



Student Guild of Curtin University

53rd Guild Council – Guild Council Meeting #6/2022

Declaration of Approval of Meeting Minutes

I declare that the minutes of the Guild Council held on the 28th of April, 2022 have been approved and are true and accurate.

Signed,

A handwritten signature in black ink, appearing to read "Yie Xin Cheong", written in a cursive style.

Yie Xin Cheong
Chair of Guild Council

MINUTES

Meeting opened at 5:43pm

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;

Dylan Botica (Secretary)
Madison Ainsworth (VP – Education)
February (Vice President – Activities)
Yie Xin Cheong (Chair of Guild Council)
Sophie Scott (Guild Councillor)
Rachel Taylor (Guild Councillor)
Joshua Cooper (Guild Councillor)
Adam Reader (Guild Councillor - online)
Cassidy Pemberton (Guild Councillor – online)
Athina Hilman (Guild Councillor – arrives online at 6:16pm)

2.2. Others Present;

David Luketina (Managing Director)
Breanna Holmes (Minute Secretary)

2.3. Apologies and Leave of Absence;

Jasmyne Tweed (Chair of Representation Board)
Hameed Mohammad (Deputy Chair of Guild Council)
Harry Brooking (Guild Councillor)

2.4. Absent;

Theodora Rohl (Guild President)
Jesse Naylor Zambrano (Immediate Past President)

3. Disclosure of any potential or perceived Conflicts of Interest

No conflicts to disclose.

4. Minutes of the Previous Meeting and Circular Resolutions

4.1. Previous Meeting Minutes

RESOLVED GC#34/22

Motion: That the Guild Council approves the minutes of the previous meeting held on the 24/03/2022, as a true and accurate record of proceedings at that meeting.

Moved: Dylan Botica (Secretary)

Seconded: Rachel Taylor (Guild Councillor)

Vote held - motion passed

4.2. Action List

Item: That the Guild Council resolves outstanding actions

Submitted: Dylan Botica (Secretary)

Item closed

5. Reports

5.1. President – Submitted

Absent – No questions.

5.2. Secretary – Submitted

As tabled – call for questions.

Rachel Taylor asks for further information regarding the misconduct committee referenced in the report. Dylan Botica explains specific cases are confidential but discusses that committee broadly.

Rachel Taylor asks if the Guild is able to prosecute. Dylan Botica responds that this is some that companies under statutes are able to do but the Guild is do actively seeking this. The only time fines have been implemented have been for a handful of Guild clubs breaking rules in the last decade.

5.3. Vice President – Education – Submitted

As tabled.

5.4. Vice President – Activities – Submitted

As tabled.

5.5. Managing Director – Submitted

As tabled – call for questions.

David provides the only update that the office A and B teams will cease as of Monday 2 May 2022 and resume usual office operations.

Rachel Taylor questions the powers of the Professional Behaviour and Registration Panel mentioned in the report. David responds that this mostly relates to medical students and how they conduct themselves in practical assessments and working under pressure in practical situations. The Panel sits outside Curtin's discipline process and approves if you are competent. He states this role is required for all medical schools and they can post things on students.

Dylan Botica asks if there is any update on a medical student's case and if they can pursue further action. David Luketina says that they are making enquiries with Student Assist and potentially able to contact the external university ombudsman.

Dylan Botica requests an update for The Lab outlet opening date. David Luketina reports that the refurbishment is complete and equipment ordered. Currently on track for a soft launch before semester two and then promoted for the start of the new semester. Delays in equipment arriving have the potential to change this timeline.

Rachel Taylor asks why the YTD wages are under budget. David Luketina notes this can be reflect by a decrease in sales requiring less staff as well as impacts from COVID and changing of employees to different employers.

Dylan Botica asks if the semester one SSAF money has been receive. David Luketina says not as yesterday but this is nothing received within a week or so of the due date.

RESOLVED GC#35/22

Motion: That the Guild Council notes the reports en bloc.

Moved: Dylan Botica (Secretary)

Seconded: Rachel Taylor (Guild Councillor)

Vote held – motion passed

5.6. Safety Report

Action: That the Guild Council discusses the Safety Report.

