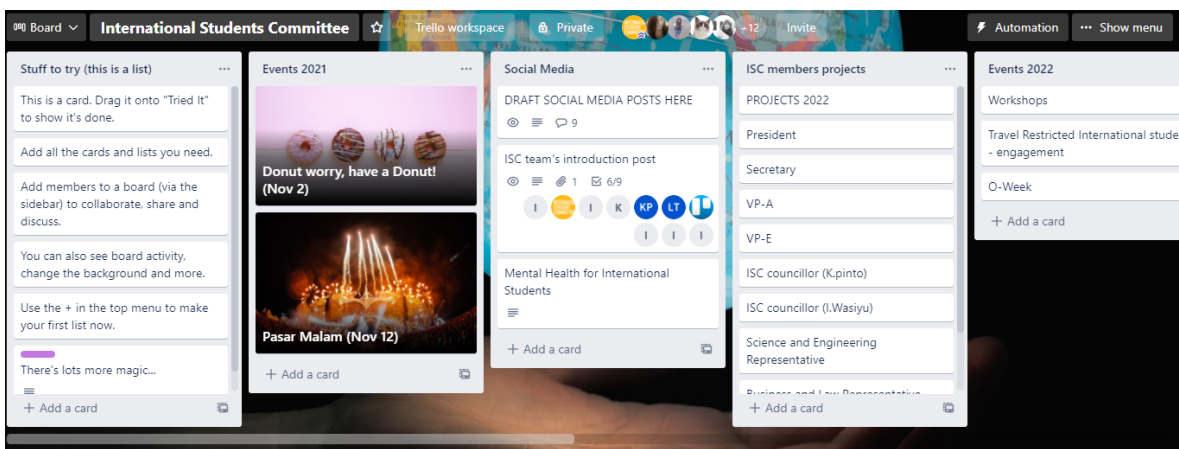
### Mental health kits



### Upcoming mental health social media posts



### ISC Trello



## ISC pages report

### Results

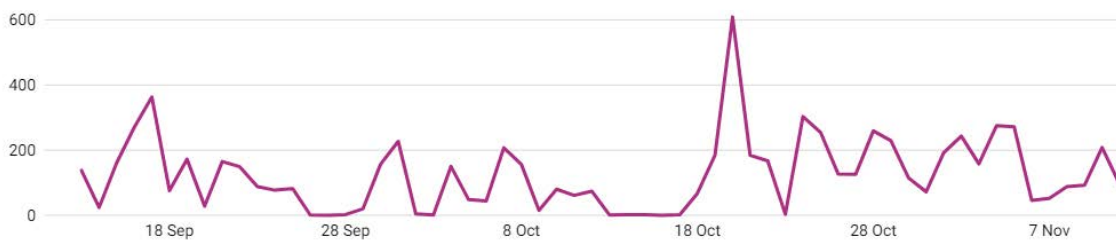
Facebook Page reach ⓘ

3,827 ↑ 87%



Instagram reach ⓘ

1,110 ↑ 4.1%

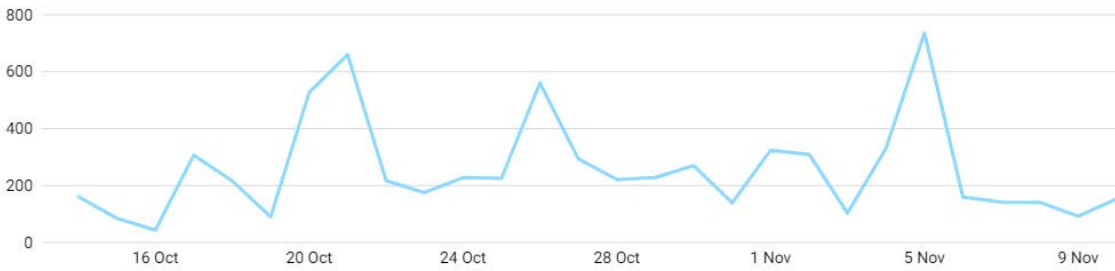




Results

Facebook Page reach ⓘ

3,601 ↑ 355.2%



Instagram reach ⓘ

977 ↑ 47.8%



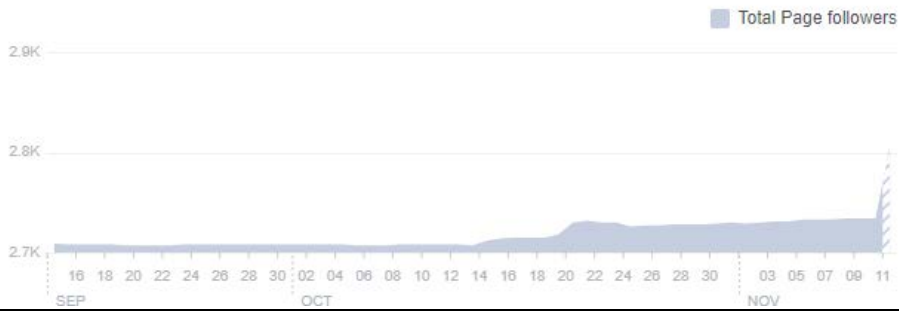
Daily data is recorded in the Pacific time zone.

