



Student Guild of Curtin University

54th Guild Council – Meeting #3

5.30PM on Thursday 23 of March 2023

Council Chambers 100.301
Meeting open 5.33pm

Minutes

1. Acknowledgement of the Traditional Owners

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

2. Attendance

- 2.1. Members Present; Adam Reader (Chair), Jasmyne Tweed, Tahni Rowe, Veronika Gobba, Athina Hilman, Dylan Botica, Max Zhang, Cassidy Pemberton, Yie Xin Cheong, Hannah Northey, Aleena Shaji, Rey Nairn, Jacque Bicanic,
- 2.2. Others Present; Ryan Kirby, Dhanya Vimalan, Maryanne Shaddick (Minute Secretary), David Luketina (Managing Director)
- 2.3. Apologies and Leave of Absence; Salwa Kilzi,
- 2.4. Absent; Vishaal Ananth, Hameed Mohammad,

3. Disclosure of any potential or perceived Conflicts of Interest. Dylan Botica noted the item regarding the Remuneration Tribunal.

4. Minutes of the Previous Meeting and Circular Resolutions

- 4.1. Previous Meeting Minutes

RESOLVED GC#9/23

Motion: That the Guild Council approves the minutes of the previous meeting held on the 16/02/2023, as a true and accurate record of proceedings at that meeting.

It was noted that the minutes needed to correct the spelling of Dylan Botica’s name.

Moved: Jasmyne Tweed (Secretary)

Seconded: Veronika Gobba

Carried

5. Reports

- 5.1. President – Submitted. Dylan Botica updated the committee about the NTEU industrial action and funds raised for international students. He noted the revisions to the Guild Regulations that the Council would be considering. Cassidy

Pemberton asked about the Respect Curtin sub-committee. Dylan Botica updated the council that the sub-committee had one Guild representative, the Vice President Education (VPE). Cassidy asked if the Guild could have more than one representative. Dylan said that he wanted to have a discussion about committee appointments. Tahni Rowe asked about the parking campaign. Dylan said that the parking campaign would be ongoing and that the Guild wanted to keep the pressure on the university. Dylan said that a reminder EDM would be sent to students and then the guild would go back to the Chief Operating Officer. Dylan noted that a lot of work on committees was identifying parking as a barrier to being on campus. It was envisaged that the new petition delivery date would be near end of semester one. Tahni Rowe asked about the State Government university review. Dylan discussed the initial Guild statement regarding the university review announcement and that the Guild had requested student consultation. Dylan said that the Guild would wait for the review's findings before making any further statements. Dylan noted that the Guild had provided a submission to Minister about the terms of reference. He said that the revised terms of reference had not yet been announced.

5.1.1. Key Performance Indicators – Submitted.

- 5.2. Vice President – Education – Submitted. As tabled. No questions.
- 5.3. Vice President – Activities – Submitted. No questions.
- 5.4. Secretary – Submitted. As tabled. No questions.
- 5.5. Managing Director – Submitted. As tabled. David Luketina said that Toga had attracted more attendees than expected. Club enrolments were progressing faster than prior years. Turnover in outlets was ahead of budget.

RESOLVED GC#10/23

Motion: That the Guild Council approves the reports.

Moved: Jasmyne Tweed (Secretary)

Seconded: Hannah Northey
Carried

Motion: That the Guild Council approves the submitted Key Performance Indicators.

Moved: Cassidy Pemberton
Seconded: Rey Nairn
Carried

Dylan Botica abstained from voting

5.6. Safety Report

Action: That the Guild Council discusses the Safety Report.

RESOLVED GC#11/23

Motion: That the Guild Council notes the Safety Report.

David Luketina spoke to the safety report adding that most issues were of a minor nature. He noted that the Guild now had an emergency gas stop in the commercial kitchen.

Cassidy Pemberton asked who used the Retreat as the report noted the area was untidy. David Luketina said that the rear part of the space was used for storage. The front area required more regular checks. David noted that this was for staff action. He said that in the first instance furniture needed replacing and that access needed to be changed. David noted that this work would be carried out in the semester break. Jasmyne Tweed asked if the air conditioning in the STA area could be checked. David Luketina spoke about the process of liaising with the university with regard to the air conditioning in Club HQ. It was noted that it took two years to get university consent to replace the G Mart air conditioning. Dylan Botica asked about CHARM reporting for Guild associates. Jacquie Bicanic asked about the shutdown of building 418. David Luketina said it was not an asbestos issue and that the university had not commented beyond saying there was no risk to people. Dylan Botica said the university wanted to expand the building and then found there were structural issues. Athina Hilman asked about the closure of Angazi. David Luketina said that non-perishables had been redeployed where possible.