Rachel Taylor questions what the staff member was doing with boiling water in one of the incidents. David Luketina outlines that they are currently still investigating and should be able to conclude after meeting with managers tomorrow. He states this review process is normally completed faster but there have been delays due to A/B team structure. Questions will be asked about what was different in this situation to address any changes.

David wishes to discuss further in camera.

Motion: To move in camera but David Luketina and Breanna Holmes to remain in meeting.

Moved: Dylan Botica (Secretary)

Seconded: February (VP – Activities)

Vote held - motion passed

In camera

Motion: To move out of camera.

Moved: Dylan Botica (Secretary)
Seconded: Rachel Taylor (Guild Councillor)
Vote held – motion passed

Rachel Taylor asks about the six people who have not yet completed online safety training modules. Dylan Botica states he is frequently following up with representatives citing they don't have enough time.

Sophie Scott asks what that plan is if they do not complete training. Dylan Botica confirms they need to complete and will be firmer. He raises that these representatives have external stressors from placements and exams so will continue to work with them. He states they have completed the majority of training but not yet finalised.

RESOLVED GC#36/22

Motion: That the Guild Council notes the Safety Report.

Moved: Dylan Botica (Secretary)
Seconded: February (VP – Activities)
Vote held – motion passed

6. Business on Notice

6.1. Annual Report

RESOLVED GC#37/22

Motion: That the Guild Council:

- a) Approves the 2021 Annual Report.
- b) Recommends to the Annual General Meeting that it note the 2021 Annual Report.
- c) Recommends to the University Council that it note the 2021 Annual Report

Moved: Dylan Botica (Secretary)
Seconded: Rachel Taylor (Guild Councillor)
Vote held – motion passed

6.2. Appointment to Legal Committee

RESOLVED GC#38/22

Motion: That the Guild Council note the appointment of Joshua Cooper to the vacancy on Legal Committee.

Moved: Dylan Botica (Secretary)
Seconded: Rachel Taylor (Guild Councillor)
Vote held – motion passed

6.3. Appointment to the Postgraduate Student Committee

RESOLVED GC#39/22

Motion: That the Guild Council ratify the appointment of Debs Devahuti Chaliha to PSC Vice President - Research

Dylan Botica notes this is the first use of the new PSC appointment changes implemented at previous Guild Council.

Moved: Dylan Botica (Secretary)
Seconded: February (VP – Activities)
Vote held – motion passed

6.4. Student Hub 2022

Action: That the Guild Council discusses what they would like to see from a Student Hub.

February speaks to motion. They are taking the time to do robust consultation for the deadline of May 2023 for the Student Hub proposal beginning with requesting endorsement from Guild Council.

Rachel Taylor notes an email from Guild clubs regarding suggestion common rooms for different disciplines and study, rather than just spent on clubs.

Madison Ainsworth states she would like to see spaces like common rooms, study spaces and locker rooms for clubs. Joshua Cooper and Sophie Scott agree that secure storage is an issue for club committees.

February hones in on addressing why this is needed in addition to library spaces. Adam Reader adds that the library is focused on study while the Student Hub focuses on student life, clubs and helping them run better – things that the library can't provide. He also would like to see larger activity rooms like Club HQ.

Rachel Taylor says this area should focus on meeting other students and interacting in informal ways rather than a focus on study. She cites interactions with other students in science and engineering to help address questions and problems.

6:16pm Athina Hilman joins the meeting online

Dylan Botica cites that UWA has areas for craft and film watching for students enjoy that aren't faculty specific.

Motion: To move in camera but David Luketina and Breanna Holmes to remain in meeting.

Motion: Dylan Botica (Secretary)
Seconded: Rachel Taylor (Guild Councillor)
Vote held - motion passed

Meeting in camera

Motion: To move out of camera.

Motion: Dylan Botica (Secretary)
Seconded: Rachel Taylor (Guild Councillor)
Vote held – motion passed

Dylan Botica mentions that club lockers are getting installed into Club HQ. David Luketina confirms they have been ordered.

Dylan Botica raises it would be good for the Student Hub to not have to be booked on a formal basis and have swipe card access to allow students in. Joshua Cooper adds to consider extending opening hours to 10pm to allow for more clubs to use. Rachel Taylor raises security concerns if opened late and to consider a specific section for women/non binary and information regarding Safer Communities services to escort you to your car.