1W 1M 1Q



Total Page followers: 2,805

Create Post



**BENCHMARK**  
Compare your average performance over time.  
Total Page followers

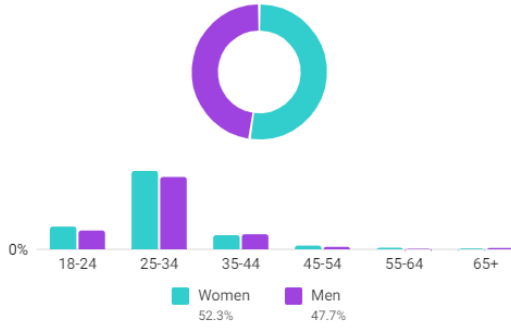
**Audience**

Current audience Potential audience

Facebook Page likes ⓘ

2.6K

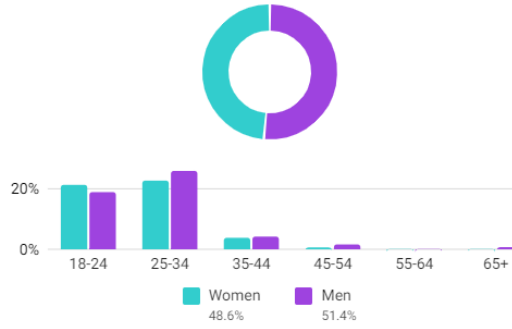
Age & gender ⓘ



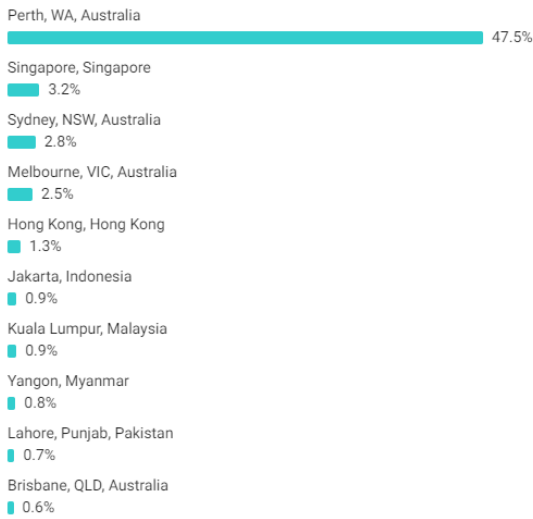
Instagram followers ⓘ

1K

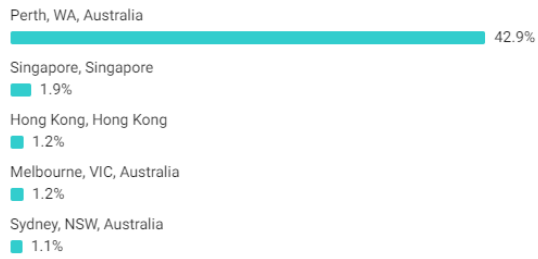
Age & gender ⓘ



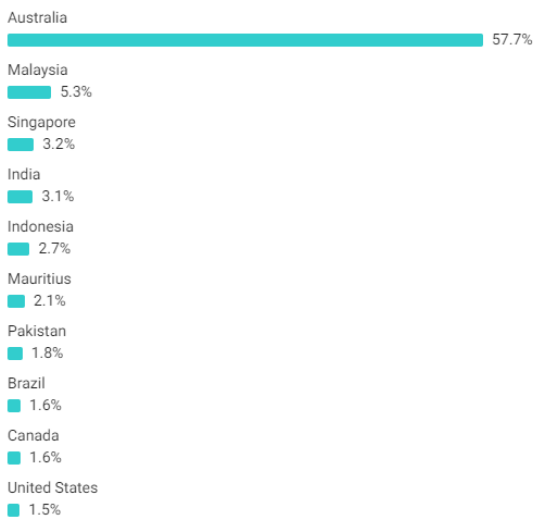
Top towns/cities



Top towns/cities



Top countries



Top countries





### 2021 Final Key Performance Indicator Review

<b>Name: Sofia Gonzalez Torres</b>		<b>Role: ISC president</b>
<b>Key Performance Indicator</b>	<b>Status</b>	<b>Comments</b>
1) Attend a minimum 80% of the guild and committee meetings.	Complete	I have attended 90% of the meetings. LSEC meeting was attended by the ISC secretary on my behalf.
2) Fill 90% of the positions on the International Student Committee.	Ongoing	<p>The current ISC team have 8 members out of 10. However, the ISC faculty of Science and Engineering Representative has decided to resign from his role, the ISC Faculty of Health Sciences Representative has not replied to any messages and emails.</p> <p>Updates: - I have recruited three more students for our ISC team.</p>

		<ul style="list-style-type: none"> <li>- I am in the process of officially joining the students in my team.</li> <li>- Finalising the process, we will have 9 members out of 10. Filling 90% of the positions.</li> </ul>
3)Induction and training to ISC team to carry out their roles within the guild policies and procedures	Complete	<ul style="list-style-type: none"> <li>-I contacted every ISC member and provided information about their roles.</li> <li>-I provided information to ISC members regarding Guild governance and policies.</li> <li>-I requested to Guild president and Guild secretary to dissipate questions and concerns to the ISC team.</li> </ul>
4)Work with the ISC team to enhance support and engagement activities for international students.	Complete	<ul style="list-style-type: none"> <li>-ISC team have weekly online chat conversations</li> <li>-ISC had one meeting in October and two meetings in November.</li> <li>-ISC team have organised donut giveaway event and actively participated in planning Pasar Malam event.</li> <li>-ISC team has engaged Travel restricted International Students to the Pasar Malam event.</li> </ul>
5)Promote ISC Facebook Page and Instagram with weekly updates.	Complete	<p>13/09/21 – 11/11/21 social media report:</p> <ul style="list-style-type: none"> <li>-98 new followers on the ISC Facebook page</li> <li>-Facebook page reach increased 83%</li> <li>-Instagram page reach increased 4.1%</li> </ul> <p>Last 28 days:</p> <ul style="list-style-type: none"> <li>-Facebook page reach increased 355.2%</li> <li>-Instagram page reach increased 47.8%</li> </ul>

6)Continue to hold and organise Pasar Malam.	Ongoing	<ul style="list-style-type: none"> <li>- I actively participated in recommending cultural performances</li> <li>- I actively collaborated with social media diffusion</li> <li>- ISC team filmed the Pasar Malam video</li> <li>- ISC team will be volunteering at Pasar Malam</li> <li>- A member of ISC will be one of the MC on Pasar Malam</li> <li>- I will be welcoming VIP guests.</li> </ul>
7)Campaign for opening nursing graduate programs for international students	Ongoing	<ul style="list-style-type: none"> <li>-International students that are currently studying nursing will finish letters supporting the campaign at the end of this month.</li> <li>-I have actively researched hospitals that will be providing grad programs for international student.</li> <li>-In my research, 2 hospitals have confirmed graduate programs for international students next year.</li> <li>- I am waiting for more hospitals to confirm graduate programs.</li> </ul>

## **PSC President Report**

**SUBMISSION DATE: 15/11/2021**

**FOR MEETING DATE: 18/11/2021**

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### **NAME:**

Hameed Mohammad

### **POSITION**

PSC President

### **GUILD MEETINGS**

8<sup>th</sup> November: Student Engagement & Digital team meeting.

15<sup>th</sup> November: PSC new team recruitment meeting.

16<sup>th</sup> November: PSC Reps & Councillor Board meeting.

### **UNIVERSITY MEETINGS**

2<sup>nd</sup> November: PSC Humanities meeting regarding Master of Teaching course structure changes.

4<sup>th</sup> November: Research Committee Meeting.

9<sup>th</sup> November: Learning & Student Experience Committee Meeting.

### **PROJECTS**

9<sup>th</sup> November: Changes to Master of Teaching 2022 - Student Survey

7-12<sup>th</sup> October: PSC Vacant Positions Appointments

## **Master of Teaching course changes – student survey**

The School of Education has recently announced major changes to the Master of Teaching Course going forward from 2022. Most noticeably there has been the change in course study periods from ‘Uni Terms’ to ‘Special Study Periods’. This change has increased the length of the academic year to 52 weeks, a continuous one-year period of study. This also means that ‘Special Study Period 4’ now runs from November to February the following year, this will make it difficult to complete the final prac within this study period and potentially affect graduates’ chances of employment by finishing so late.

The Postgraduate Student Committee are concerned about these changes and how they will affect students. PSC sent emails to Master of Teaching students and created a student survey to hear students’ feedback on the changes that have been implemented for 2022. Currently, over 80 student responses recorded.