Moved: Jasmyne Tweed (Secretary)

Seconded: Jacquie Bicanic

Carried

6. Business on Notice

RESOLVED GC#12/23

Motion: That items **6.3, 6.4, 7.1, 7.2, 7.3, 7.4** be passed on bloc without discussion.

Moved: Jasmyne Tweed (Secretary) Seconded: Dylan Botica (President)

Carried

Cassidy Pemberton said that item 6.6 should be discussed. This was amenable to Jasmyne Tweed. 6.6 was removed from the motion.

6.1. Managing Directors Business Plan

RESOLVED GC#13/23

Motion: That the Guild Council approves the Managing Director's Business plan.

Moved: Dylan Botica (President)

Seconded: Jasmyne Tweed (Secretary)

Carried

David Luketina said that the purpose of the plan was that staff were aligned with Guild Council objectives.

6.2. 2022 Financial Statements and Audit

RESOLVED GC#14/23

Motion: That the Guild Council:

- a) Notes the audit report and opinion;
- b) Authorises the President and Secretary to certify that:

In the opinion of the Guild Council:

- i. The Statement of Profit or Loss and Other Comprehensive Income and Statement of Cash Flows are drawn up so as to give a true and fair view of the performance of the Guild for the year ended 31 December 2022;
 - ii. The Statement of Financial Position is drawn up so as to give a true and fair view of the state of affairs of the Guild as at 31 December 2022;
 - iii. The Guild has complied with the Australian Accounting Standards – Reduced Disclosure Requirements, the *Curtin University Act 1966* and the *Australian Charities and Not-for-Profits Commission Act 2012*, and
 - iv. At the date of this statement there are reasonable grounds to believe that the Guild will be able to pay its debts as and when they fall due.
- c) Recommends to the Annual General Meeting that it adopt the Audited Financial Statements of the Student Guild for the year ending 31 December 2022.
 - d) Recommends to the University Council that it note the Audited Financial Statements of the Student Guild for the year ending 31 December 2022.

Moved: Dylan Botica (President)

Seconded: Jasmyne Tweed (Secretary)

Dylan Botica noted the Guild grant was not indexed to inflation.

David Luketina provided some background information about the compliance process noting that the statements followed a prescribed layout. External auditors had not found any issues. The Financial Statements were looked over by the Finance and Risk Committee which had two external members. Cassidy Pemberton asked about revenue from catering. David Luketina said that here catering would include outlets.

Carried

6.3. Chair of the Remuneration Tribunal

Motion: That the Guild Council appoints Dylan Botica as the Chair of the Remuneration Tribunal in accordance with the Student Guild (Tribunal) Regulations 2018, 17(1).

Moved: Veronika Gobba (Vice President – Education)

Seconded: Jasmyne Tweed (Secretary)

6.4. Matters Reserved to Guild Council

Motion: That the Guild Council amend the Matters Reserved to Guild Council.

Moved: Jasmyne Tweed (Secretary)

Seconded: Dylan Botica (President)

RESOLVED GC#15/23

6.5. Education Conference Tender

Motion: That the Guild Council reviews the tender for Education Conference to be held at Curtin University.

Moved: Jasmyne Tweed (Secretary)

Seconded: Dylan Botica (President)

Carried

Yie Xin Cheong abstained from voting

Dylan Botica provided background about the NUS education conference (Edcon). He said it would be a reasonably significant cost for the Guild. Jasmyne Tweed reiterated that it would be expensive however it could be a good opportunity to build networks and learn from each other. Dylan Botica would approach UWA and the Guild would seek approval from the University. More people from Perth would be able to attend. He said that Edcon had not been in Perth for over ten years. Rey Nairn asked about what numbers were likely to attend. Dylan said there would likely be a drop off in numbers from NSW and Victoria (probably about 30-40 fewer delegates). There was a discussion about the cost of sending people if the conference was held in another state. Cassidy Pemberton asked if there will be online option. Veronika Gobba asked about the time required to plan the conference and how long it would take to get formal approvals. Dylan said it would be approved by national exec of the NUS in mid-April. He said that Student Experience had been consulted. Dylan said it would be unlikely that the university would commit funding. Ryan Kirby was invited to speak. He asked about the financial commitments of hosting the conference and whether we could afford Edcon. David Luketina responded that the Guild could be break even by the end of the year in terms of profit and loss and cash reserves would decrease if we did work in outlets. Hannah Northey asked about roles of office bearers that were in the tender document. Dylan Botica spoke about the organisation of the conference. The majority of the work would be undertaken by Guild staff. Working

groups would arrange the plenaries and schedule workshops. Jacquie Bicanic said Edcon would be a lot of work and asked whether Guild councillors would have to do more. There was feedback about wording of the tender document. Dylan Botica asked for an indication of support for the conference being held in Perth.

