



**Student Guild of Curtin University**

**Guild Council**

**2022**

**Declaration of Approval of Meeting Minutes**

I declare that the minutes of the Guild Council held on the 17 February, 2022 have been approved and are true and accurate.

Signed,

A handwritten signature in black ink that reads "Hameed Mohammad".

Hameed Mohammad  
Deputy Chairperson



## Student Guild of Curtin University

53<sup>rd</sup> Guild Council – Meeting #2

To be held at 5.30pm on Thursday 17th of February 2022

Online

## Minutes

Meeting opened 5:33pm (online via Webex)

### 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;

Theodora Rohl (Guild President),  
Dylan Botica (Secretary),  
Yie Xin Cheong (Chair of Guild Council),  
Jasmyne Tweed (Chair of Representation Board),  
Madison Ainsworth (Vice President – Education),  
February (Vice President – Activities),  
Hameed Mohammad (Dep. Chair of Guild Council),  
Cassidy Pemberton (Guild Councillor),  
Rachel Taylor (Guild Councillor),  
Joshua Cooper (Guild Councillor),  
Sophie Scott (Guild Councillor),  
Athina Hilman (Guild Councillor).

#### 2.2. Others Present;

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

#### 2.3. Apologies and Leave of Absence;

Harry Brooking (Guild Councillor)

#### 2.4. Absent;

Adam Reader (Guild Councillor),  
Jesse Naylor Zambrano (Immediate Past President)

3. Disclosure of any potential or perceived Conflicts of Interest

Dylan Botica raised that all members have a conflict with motions relating to election by-laws.

4. Minutes of the Previous Meeting and Circular Resolutions

4.1. Previous Meeting Minutes

**RESOLVED GC#17/22**

**Motion: That the Guild Council approves the minutes of the previous meeting held on the 27/01/22, as a true and accurate record of proceedings at that meeting.**

Moved: Dylan Botica (Secretary)

Seconded: Rachel Taylor (Guild Councillor)

**Motion carried**

5. Reports

5.1. President – Submitted

5.1.1. Key Performance Indicators

As tabled.

Theodora Rohl mentions the additional Guild Council welcome document encouraging them to hold the Executive team to their actions.

She adds that the Curtin University Vaccine Mandate is now in place and there has been some public sentiment against the mandate. She says to refer any comments to her. There will also be a COVID-19 testing clinic from March 7 in the carpark on the south end of campus.

Theodora Rohl raises there will be several assessment provisions regarding self-certifying. Dylan Botica questions if there could be issues with the amount of times students can access this. Theodora Rohl delegates to Madison Ainsworth to raise at meeting next week.

Theodora Rohl adds that FAQs have been prepared for students on the Curtin's website about COVID-19 which are being regularly updated.

The hard deadline to enter WA has been removed for international students and there are financial support grants available. Hammed Mohammad clarifies that scholarship amounts depend on course load and case by case basis.

5.2. Secretary – Submitted

5.2.1. Key Performance Indicators

As tabled.

Cassidy Pemberton comments that she appreciates the proactive role in speaking to government members. Dylan Botica requests to go in camera if wanting to discuss specifics.

Cassidy Pemberton questions how the Google Drive records of minutes and agendas were lost. Dylan Botica advises to ask the Student Engagement team. He has been able to find some folders but a lot of older records are missing. Still has all the recent records to be compliant.

- 5.3. Vice President – Education – Submitted
  - 5.3.1. Key Performance Indicators

As tabled.

Madison Ainsworth notes that document submitted was a draft and to erase highlighted sections.

- 5.4. Vice President – Activities – Submitted
  - 5.4.1. Key Performance Indicators

As tabled.

Cassidy Pemberton asks what 'RIT' stands for in relation to the Student Hub.

February explains it is part of Curtin's application process for undertaking projects using the university physical space. Previous Guild President Jesse Naylor Zambrano requested the architecture building specifically whereas the Vice Chancellor suggested to submit proposal for a general space.

- 5.5. Managing Director – Submitted

David Luketina provides update on draft financials for January. Currently on track for the usual quiet sales and event January period. February and March will give more insight and he is predicting a lower March intake but also lower expenses.

Otherwise as tabled.

#### **RESOLVED GC#18/22**

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

Moved: Dylan Botica (Secretary)

Seconded: Cassidy Pemberton (Guild Councillor)

Motion carried

#### **RESOLVED GC#19/22**

**Motion: That the Guild Council approves the Key Performance Indicators set by Executive Officers.**

Moved: Rachel Taylor (Guild Councillor)

Seconded: Sophie Scott (Guild Councillor)

Executive abstains from voting

Motion carried

- 5.6. Safety Report

Action: That the Guild Council discusses the Safety Report.