## Research Committee

- Discussions with HDR supervisors & Thesis chairs for timely completions
  - PhD completions
- Milestone model is seeming to increase the proportion of timely completions.
  - Timely completion in masters seem to decline. Concerns?
    - Can improve this through better training and education at supervisor level.
- Humanities seem to be tracking bad?
  - A lot of ‘cleaning’ up (students?) that had to be done in the last 2 years.
- Notional fee to remain as last year.
  - 30,000 per annum

## Establishment of the Institute for Energy Transformation Proposal

- Research
  - Disciplinary work into energy
  - Renewable and offset technology
  - Energy systems
- Teaching and Learning
  - Offer graduate programs relevant to the energy future
  - Rebrand courses
  - Retain core skill units
  - “Curtin graduates are in demand by an industry in transition”
  - Fellowships and Scholarship for graduates

## PSC Team New Appointments

PSC appointed two new councillors recently in line with key performance indicators 2021.

Hana Tambunan	PSC Councillor
Yawen Liang	PSC Councillor

## **OTHER**

Nursing students’ letter-writing campaign

*Thank you for reading!!*

2021 PSC Final Key Performance Indicator Review

<b>Name: Hameed Mohammad</b>	<b>Role: PSC President &amp; Chair of PSC Reps</b>
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<b>Key Performance Indicator</b>	<b>Status</b>	<b>Comments</b>
1. Fill in all positions on the PSC to ensure appropriate representation and advocacy. Introduce the PSC to the broader Guild community, particularly Faculty representatives.	<b>Complete</b> - KPI met, no further work is required	PSC team introduced on social media websites; induction given; PSC Reps Board meeting will be held on 16/11/21.
2. Attend meetings to represent the plan of Curtin postgrads in broader conversations and decision-making processes.	<b>Complete</b> - KPI met; no further work is required	Academic Board, Learning & Research Committee Board, Reps Board meetings attended, discussed postgrad and HDR student issues.
3. Present information to postgrads and introduce them to the PSC at the beginning of both semesters. Attend orientation presentations.	<b>Ongoing</b> - KPI not complete but progressing	This has been done because I stepped up in mid-semester. However, PSC is enormously keen to attend next year's orientation presentation.
4. Improve PSC social media growth and create a PSC LinkedIn page for postgrads as recommended by Curtin Career Development.	<b>Complete</b> - KPI met, no further work is required	Please go through the PSC Facebook for social media growth.
5. Organise social events to foster a social culture and support system for postgraduate students to create a more vibrant campus life.	<b>Complete</b> - KPI met, no further work is required	PSC Sundowner, Postgraduate Cultural Lunch



<p>6. Represent the interests of the Curtin University postgraduate student community both within the University and externally.</p>	<p><b>Ongoing</b> - KPI not complete but progressing</p>	<p>Represented Curtin University postgraduate student community interests in Academic board meetings. The School of Education has announced significant changes to the Master of Teaching Course going forward from 2022. A survey has been sent out for students to get vital information, and this info will be discussed with the University about how these changes will affect students.</p>
<p>7. Manage the implementation of the Mental Health Initiative: Providing postgraduate students from all Faculties Mental Health First Aid. Work with the Accessibility officer to minimise the prolonged waiting list for counselling sessions.</p>	<p><b>Incomplete</b> - KPI no longer applicable/not complete</p>	<p>ISC met this KPI, and other faculty organised events for this semester.</p>
<p>8. Work with the Guild reps to provide more Graduate programs for postgraduate students.</p>	<p><b>Ongoing</b> - KPI not complete but progressing</p>	<p>In collaboration with ISC President, Health Sciences Rep and VP-E, KPI is still in progress.</p>
<p>9. Formulate and disseminate a quarterly bulletin from the PSC to all postgraduate students, highlighting the PSC efforts to advocate postgrads.</p>	<p><b>Ongoing</b> - KPI not complete but progressing</p>	<p>GROK magazine was contacted, but the chief editor suggested publishing a quarterly bulletin next year.</p>
<p>10. Advocate letter-writing campaign regarding Postgraduate Nursing Graduate Program issues and meet Health Minister Roger Cook in person.</p>	<p><b>Ongoing</b> - KPI not complete but progressing</p>	<p>An email has been sent to Health Minister Roger Cook; the minister's team responded. The campaign will be completed by the first term of next year.</p>

## 2021 Final Key Performance Indicator Review

<b>Name: Dax Jagoe</b>	<b>Role: Queer Officer</b>
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Key Performance Indicator	Status	Comments
<p><b>1.)</b> Provide peer counselling and community support to the members of the Queer Department, including referring people to Student Assist or other support networks or services (such as Transfolk of WA, SHQ, etc) if they are required.</p>	<b>Complete; Ongoing</b>	<p>This will continue until the end of my term, however I have not had to do so actively in anywhere near as much of a capacity due to the increased usage of the QD community Discord Server, which often results in peers providing answers and support to questions or issues much faster and more organic way than making an enquiry with the QO.</p>
<p><b>2.)</b> Collaborate with the other Equity Departments on various projects, especially on issues and events where the Queer Department has concerns and interest that overlap with another department, such as Mental Health Awareness Week and Rad Sex &amp; Consent Week. There has been a lot of interest in running collaborative events between the Queer Department and the Women's and Accessibility Departments, due to significant intersections between our communities.</p>	<b>Complete</b>	<p>While my capacity to work on projects and events this year was substantially reduced, I am pleased that I still managed to help collaborate on events such as Rad Sex &amp; Consent Week in semester 2. I am looking forward to the good work my replacement will be able to do in this area, having a broader understanding and relationship across multiple departments.</p>
<p><b>3.)</b> Organise and run a major social event for the Queer Department during second semester. We hope to encourage more new students to come along by planning it in the second semester. This could take the form of a disco or garden party like in previous years, or something entirely different.</p>	<b>Incomplete</b>	<p>While effort has gone into organising a Fairday and parade entry for Pride this year, I have regretfully not been able to apply the necessary brainpower and time to organise this larger event as I had hoped. On the bright side, hopefully that frees up some budget for some exciting stuff next year? Trying to look for the positives.</p>
<p><b>4.)</b> Organising and hosting smaller events for the Queer Department each semester to encourage community &amp; friendship building.</p>	<b>Complete</b>	<p>As mentioned previously, I failed to put on anywhere near as many events this semester as I would've liked, however I still managed to accomplish a Meet &amp; Greet, as well as several other activism-focused meetups.</p>
<p><b>5.)</b> Increase the Queer Department's presence on campus, by:</p> <p>1) Having more of an involvement as a department in on-campus activity</p> <p>2) Having more of an activism platform on campus</p>	<p><b>1) Complete</b></p> <p><b>2) Complete</b></p>	<p>On the more social side of things, the regular and sustained usage of the QD community Discord server has resulted in possibly the strongest and most well-connected cohort of queer students to have occupied the QD space in a long while. This has resulted in large numbers of "delegations" of</p>

as a department

QD members heading to events both on and off campus, or impromptu meetups happening at events once someone posts that they're attending. In addition, many students have also used the space to share their own events and activities! I think that this is a really important aspect of QD culture, and that we should continue to actively support this avenue for students to organically create connections and experiences.