David Luketina raises that the university may not understand the concept. Suggest including strong visuals and graphics to share vision for the Student Hub. Include interviews from club members to provide the motive and benefit for the investment. Dylan Botica adds to the branding discussion that the library is study and collaboration whereas the Student Hub is the vibrant and fun heart of the student experience for clubs, students and brainstorming.

Joshua Cooper says UWA allows club presidents to have 24 access to club space, to be considered for the Curtin space. Dylan Botica says most uni classes are already open late as well.

Rachel Taylor asks if the library has a strategic plan so they can identify clear differences in the Student Hub proposal. February has received a paper copy of the plan and will follow up for a digital copy.

Athina Hilman questions if the Student Hub is for all students or just Guild club members. There is discussion that it would include all students with a focus on the space for club interactions with several general study spaces with the idea to encourage more students to get involved with clubs. Dylan Botica notes the club engagement and activities at UWA due to having a common space to interact.

Madison Ainsworth puts forward the idea for student self-improvement areas such as Game Changers or different hobbies and skills to develop, promoting as a central location for events on campus. Rachel Taylor notes that faculty specific clubs will likely stay in their established areas and this would be targeted for special interest clubs and humanities with no set areas. Athina Hilman seconds this as there are concerns for humanities students and access to student kitchens closer to their faculty area.

David Luketina advises that the clubs angle provides leverage as it targets 15,000 students. If it's open to all students, large facilities and financial investment is required. He addresses the university will be looking for value for money and justify the costs. Joshua Cooper adds the Student Hub could increase more student's involvement with clubs, adding to the value.

Dylan Botica mentions that UWA clubs have to submit a proposal to use a room in their facility. The Student Hub should be focused on supporting clubs to grow and encourage others to join.

RESOLVED GC#40/22

Motion: That the Guild Council endorses the Vice President – Activities to undertake a consultation period and the drafting of a proposal to collaborate with the University to create a Student Hub on campus.

Moved: February (Vice President – Activities)

Seconded: Dylan Botica (Secretary)

Vote held – motion passed

6.5. Global Branches

Action: That the Guild Council discusses its strategy for International Student Guild interaction / branches

Raised by: Dylan Botica (Secretary)

Dylan Botica provides context to discussion around the need to represent students at other global Curtin campuses and the strategy in that approach.

Rachel Taylor asks if there are currently other Guilds at these campuses. Dylan Botica outlines there are different structures and student councils however they are run differently to the Guild at the Bentley campus and more of a conduit for university engagement information rather than voicing concerns from students. He wishes to discuss how to approach and whether these campuses can become a branch of our Guild like the WASM Guild at the Kalgoorlie campus.

Rachel Taylor notes that several science and engineering units are taught at multiple campuses and may be easier to gather feedback on consistency unit delivery.

Madison Ainsworth questions if there is time and resources to maintain these relationships. Dylan Botica says the engagement is scalable and that communications currently given to the WASM Guild branch could be spread to other campuses in terms of governance and election process.

Rachel Taylor asks about faculty specific communication as a way to reduce workload. Dylan Botica says this would depend on communication structure as there is a benefit to having just one liaison with each Guild.

Joshua Cooper asks if there are specific representatives to liaise with. Dylan Botica responds that there are different structures and still finding who to speak to. Some current representatives are chosen or endorsed through the university with filtered communication.

Joshua Cooper raises it would be difficult for all campuses to meet. Dylan Botica says this would likely occur once a year. Currently Sri Lanka is interested in creating a Guild but depends on culture difference as the Dubai campus is unlikely to form a student union. He says they need to map out which campuses are interested and look at their needs and interests. Adam Reader notes that any additional Guild branches would need to run themselves like WASM and have their own autonomy and decisions on how to engage students.

Dylan Botica invites further questions and discussion outside the meeting.

6.6. GROK Working Group

Motion: That the Guild Council approves the GROK Working Group Terms of Reference

Moved: Dylan Botica (Secretary)

Seconded: Madison Ainsworth

Dylan Botica speaks to motion which was discussed at previous Guild Council, saying Theodora Rohl has prepared Terms of Reference but due to her absence, may delay motion to gather further feedback from Council and staff for her to implement.