**RESOLVED GC#20/22**

**Motion: That the Guild Council notes the Safety Report.**

Moved: Dylan Botica (Secretary)

Seconded: Theodora Rohl (President)

David Luketina provides an update on the report. Inspections for January are 98% complete with no workers compensation or particular incidents to report.

Dylan Botica asks about COVID safety and Guild's COVID leave arrangements for staff.

David Luketina says the Guild website has information for staff and office bearers. He is drafting an email to casual outlet staff. Normally they honour the published roster if there is a COVID related shutdown.

David Luketina explains employees can access their personal leave and could possibly have COVID but still able to work from home. He outlines there is a range of scenarios available on the website.

**Motion carried**

6. Business on Notice

**Motion: That the Guild Council approves items 6.1-6.3 en bloc.**

Moved: Dylan Botica (Secretary)

Seconded: Theodora Rohl (President)

Dylan Botica speaks to motion. Bundled these motions as they all reliant on each other and based on the proposal from the last meeting. There have been legal committee workshops and revisions. These changes clarify problems around circular resolutions and parts of the statute for appointments of first year committee member and changing club constitutions.

Theodora Rohl speaks to motion. These updates address issues with appointment and nominations.

This vote requires an absolute majority.

**Motion carried**

Dylan Botica requested names who voted for motion: Theodora Rohl, Dylan Botica, Jasmyne Tweed, Madison Ainsworth, February, Hameed Mohammad, Cassidy Pemberton, Rachel Taylor, Joshua Cooper, Sophie Scott, Athina Hilman.

6.1. Student Guild By-Laws 2022

## RESOLVED GC#21/22

Motion: That the Guild Council upon the recommendation of the Legal Committee **makes** the *Student Guild By-Laws 2022* and **revokes** the *Student Guild By-Laws 2018* effective from the enrolment on the Guild Statute Book by the Guild President.

Moved: Dylan Botica (Secretary)

Seconded: Theodora Rohl (President)

Approved en bloc

### 6.2. Student Guild By-Laws 2022 – Delegations

## RESOLVED GC#22/22

Motion: That the Guild Council from the time of enrolment of the *Student Guild By-Laws 2022* on the Guild Statute Book **delegates** its functions:

| Category                    | Function   | Delegated to                  | Conditions   | References   |
|-----------------------------|--|-------------------------------|--|--|
| Clubs and Student Societies | Power to require a student society to make an amendment to their constitution.   | Guild Secretary               |  | Student Guild By-Laws 2022 Schedule A 11.4(c) & Schedule B 11.4(c) |
| Policy                      | To provide all policies and procedures for inspection by Guild members.  | Guild Secretary               |  | By-Law 44  |
| Governance                  | Establishment and maintenance of register of resolutions.  | Guild Secretary               |  | By-Law 45  |
| Governance                  | Maintenance of register of resolutions.  | Chair of Representation Board | As it applies to resolutions of the Representation Board                   | By-Law 45  |
| Governance                  | Authority to Publish documents (agendas and registers) required to be published in accordance with Section 12(7) and 45 of Student Guild By-Laws 2022. | Guild Secretary               |  | By-Law 12(7) and 45  |
| Governance                  | Authority to Publish minutes required to be published in accordance with Section 21(5) of Student Guild By-Laws 2022.                                  | Minute Secretary              |  | By-Law 21(5)   |
| Governance                  | Authority to Publish minutes required to be published in accordance with Section 21(5) of Student Guild By-Laws 2022.                                  | Managing Director             |  | By-Law 21(5)   |
| Governance                  | Authority to Publish minutes required to be published in   | Guild Secretary               | Responsible for ensuring the minutes of Executive Committee are published. | By-Law 21(5)   |

|                             |   |                 |   |              |
|-----------------------------|---|-----------------|---|--------------|
|                             | accordance with Section 21(5) of Student Guild By-Laws 2022.                        |                 |   |              |
| Clubs and Student Societies | Power to appoint a student society returning officer in extraordinary circumstances | Guild Secretary | Upon the advice of either the Manager – Student Experience or the Vice President – Activities that the student society is experiencing extraordinary circumstances. | By-Law 40(2) |

The Guild Council further assents to the Guild Secretary making non-substantive updates (including to referenced by-law numbers and terminology) to the register of delegations to ensure delegations made under the *Student Guild By-Laws 2018* accurately reflect the *Student Guild By-Laws 2022*.