As for activism, I put in a lot of effort this year attempting to get the processes and supports in place to both re-establish the presence of the "We All Need To Pee" bathroom sticker project, as well as enhance and future-proof the project so that it can continue to be carried out in an efficient capacity after I have left the position, as I believe that the level of safety necessitated in order to stop pushing this issue has not yet been reached. The improvements to the project included a digital damage report form, as well as a spreadsheet that would track damaged stickers as well as their replacement dates. The intent of this was that rates of transphobic vandalism could be tracked to give a better understanding of which areas of the university needed targeted training or intervention. Future planned improvements of the project included a Discord server populated with queer students and staff alongside vetted allies, where reports of damaged stickers could be sent out "bounty board"-style, for those who were willing and able to replace them. This was intended to take the emotional and physical burden off the QO and QD members, as I believe it is unfair to expect them to shoulder that effort.

That said, the sticker project is essentially dead in the water as the University has expressed a pointed dislike at the damage that the stickers (and the people trying to damage them) does to the doors that they are placed on, so we are currently just waiting to meet with the University (specifically Properties) and figure out what we can do long-term about the safety of trans and gender-diverse people in bathrooms across campus, as there is clearly an issue that needs to be addressed. I have passed on all the necessary information to Cassidy if she chooses to continue this project, however hopefully we (collectively) will be able to action some more substantial commitments to safety in the coming months.

In addition to the sticker project, I have also been in long-term discussions with several members of staff regarding

		ongoing issues with preferred names appearing on attendance rolls at Curtin, as well as trying to get people's preferred names printed on their ID cards. I am told that there are things happening "behind the scenes" with regards to these issues at this current moment and is thusly out of my hands, however I am glad to have provided a guiding voice and community opinion on these issues that I consider very important.
6.) Continue to manage the Queer Department's social media presence on the Facebook page and Facebook group, as well as the QD Discord server, to provide a forum for queer students to talk to each other and share information, including research opportunities and events. This includes responding to queries and comments from the community in a timely manner.	<b>Complete; Ongoing</b>	Same comments from KPI #1 and #5 apply here: "This will continue until the end of my term, however I have not had to do so actively in anywhere near as much of a capacity due to the increased usage of the QD community Discord Server, which often results in peers providing answers and support to questions or issues much faster and more organic way than making an enquiry with the QO." "...the regular and sustained usage of the QD community Discord server has resulted in possibly the strongest and most well-connected cohort of queer students to have occupied the QD space in a long while. This has resulted in large numbers of "delegations" of QD members heading to events both on and off campus, or impromptu meetups happening at events once someone posts that they're attending. In addition, many students have also used the space to share their own events and activities! I think that this is a really important aspect of QD culture, and that we should continue to actively support this avenue for students to organically create connections and experiences."
7.) Attend relevant meetings with the Curtin Student Guild and other groups on campus.	<b>Complete</b>	Although I have had to cut down on the number of meetings I attend in person, I have managed to maintain a 100% attendance rate at Representation Board (until this final one, sorry).
8.) Collaborate with the UWA Pride Department on events and cross-promotion throughout the year.	<b>Incomplete</b>	Attempts to co-ordinate cross-campus events were impeded by a lack of uptake by queer equity officers from other universities, and I decided to focus the energy that I did have towards my own university for the rest of my term.

# WOMEN'S OFFICER Report REPRESENTATION BOARD 2021 – 18/11/21

Submitted 11/11/21

## GUILD MEETINGS

11/11	Informal handover meeting with Salwa, incoming Women's Officer
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## UNIVERSITY MEETINGS

21/10	Representation Board
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## PROJECTS

### Women's Equity Collective

- The Equity Collective met again.
- Minutes were approved at this meeting, which have been submitted for this Representation Board.

### Charity work

- As prompted by the Women's Collective, I am planning to use \$400 of the remaining WD budget to donate to UN Women Australia's campaign 'End Violence Against Women.'
- This is due to the media coverage of violence against women over the past year.
- I initially wrote a proposal to buy some merchandise, which the budget would cover, then selling them at a slightly inflated price and giving all of the proceeds to charity, so that we could raise more than we spent. However, due to my end of term approaching, it would've arrived in time, and so a one-off donation was decided instead.

### Handover tasks

- I've been in contact with Salwa, 2022 Women's Officer, and have started the process of handover.
- I've also been filling in my handover report, which shouldn't take much longer to finish.

### Discord Server

- The Discord server is still being maintained.
- There is currently 31 members.

### Facebook Group

- The Facebook group is still being used, mainly to share information and create polls for event options.
- It currently has 143 members.

## OVERALL COMMENTS

Due to the time of year and my own end of year assessments, I didn't do as much work as I had done at other points in the year. It has also been quiet in terms of communications to the Women's Department from parties outside of the Guild.

While drafting out my handover report, I was pleasantly surprised to see that I had done 14 event-based activities within the Women's Department this year (including O-Day stalls etc), which was more than I'd thought. Through filling it out, it's been nice to reflect on all I accomplished this year.

I have also been co-planning Big Sister's House, a retreat with the women's community, with Salwa. This has given a good reason for us to collaborate and make handover a smoother transition. For the rest of my term, I'll be making the donation to UN Women's and informing the community about it etc and finishing off any KPIs that I can in the time I have left.

**TLDR**

Due to exam season and end of semester, I didn't have as much to do since last Representation Board. I am planning to spend the remainder of my term wrapping up any projects or initiatives I started this year and give a comprehensive handover to my successor.

**Cassidy Pemberton**  
*Women's Officer 2021*

## Guild 2021 Key Performance Indicator Review Matrix

*Representative: Cassidy Pemberton, Women's Officer*

Date: 11/11/21

Date for KPI Review completion: November Representation Board (18/11)