6.6. Amendments to Student Guild (Council) Regulations 2018 & Guild By-Laws

RESOLVED GC#16/23

Motion: That the Guild Council:

Approve a proposal to amend the Student Guild (Guild Council) Regulations 2018 and the Student Guild By-Laws 2022 for the following purposes:

- Establish an officer for Welfare and Sustainability (or similar)
- Remove the role of “Chair of Representation Board”.
- Remove the roles of “Ordinary Representation Board Members”
- Alter the number of Guild Councillors to ensure effective governance.
- Make affirmative action specified in the By-Laws rather than Regulations
- Clarify the eligibility for officers
- Make the removal from office process clearer and allow for transfers to other roles without retaining all roles (resignation consequences).
- Change casual vacancy for Guild Councillors to be by method of “countback” rather than “fresh-count”.
- Spelling, grammatical and other administrative corrections.
- Addressing matters recommended from Legal advice the Guild has received or other areas that have caused issues for Council.

The Guild Council also authorises the amendment of other Regulations where required for related purposes.

6.36pm The Chair left the room.

Aleena Shaji took over as Chair.

Dylan Botica spoke to the motion saying that it was a long process to change the regulations. The Legal Committee would review the draft changes and then they would come back to Guild Council for approval. Dylan said that a Sustainability Officer would help alleviate the workload of the Vice President Education (VPE) and that sustainability issues were important to the student community. As well, Dylan said it was important for the VPE to have the opportunity of continuing to study. The Representation Board would be chaired by the VPE which it had been in the past. It was noted that if we have too many office-bearers roles, too many candidates are elected unopposed and the quality of candidates becomes an issue. Before 2018 there were 10 guild councillors and it was noted that most bodies with a board would not have as many people. Dylan said that affirmative action could be fluid so it was best to have that in the by-laws as it provided more flexibility. The current affirmative action rules had never been used and they prevented the West Australian Electoral Commission (WAEC) from running Guild elections. There was discussion about the count back method. There was discussion of the issue of Guild councillors who were elected to an office bearer role. There was discussion of having the secretary elected along with the other positions. Cassidy Pemberton raised the issue of having unpaid Representation Board members and whether that was a good idea. Dylan Botica suggested there be a guaranteed speaking time for unelected students attending the Representation Board. Hannah Northey was concerned that having the VPE chair the Representation Board would add to their workload. Dylan Botica said he envisaged the Secretary handling the preparation of minutes and agendas. Athina Hilman asked about whether there was a conflict in running a parking campaign and having a Sustainability Officer. Jacquie Bicanic said sustainability would incorporate financial sustainability. Spoke about time

taken to get to and from Curtin on public transport. Jacquie Bicanic asked about the timeline. Dylan Botica said he was hoping to expedite the changes through the university. He reiterated that the process was that the changes would go to the Legal Committee of the Guild, then comes back to Guild Council. Then the changes would go to the University Legal committee and then to the University Council. Dylan Botica said that he would like the changes in place before the next election. Rey Nairn asked about fresh counts.

Rey Nairn proposed an amendment to the motion:

“Change method of filling casual vacancy currently conducted by “fresh-count” to be by method of “countback” .

This was amendable to Jasmyne Tweed.

Moved Jasmyne

Seconded Dylan Botica

Carried

7. Minutes of Committees Reporting to the Guild Council
 - 7.1. Representation Board – Meeting held on 09/02/23.
 - 7.2. Executive Committee – Meeting held on 06/02/23, 08/02/23,27/02/23.
 - 7.3. Finance and Risk Committee – Meeting held on 01/02/23.

7.4. Legal Committee – Nil

RESOLVED GC#17/23

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

Moved: Jasmyne Tweed (Secretary)

Seconded: Dylan Botica (President)

8. General Business. Dylan Botica said that NUS affiliation and KPIs should have come to Guild Council. He said that he would send them via circular resolution.

9. Meeting Evaluation

The meeting evaluation was conducted by Cassidy Pemberton who noted that the agenda should have been circulated earlier and that it would be a good idea to have more information or a summary of complicated documents.

10. Next Meeting

The next ordinary meeting of the Guild Council is Thursday, 27 of April at 5:30PM to be held at Council Chambers. Documents and motions are to be submitted no later than 4:30PM on Thursday 20 of April to secretary@guild.curtin.edu.au

Meeting closed at 7.06pm.