Moved: Dylan Botica (Secretary)

Seconded: Theodora Rohl (President)

Approved en bloc

### 6.3. Student Guild By-Laws 2022 – Constitutions

#### RESOLVED GC#23/22

Motion: That the Guild Council amends the following Committee Constitutions to make appointments under *Student Guild By-Laws 2022 s. 32 (Other Appointments)*

- International Student Committee Members (excluding ISC President)
- Postgraduate Student Committee Members (excluding PSC President)
- First Year Committee Members
- Kalgoorlie Branch Members
- Student Housing Advisory Committee Members
- Queer Collective Members (excluding Queer Officer)
- Womens Collective Members (excluding Womens Officer)
- Accessibility Collective Members (excluding the Accessibility Officer)
- First Nations Collective Members (excluding the Indigenous/ATSI/Aboriginal/First Nations Officer)

Moved: Dylan Botica (Secretary)

Seconded: Jasmyne Tweed (Chair of Representation Board)

Approved en bloc

### 6.4. Representation Board Constitution Amendment

#### RESOLVED GC#24/22

Motion: That the Guild Council upon the recommendation of the Legal Committee **amends** the *Representation Board Constitution*.

Moved: Dylan Botica (Secretary)

Seconded: Jasmyne Tweed (Chair of the Representation Board)

Dylan Botica speaks to motion. This address frustrations experience when he was Chair of Representation Board and defines what the role is there to achieve.

Jasmyne Tweed speaks to motion. Has been working with the legal advising team, these changes are required.

**Motion carried**

7. Minutes of Committees Reporting to the Guild Council
  - 7.1. Representation Board – Meetings held on 20/01/22
  - 7.2. Executive Committee – Meetings held on 27/01/22, 01/02/22, 08/02/22
  - 7.3. Finance and Risk Committee – Meetings held on 17/11/21
  - 7.4. Activities Committee – Meetings held on 11/01/22
  - 7.5. Commercial Operations Committee – Nil
  - 7.6. Legal Committee – Meetings held on 21/12/21

## **RESOLVED GC#25/22**

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

Moved: Dylan Botica (Secretary)

Seconded: Rachel Taylor (Guild Councillor)

Dylan Botica says he has been trying to get Executive committee minutes in a timely matter to ensure Guild Council has recent and relevant information.

**Motion carried**

## 8. General Business

### 8.1. NUS Referendum

Theodora Rohl says that the referendum on whether or not to stay affiliated with the NUS will be voted on from 22-24 March but the methods of voting are still being discussed and asks for feedback.

Hameed Mohammad asks if online voting is possible using student ID numbers and if postgraduate students can vote in the referendum.

Theodora Rohl explains online voting is difficult to regulate as it's easier to commit voter fraud and it's not as secure. She confirms that postgraduates can vote in the referendum as long as they are enrolled at Curtin University. Curtin College students are not allowed to vote.

Dylan Botica clarifies they need to be a current Guild Member to vote in the referendum.



Sophie Scott asks if the date could be moved given the current COVID circumstances.

Theodora Rohl outlines an extension would have to be signed off by the Returning Officer. There was initial discussion to move to the second semester but concerned students would get confused with the annual Guild elections and create voter fatigue. The referendum can potentially be delayed in semester 1.

Joshua Cooper asks if there would be adequate advertising to students regarding postal vote options.

Theodora Rohl says a notice of referendum email will be sent to students soon and will promote postal votes. There will also be social media information going out.

David Luketina adds that a notice to student Curtin email address will be going out on Monday with information on requesting postal votes. A notice of referendum will be posted on the Guild building.

Hammed Mohammad asks about campaign restrictions on campus.

Theodora Rohl explains it will be similar to the annual elections with discretion from the Returning Officer.

Dylan Botica mentions that it will follow a lot of the same rules as long as they're reasonable and practical but expects there to be an election handbook and campaign guidelines.

David Luketina adds there will be the same principles regarding harassment. Returning Officer can change things as required.

Athina Hilman asks if there is a minimum vote count for this to be considered successful.

David Luketina provides context that Guild Elections have approximately 1000 votes, a handful of postal votes and around 30 assisted postal votes from Returning Officer. Success depends on what the council determines.

Theodora Rohl says they are trying to simplify the postal vote method but there's no set number of votes as a goal.

## 9. Next Meeting

The next ordinary meeting of the Guild Council is Thursday, 24th of March at 5.30pm to be held at 100.301. Documents and motions are to be submitted no later than 4:30pm on Thursday 17<sup>th</sup> of March to [secretary@guild.curtin.edu.au](mailto:secretary@guild.curtin.edu.au)

Meeting closed at 6:16pm

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

|  |                               |
|--|-------------------------------|
| Cassidy Pemberton  | <b>1.12.2021 - 30.11.2023</b> |
| Adam Reader  | <b>1.12.2021 - 30.11.2023</b> |
| <b>(f) Chair of Representation Board</b><br>Jasmyne Tweed<br><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> | <b>1.12.2021 - 30.11.2022</b> |

**Standing Invite Category & Name of Invite** -  
**Term**

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