KPI	STATUS	COMMENTS
(Number of the KPI & KPI Title)	<p><b>Completed</b> (KPI has been met and no further work is required)</p> <p><b>Ongoing</b> (KPI is continuing but is being actively practiced.)</p> <p><b>Pending</b> (KPI has not been completed and is not under progress)</p> <p><b>Incomplete</b> (KPI is no longer applicable/was not completed for set task)</p>	Insert any comments on the KPI for updates, to ensure that you can reach your KPI objectives by the end of your term.
<b>Promote intersectionality appropriately in any possible circumstance.</b>	<b>Complete</b>	
Co-host at least one event with every other Equity Department.	<b>Incomplete</b>	I co-hosted an event with the Accessibility Department and sponsored an event with the Queer Department. Unfortunately, due to the First Nations Department being vacant, I wasn't able to co-host an event with them, but this was out of my control.
Maintain a close relationship with the other Equity Departments.	<b>Complete</b>	I kept on good terms with all of the Equity Officers, and followed their initiatives etc. And though the First Nations Department was vacant, I kept up with general initiatives in a First Nations space so I was aware of them.
<b>Maintain and grow the Curtin Women's Community.</b>	<b>Complete</b>	While I didn't complete all of the things I planned to within this space, I did additional projects to build the community, such as establishing a Discord server, which has 30 members,

			and planning a retreat for community members.
	Establish and run the Curtin Women's Collective.	<b>Complete</b>	Since the members of the Women's Collective were elected, I held a meeting every month and kept in contact with the messages through a Messenger group chat. I also submitted the approved minutes of the meetings to Representation Board.
	Host an off-campus community catch-up at least once every six weeks throughout the year.	<b>Incomplete</b>	As specified in my last KPI review, I wasn't able to achieve in the first half of the year.  However, there was a Women's Department related event or initiative every month this year, and 14 event-related activities, included stalls at O-day, were conducted in the Women's Department this year.
	Create and maintain a Facebook group.	<b>Complete</b>	The Facebook group was created in early December and is still running. As of 11/11, it has 142 members.
	Post at least once a week on social media.	<b>Incomplete</b>	I wasn't able to post every week, as without an active social media campaign, such as Forgotten Figures in the first half of the year, I didn't have anything to post, at least not in a way that felt natural/wasn't disingenuous.
	Post a survey link at least once every two months to receive direct feedback from the community.	<b>Incomplete</b>	I didn't complete this item, as I was receiving feedback directly from the Women's Collective for initiatives etc, and didn't feel I needed to reach out for any more at the time.
	<b>Create informational content focused on women and their issues.</b>	<b>Ongoing</b>	
	A social media series, Forgotten Figures, which focuses on little known women and non-binary	<b>Completed</b>	I have been doing this consistently since the beginning of my term and will phase it out for the end of this



	people in history who achieved memorable feats.		semester, so I can take on another project next semester.
	A database or series of pamphlets with accurate information on serious issues, such as pregnancy, assault and sexual health.	<b>Pending</b>	I plan to work on this in the remaining weeks of my term, and bring together a simple database for next year.
<b>Strongly support and advocate for the rights of Curtin staff and students.</b>		<b>Complete</b>	
	Attending and supporting all relevant rallies and campaigns about women's issues and beyond.	<b>Complete</b>	I attended and spoke at the Peth Women's March4Justice on behalf of young women earlier this year, attended an event to commemorate missing First Nations women in Australia and posted about/stayed updated on other relevant issues.
	Fighting Curtin staff cuts.	<b>Complete</b>	I attended relevant rallies in regards to this issue, and kept myself informed.
	Fighting parking and university cost hikes.	<b>Completed</b>	I was involved in the planning of a parking campaign led by Dylan, and attended rallies against cost hikes, as well stayed informed on these issues.
	Promoting and fostering an activist culture on campus.	<b>Completed</b>	Through the Women's Department, I have shared links and information about protests and activist causes, and have also personally attended relevant rallies and protests, as well as getting involved in the Guild's Semester 2 'Bring Back Our Tuition Free Weeks' campaign.
<b>Aim to make as many aspects of Curtin student life as adaptable and accessible to students as possible.</b>		<b>Complete</b>	While I didn't achieve all I planned in this area, it wasn't due to lack of trying, as I actively tried to do both of the sub-points I specified below.

	Shaping Curtin Counselling to be more catering to students' individual needs.	<b>Incomplete</b>	I reached out to Bridge to get involved in this, however, due to the interest from several people to get involved, I wasn't able to.
	Introducing a student feedback channel for Guild outlets.	<b>Completed</b>	I brought this issue to Commercial Services, who told me about the email address for the outlets which customers are able to email complaints to etc.
<b>Maintain a strong relationship with the Women's Department of close universities.</b>		<b>Completed</b>	I maintained a strong relationship with the Women's Department of UWA, and reached out to ECU Women's Community, who didn't get back to me. Additionally, I also become close with the Women's Officers from UMSU and USyd over east, and we were able to learn and get feedback from each other about our respective projects etc.

***ESSENTIAL***

- *Attend at least 80% of required meetings - **COMPLETED***
- *Submit monthly reports to Representation Board - **COMPLETED***
- *Complete a handover report for my successor - **Ongoing***
- *Run at least two (2) events each semester- **COMPLETED***
- *Run at least one (1) campaign each year - **COMPLETED***



# Accessibility Department

## November Report

### **ADHD Study Group**

- This event ran successfully on the 27th October.
- The goal was to create a low-sensory, low-distraction space and utilise the concept of body doubling to help students with ADHD (or any student who finds it helpful) to study for their exams.
- The event was primarily run by two students who approached me about the event, I liaised with the Guild, supervised the event and funded it from the Accessibility budget.
- Approximately 15 students attended the event, feedback was very positive.

### **Student Equity Working Group 19/10/21**

- The Accessibility Officer was invited to sit on this group this year, which previously other Equity Reps sat on.
- This meeting considered HEPPP and Student Equity Framework for recommendation to LSEC.

### **CAP Distribution Project Update**

- I met with Amy Currie to see how this project is going.
- Discussed how Student Assist could be amongst the departments briefed on the implementation of the new system so they are able to address student concerns about the changes.
- The appeal mechanism has not begun development but I still intend to advocate for student reps to be a part of this process.

### **Handover**

- I have been working on my handover report, arranging for the new AO to be accompanied to major meetings within the first 14 days of their term, and I still need to prepare a handover of ongoing issues such as the CAP distribution project.

### **TL;DR**

I've finished up my events and significant meetings for this role, and am working on handover.

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**Accessibility Officer: February**

## 2021 Final Key Performance Indicator Review

<b>Name: February</b>	<b>Role: Accessibility Officer</b>
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Key Performance Indicator	Status	Comments
KPI number and details	<b>Complete</b> - KPI met, no further work is required <b>Ongoing</b> - KPI not complete but progressing <b>Pending</b> - KPI not complete & not under progress <b>Incomplete</b> - KPI no longer applicable/not complete	
Be an effective representative within the Guild	Complete	Attended Meetings and used TL;DRs in all my reports.
Promote the availability of Curtin Access Plans and other accessibility services on campus and defend against any breaches of these accommodations or attempts to remove or reduce their availability or potency.	Complete	In Semester 2 posted via main Guild socials, not Accessibility socials.
Promote and assist the delivery of one campaign by the National Union of Students or another disability specific organisation	Incomplete	The NUS did not deliver a campaign and I did not seek out a campaign by another organisation.
Foster a community within the department	Complete	Ran meet and greets and the department was regularly used by students.
Engage with students through regular communication via the Accessibility Department Facebook Page, Group and Instagram Page	Incomplete	I shared relevant posts throughout the year but did not post fortnightly.
Uphold a culture of intersectionality within the equity departments	Complete	Cooperated and collaborated with Women's Department and Queer Department. Was unable to work with First Nations Department.
Take a strong stance against governmental and structural changes that disproportionately impact students within the department	Ongoing	These changes have not been defeated but I have worked towards it during my term.