Athina Hilman asks if Grok editors have been hired. Dylan Botica confirms they have been hired and Madison Ainsworth confirms they have begun their first writing tasks. Dylan Botica

discusses the objective of the Working Group whether that is day-to-day management or support opportunities to allow Grok to be in charge of the process. He notes due to annual turnover for Grok editors, the Working Group could be more related to long term strategy.

Rachel Taylor adds that giving the Grok editors a chance to settle in before providing instruction could be helpful and approach with a blended strategy of providing support.

Dylan Botica withdraws the motion.

7. Minutes of Committees Reporting to the Guild Council
 - 7.1. Representation Board – Meetings held on 17/03/22
 - 7.2. Executive Committee – Meetings held on 10/03/22, 24/03/22, 31/03/22, 07/04/22, 14/04/22, 21/04/22
 - 7.3. Finance and Risk Committee – Nil
 - 7.4. Activities Committee – Meetings held on 11/03/22
 - 7.5. Commercial Operations Committee – Nil
 - 7.6. Legal Committee – 02/02/22

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

Moved: Dylan Botica (Secretary)

Seconded: Madison Ainsworth

Vote held – motion passed

8. General Business

No items raised.

9. Next Meeting

The next ordinary meeting of the Guild Council is to be held at 5.30pm Thursday the 26th of May in 100.301. Documents and motions are to be submitted no later than 4:30pm on Thursday 19th of May to secretary@guild.curtin.edu.au

Meeting closed 7:05pm

Membership Category & Name of Member	Term
(a) President; Theodora Rohl	1.12.2021 - 30.11.2022 <i>Previously as Guild Councillor 1.12.2020 – 30.11.2022</i>
(b) Secretary; Dylan Botica	1.12.2021 - 30.11.2022 <i>Previously as Chair of Representation Board 1.12.2020 – 30.11.2021 Guild Councillor 1.12.2018 – 30.11.2022</i>
(c) Vice President - Education; Madison Ainsworth	1.12.2021 - 30.11.2022
(d) Vice President - Activities; February	1.12.2021 - 30.11.2022 <i>Previously as Guild Councillor 1.12.2020 – 30.11.2022</i>
(e) Guild Councillors Dylan Botica <i>Elected as Secretary, 1.12.2021 – 30.11.2022. Pursuant to Regulation 29(2) of the Student Guild (Guild Council) Regulations 2018.</i>	1.12.2020 - 30.11.2022 <i>Previously as Chair of Representation Board 1.12.2020 – 30.11.2021 Guild Councillor 1.12.2018 – 30.11.2022</i>
Theodora Rohl	1.12.2020 - 30.11.2022
February	1.12.2020 - 30.11.2022
Rachel Taylor	1.12.2020 - 30.11.2022
Harry Brooking	15.05.2021 - 30.11.2022
Joshua Cooper	2.12.2021 - 30.11.2022
Sophie Scott	1.12.2021 - 30.11.2023
Yie Xin Cheong <i>Elected as Chair of Guild Council, 1.12.2021 – 30.11.2022. Pursuant to Regulation 33(2) of the Student Guild (Guild Council) Regulations 2018.</i>	1.12.2021 - 30.11.2023
Hameed Mohammed <i>Elected as Deputy Chair of Guild Council, 1.12.2021 – 30.11.2022. Pursuant to Regulation 33(9) of the Student Guild (Guild Council) Regulations 2018.</i>	1.12.2021 - 30.11.2023
Athina Hilman	1.12.2021 - 30.11.2023

Cassidy Pemberton	1.12.2021 - 30.11.2023
Adam Reader	1.12.2021 - 30.11.2023
(f) Chair of Representation Board Jasmyne Tweed <i>Elected as Chair of Representation Board, 1.12.2021 – 30.11.2022. Pursuant to Regulation 4(2)(f) and 18 of the Student Guild (Guild Council) Regulations 2018.</i>	1.12.2021 - 30.11.2022

Standing Invite Category & Name of Invite

Term

(a) Immediate Past President Jesse Naylor Zambrano	1.12.2021 – <i>incertus</i> <i>Previously as President</i> 1.12.2020 – 30.11.2021 <i>Chair of Representation Board</i> <i>and Guild Councillor</i> 1.12.2019 - 30.11.2021
(b) Manager Director David Luketina	<i>ex officio</i>
(c) Minute Secretary; Breanna Holmes	<i>ex officio</i>