## Higher Education Report 22 October – 11 November

### University Finance 2020 Summary Operation

<https://www.dese.gov.au/higher-education-publications/resources/2020-university-finance-summary-information>

<https://www.dese.gov.au/higher-education-publications/resources/2020-university-finance-summary-information>

### Financial Performance Summary

- The net operating result across the sector was a surplus of \$668.8 million, down from a surplus of \$2.3 billion in 2019.
- 23 universities recorded a net operating surplus and sixteen reported a net operating deficit.
- The average net operating margin across the university sector for 2020 was 1.9 per cent, down from 6.2 per cent in 2019.
- Overall revenue decreased by 5.1 per cent to \$34.7 billion in 2020.
- Expenses declined by 0.7 per cent to \$34.0 billion in 2020. The largest expense for universities was employee benefits, totalling \$20.1 billion in 2020. This increased by 5.2 per cent, up from \$19.2 billion in 2019, partly due to separation costs incurred by some universities.
- The net assets of universities increased by 1.9 per cent to \$62.7 billion in 2020.
- University cash and investments now stand at \$24.6 billion, increasing by 9.8 per cent since 2019.

### Impact of the COVID-19 Pandemic

- 2020 financial results from across the sector shows that the impact of the COVID-19 pandemic has been mixed. Some universities have reported positive results and in some cases an increase in revenue when compared to 2019, while others have reported a decline in revenue and in some cases an overall net deficit.
- In general, 2020 outcomes across the sector were significantly better than was first anticipated at the beginning of the pandemic.
- Media reports from mid-2020 projected an overall sector-wide revenue decline of \$4.8 billion for 2020, however actual results show a decrease of \$1.9 billion or 5.1 per cent from 2019.
- A reduction in investment revenue was the primary driver of revenue decline across the sector, with total investment income of \$927.4 million reported in 2020, down \$1.3 billion or 57.7 per cent from 2019. This decrease was due to the weaker performance across global equity markets following exceptionally strong returns in 2019.
- International student fees were impacted to a lesser extent, with total revenue from international students of \$9.2 billion, down \$755.8 million or 7.6 per cent from 2019. Universities are expected to report further declines in revenue from international student fees in 2021 as Australia's international borders remain closed to new arrivals.
- Increases in Australian Government financial assistance helped to offset the effects of border closures and reduced international student numbers, with total funding increasing to a record \$18.2 billion in 2020, up \$403.7 million or 2.3 per cent from 2019.
- In response to the pandemic, most universities implemented cost containment measures to reduce discretionary expenditure and ensure sufficient working capital to weather the effects of a reduction in revenue. This resulted in a decrease in total operating expenses, down \$255.1 million or 0.7 per cent to \$34.0 billion in 2020.
- Employee expenses continue to be the most significant cost for universities with a total of \$20.1 billion reported in 2020. This represents a substantial increase of \$989.0 million or 5.2 per cent over 2019 and was likely due to a combination of scheduled salary increases and termination payments made to staff.

- Aggressive cost reductions were noted across the sector in other sources of expenditure, particularly in areas such as travel, marketing and promotional expenses, and consultants and contractors, as universities worked to actively reduce their discretionary expenses.

University	Net Operating Result (\$'000) 2020	Net Operating Result (\$'000) 2019	Increase / Decrease \$'000	Increase / Decrease %
Curtin University of Technology	-1,098	82,054	-83,152	-101.30%

University	Total Revenue (\$'000) 2020	Total Revenue (\$'000) 2019	Increase / Decrease \$'000	Increase / Decrease %
Curtin University of Technology	902,715	969,944	-67,229	-6.90%

Operating Revenue	2020 \$'000	2019 \$'000	Change \$'000	Change %
Australian Government Grants	12,122,312	11,976,440	145,872	1.20%
HELP Payments	6,063,971	5,806,178	257,793	4.40%
<b>Australian Government Financial Assistance</b>	<b>18,186,283</b>	<b>17,782,618</b>	<b>403,665</b>	<b>2.30%</b>
State and Local Government Financial Assistance	763,738	725,351	38,387	5.30%
Upfront Student Contributions	455,532	459,066	-3,534	-0.80%
International Student Fees	9,222,983	9,978,794	-755,811	-7.60%
Other Fees and Charges	1,454,207	1,814,300	-360,093	-19.80%
Investment Revenue	927,414	2,191,312	-1,263,898	-57.70%
Consultancy and Contracts	1,628,787	1,567,755	61,032	3.90%
Other Income *	2,012,149	2,000,053	12,096	0.60%
<b>Total Revenues from Continuing Operations</b>	<b>34,651,093</b>	<b>36,519,249</b>	<b>-1,868,156</b>	<b>-5.10%</b>

\* Other income includes royalties, trademarks and licenses and the share of net result of associates and joint ventures accounted for using the equity method.

Source: Department of Education, Skills and Employment.

### **Overseas students and Aussies need tuition in friendship: study**

International students find it harder to make friends with Australian students than they expect, according to a new study of students starting out on their course of study at an Australian university.

[The study](#), which surveyed both domestic and international students, also revealed a strong desire by both groups, including Australian students, to make friendships with students from other countries.

“For both groups, making friends with members of the other group was seen as a priority,” said one of the authors of the study, Brie Willoughby-Knox from the University of Adelaide.

The study – published in the journal *Higher Education Research and Development* – found that Australian students were just as interested in forming friendships with international students as international students were with them.

“That somewhat contradicts the popular narrative that Australian students are not interested in engaging with their international peers. Instead, many local respondents saw connecting with international students as crucial to their intercultural learning and an opportunity to broaden their worldview,” Ms Willoughby-Knox said.

Her study, titled [Working Toward Connectedness: Local and international students’ perspectives on intercultural communication and friendship-forming](#), was carried out with co-author Lynda Yates of Macquarie University. It surveyed students at the beginning of a pathway course – designed to prepare students to enrol in a degree – at an Australian university, and again at the end of first term. Pathway courses generally cover fundamental subjects, academic skills and English language study for those students who need it, and the double survey was designed to get a picture of how students’ expectations had played out.

At the end of the term Australian students reported they had found it easier than expected to make friends with international students. However international students, who initially were less optimistic about friendship prospects, said at the end of term one that they found it harder than expected to make friends with Australian students.

They tended to blame themselves for the failure to quickly connect and some attributed this to lack of English skills. “My English should have improved more and maybe we would be friends,” said one Chinese student.

Other international students felt that the responsibility for forming intercultural friendships seemed to fall on them and they found this disappointing.

On the Australian side, students said they found building friendships with international students easier when they came to see them as individuals, rather than as a group.

## New data links degrees to the salaries graduates earn

For the first time the federal government has published information about graduate salaries that is not drawn from surveys but comes from one of the best possible sources – tax return

# Median income in 2018 of 2007 graduates

By course	By university
Course	Income
Medicine	\$191,800
Dentistry	\$119,800
Engineering	\$100,800
Law and paralegal studies	\$100,600
Pharmacy	\$98,200
Business and management	\$89,800
Computing and information systems	\$84,900
Science and maths	\$82,800
Architecture and built environment	\$81,300
Psychology	\$79,900
Nursing	\$79,500
Health services and support	\$78,300
Teacher education	\$76,900
Communications	\$75,800
Agriculture and environmental studies	\$73,800
Rehabilitation	\$73,600
Humanities, culture and social sciences	\$73,500
Veterinary science	\$72,800
Tourism	\$72,700
Social work	\$71,300
Creative arts	\$60,200

Incomes are adjusted to remove other possible influences such as a student's age, gender, socio-economic status, language background etc.

Source: Dept of Education. Skills and Employment



One is that what course you complete is a far better guide to your future income than which university you went to.

Another finding is that salaries of women graduates are equivalent to men at first, but soon fall away. The main reason is probably that females are more likely to interrupt their careers for family. Discrimination may also play a part.

The data also paints an interesting picture around students who deal with disadvantage. Students from lower socio-economic groups, indigenous students, and others are under-represented at university. But once they are there, and if they succeed in graduating, then they do as well as anyone else in the salary stakes as they progress in their careers.

The data does lack some completeness. For example, it does not tell us if graduates are still working in the area in which they studied. Nor do we know if they are working part-time or full-time.

### For its size, Bond University has produced most entrepreneurs

League of Scholars used data from Crunchbase, the world's largest source of data on venture capital funded start-ups, to discover which Australian universities have produced the most founders of successful start-ups – those that have reached the key milestone of attracting venture capital funding.

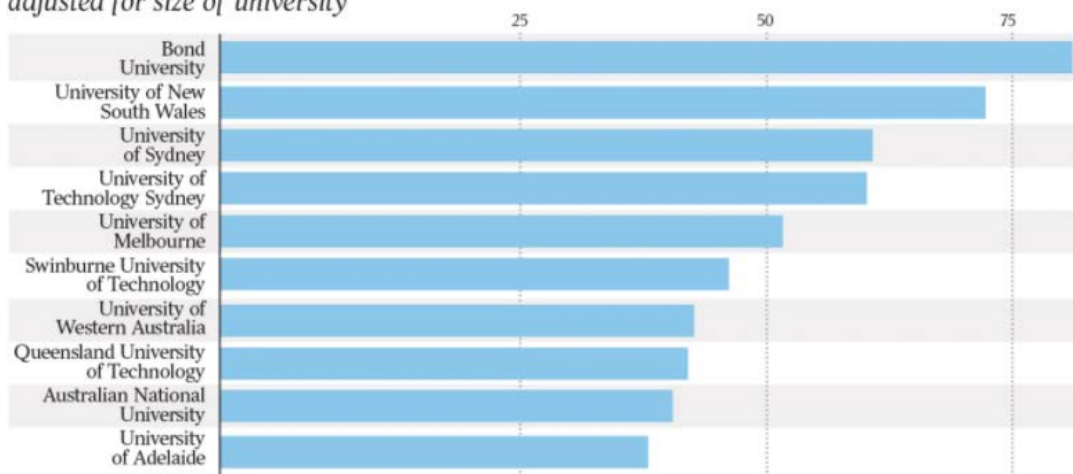
The top three universities on the list probably won't surprise you. The University of Melbourne heads the list with 100 of its graduates having founded start-ups that attracted venture capital funding in the past 10 years. UNSW and the University of Sydney are close behind with 98 and 97 respectively.

The University of Technology Sydney (66), Monash University (57), Queensland University of Technology (51), RMIT (45) and the University of Queensland (41) follow.

But after adjusting for size of university (using the number of start-up founders per 100,000 graduates over the last 10 years) it is a small university, Bond, which rises to the top. Even though Bond has only 15 funded start-up founders, it has over 75 founders per 100,000 graduates. The other nine of the 10 best performing entrepreneurial universities (measured on this basis) are shown in the graph.

## UNIVERSITIES WITH START-UP SPARK

Number of alumni who have founded start-ups that attract funding, adjusted for size of university



Graph shows number of venture capital funded start-ups founded by alumni of a university, per 100,000 undergraduate and postgraduate completions at the university from 2009-2019. Source: Crunchbase, League of Scholars

Bond University tops the list of alumni with successful start-ups

### **Australia's top 250 researchers in 2021**

The Australian's 2021 Research magazine names the top researcher and top research institution in each field of research, based on the number of citations for papers published in the top 20 journals in each field over the past five years.

Use the search term *global leader* to learn the 15 fields in which an Australian researcher is the global leader, and the 20 fields in which an Australian institution is the global leader.

- Curtin Uni features as the top research institution in the fields of:
- Mathematical Analysis
- Oil, petroleum and natural gas
- Radar positioning and navigation (also top researcher)
- Geology

### **Lockdown inspired career changers to enrol in postgraduate study**

Demand for postgraduate courses surged during the pandemic as people reacted to lockdowns and lost jobs by deciding to retrain or extend their skills.

There have been three distinct groups of people enrolling in postgraduate study in the last year or two, according to Flinders University education dean Debra Bateman – career changers, career extenders and professional/Covid responders.

Particularly popular areas include cybersecurity, data science and, not surprisingly given supply problems during the Covid-19 pandemic, logistics, health and medicine related courses.

### **WA 'safest' uni option as State makes case for overseas students**

Mark McGowan has confirmed to WA Vice Chancellors that international students will be back in classes in times for semester one 2022.

WA will keep pace with the Eastern States in welcoming back international students, with the McGowan Government preparing to market the State as the "safest" for students looking to study in Australia.

Mark McGowan unveiled WA's plan to reopen to the country and the world, which is expected to happen in late January or early February once a 90 per cent vaccination rate is reached. The timing means the State can welcome back international students for Semester 1 at pace with the rest of Australia.

Education Minister Sue Ellery said plans were under way to launch a marketing campaign aimed at international students preparing to study next year.

"This timeline effectively puts us on the same time frame as the rest of the international student market in Australia," she said.

"We'll have a reasonable number here by Semester 1, certainly we'll build up for Semester 2 but the view expressed in the meeting today was that this is a bonus."

International students will be allowed into WA at the same time as international travellers, as long as they are double vaccinated and complete a test before and after their arrival.

There is currently a cap on international arrivals imposed by the Federal Government, but Ms Ellery said the WA Government expected that cap to be lifted entirely by Semester 1.

More than 5000 students are enrolled in WA universities. Ms Ellery said: "This is the safest place pretty much in the world to send your students."

### Item: Should Representation Board be scheduled during the daytime and in an easily accessed venue?

Raised by: Jesse Naylor Zambrano

#### Background:

The Guild Regulations state that any Guild member can attend a meeting of the Representation Board. Ordinary Members of the Representation Board are elected representatives who can work with students to raise motions and items for discussion that would connect the Guild with issues faced by the student body.

There is very low engagement between Representation Board and your everyday Curtin student, with the vast majority not being aware of its existence.

This map of the Guild Precinct from 1988 shows that the room 'The Retreat' or 106D was the 'Guild Council Room', meaning that there is precedent for conducting Guild official meetings in the Guild Precinct.

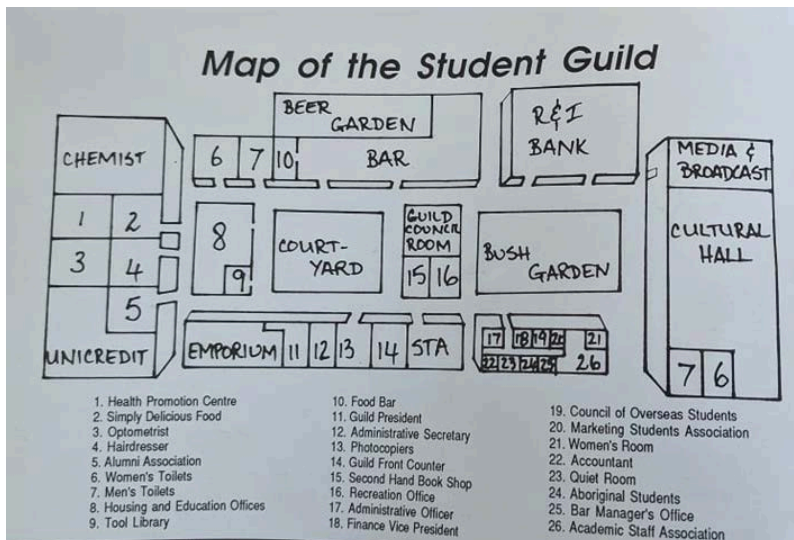


Image Description: Map of the Student Guild taken from Grok Handbook 1988. The space now known as 106D is labelled 'Guild Council Room'.

Currently, Representation Board meetings are scheduled Thursday 6-8PM in the University Council Chambers in Building 100 during semester time. Even reps that sit on the board have difficulty accessing the venue at this time, as we must call security and be granted access, with varying success. Further, many students have left campus at this time.

During the holidays, Representation Board is scheduled at 10AM, during which time campus tends to be more inhabited, and the external doors to the venue are not locked.

Scheduling Representation Board during the day during semester incurs the challenge that representatives have a variety of clashing work and study schedules, which is why evening scheduling is utilised.

Scheduling Representation Board during Common Free Time on Wednesdays, 12-2PM, would be one realistic option, as no student should have classes during this time.

Scheduling Representation Board during the daytime could facilitate more students attending as observers, or working with Ordinary Representatives to move motions. Students who email the Guild with enquiries could more easily be directed to work with one of the ORBS, and attend meetings. This may also increase the visibility of the Representation Board with students, encouraging them to engage.

This may be beneficial to Representation Board fulfilling its functions.

**Confidentiality:**

Open



## Student Guild of Curtin University

### WOMEN'S EQUITY COLLECTIVE

#### Meeting #4

To be held at 3.00pm on Friday 27<sup>th</sup> of August 2021

In The Bridge, Building 106F

## MINUTES

### Meeting Open at 03:10PM

#### 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; Cassidy Pemberton, Lauren Doney, Salwa Kilzi, Taif Khalid, Sarah Ong
- 2.2. Others Present;
- 2.3. Apologies and Leave of Absence: Elizabeth Powell,
- 2.4. Absent: Paige Busher

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

No conflicts were mentioned.

#### 4. Minutes of the Previous Meeting

##### 4.1. Previous Meeting Minutes:

Motion: That the Women's Collective approves the minutes of the previous meeting, held on 20/07/2021, as a true and accurate record of the proceedings.

Moved: Cassidy Pemberton

Seconded: Lauren Doney

#### 5. Reports

##### 5.1. Women's Verbal Report

- Women's Officer speaks about what have been done from the last meeting
- 30 people on discord server, which has been successful.

- Respectful Relationships, women's officer had a meeting with them, the process looks like it will be moved
- The equity space has been updated, to be more inviting.
- Meet with Respect now and always Community, that looks at safe sex on campus.
- Zoom call with Women's officers from other states, talked about differences in universities.
- National student safety surveys, poster has been made and awareness will be spread.
- NUS national action, has been put on hold as COVID-19
- The last event ran, Cat café, was successful
- Guild o day, Taif organised.
- Community has been more engaged in the past month
- Opens the floor to more questions
- Taif brings up the movie night, which had about 15 participants. Was successful.
- Submitted a report to ask for a free self-defence class in September, hopefully during tuition free week.
- Sarah wanted to do a Charity event for the domestic violence, NUS women's,
- Bake sale,
- Brings the floor to questions

Motion: That the Women's Collective notes the report.

Moved: Salwa

Seconded: Taif

## 6. Significant Items for Discussion

### 6.1. Raise awareness for domestic violence

- Sarah brings up personal connections with domestic violence, and has a passion towards domestic violence awareness
- Raising awareness, a fund-raising events UN women's organisation in Australia.
- Social media campaign
- On campus, fundraising event.
  - o Fundraising event, where your memories a fact, to receive a prize
  - o Raffle, or event where you win a prize.
  - o Sign a petition possibly
  - o Wear a colour, or dress-up for so people can get something.
    - Shows support for domestic violence.

### 6.2. The camp end of semester retreat

- Salwa mentions that possibly making a day retreat with the queer department,
- Cassidy mentions that the retreat should just be the WD, as it will be more comfortable for each group.
- Camp will run after exams, hopefully the cost will be lowered substantially.
- Notes the retreat from last year and what was held last year brings the floor to what can be done for this semester

- Board games night
- Haunted trails
- Areas for people who want “time out”
- Having an activity that involves, Indigenous people.
- Stick to 2 nights
- Reflection/mediation
- Making it so more people can attend
- Group craft
- Shows a photo of previous camp area
- Any questions about the retreat.
- Keeping the schedule, a bit loose so people can go have fun.
  
- Paige asked for a leave of absence.
- Mentions that elections will hopefully be held this year for women’s collective.
- Planning more events, this year.

## 7. Collaborative Brainstorming

### 7.1. Potential Plans for Semester 2

- Another movie night mentioned by Lauren.

## 8. General Business

### 8.1. Taking note of previous activities

- Campaigning on other pages, spreading an awareness of an event more.
- The movie night, maybe moving it to a different location as there was people talking in other parts of the venue.
- Cassidy asks if there is anything else that anyone wants to add

## 9. Next Meeting

The next meeting of the Women’s Equity Collective is Wednesday 6<sup>th</sup> October at 11am.

Submit documents and motions to be included in the next meeting’s agenda no later than three days before the meeting to [women@guild.curtin.edu.au](mailto:women@guild.curtin.edu.au).

Meeting Closes at 03:54PM