

CURTIN STUDENT GUILD **Guild President Report**
July 2024
Jasmyne Tweed

Presidents Guild Council Report

Covering Dates: 20.06.2024 – 18.07.2024

Leave: Nil

Travel: 20.06.2024-22.06.2024 Gender-based Violence Charter Seminar

1. Meetings Log

University Meetings		
Date	Meeting	Comments
20.06.2024	Academic Board Executive	
28.06.2024	Academic Board	
08.07.2024	Guild President x DVCG Check in	
	Guild President x DVCA Check-in	
11.07.2024	Student Experience Steering Committee	
15.07.2024	Global Positioning Committee	
17.07.2024	Student Charter re-do planning	
Guild Meetings		
Date	Meeting	Comments
24.06.2024	Guild President X MD Check-in	
	Guild Exec x PMs Meeting	
	Higher Education	
25.06.2024	NUS Womens Officer – National Code Submission Check-in	
27.06.2024	Guild Council	
28.06.2024	Academic Board Pre-meeting	
05.07.2024	WASM President Check-in	
08.07.2024	President x MA Check-in	
	Guild Executive Committee	
	Higher Education	
09.07.2024	Presidents Catch-up	
10.07.2024	Make Renting Fair Working Group	
11.07.2024	Executive Committee	
12.07.2024	Guild x Briscoe Check-in	
17.07.2024	Finance and Risk Committee	

2. Projects Overview

2.1 Education Conference

For the first time in ten years the annual National Union of Students Education Conference was held in WA right here at Curtin University. Reps from the Curtin Student Guild presented fantastic, productive workshops that represented the strengths of the Curtin Student Guild well. Unfortunately the conference did not go smoothly in its entirety, with an alleged shoving from a member of Socialist Alternative towards the NUS Education Conference leading to the conference pausing on day three.

2.2 Managing Director Recruitment

The Managing Director recruitment process is underway. David, Nika and I met with the recruitment agency and finalised the advertising strategy. The agency is on the process of creating a skills matrix to screen recruits against.

2.3 Gender-based Violence National Code

The National Code will set rules for higher education providers to embed a whole-of-organisation approach to prevent and respond to gender-based violence. The National Code will apply to all higher education providers registered by the Tertiary Education Quality and Standards Agency.

The Guild submitted a response to the draft national code, emphasising the important of survivor and trauma informed approaches. We referenced the approach of the University of Minnesota through their [Aurora centre](#).

2.4 Student Housing – Academic Sanctions

Student Assist and I are currently advocating for there to be a financial minimum of debt that a student in accommodation needs to be in before they receive an academic sanction. The university has been extremely reluctant to this approach but we have gained the support of the Vice Chancellor in implementing a minimum and will be presenting this to the accommodations team.

2.5 Student Assist Services Expansion

We are in the middle of the process of expanding the services that students assist provide. We are looking into providing a lawyer or someone with legal expertise for half a day a week.

2.6 Student Charter

Myself, Student Assist and the Academic Registers team have started the process of re-writing the Student Charter. It hasn't been updated since it was created in 2008 by the university and the Guild. We are attempting to create a document that re-instate the importance of creating a safe campus and Curtin community for all students to enjoy and the role that all students have in contributing to that safe environment. The first draft is currently being created.

Vice President – Education

July Guild Council

Reporting Period 22/06/2024 – 29/07/2024

Veronika Gobba (she/her)

University / External Meetings

Date	Meeting	Comments
24/6/24	Academic Calendar Working Group	Re: tuition free weeks placement
25/6/24	NUS Women's Officer GBV code consultation	
28/6/24	Academic Board	
5/7/24	Triple J pre-record interview	Re: Universities disclosing where they get their funding from/disclosing ties
18/7/24	Guild Survival Guide Presentation	
19/7/24	PAC MATE training presentation with Exec	

Guild Meetings

Date	Meeting	Comments
24/6/24	Student Assist & Fac reps catch up	
25/6/24	Higher Ed	
27/6/24	VPE x HUM Rep Catch-up	
	Guild Council	
2/7/24	Courses Committee	
5/7/24	VPE x HUM Rep Catch-up	
8/7/24	Student Assist & Fac reps catch up	
	Executive Committee	
	Higher Ed	
11/7/24	VPE x HUM Rep Catch-up	Guild Content Warnings Guide complete, Imari is sending off to different parts of the university and HUM senior leaders. Imari has done amazing work leading this project . UQ union reps have reached out for information to us to help establish on their campus as well.
15/7/24	Operations Committee	
16/7/24	CQAM Review	Student Assist & Faculty reps
18/7/24	CQAM Review Part 2	
	VPE x HUM Rep Catch-up	
	Representation Board	

The National Higher Education Code to Prevent and Respond to Gender-based Violence Issues Paper

Myself, the VP-SW and President in consultation with the office bearers have submitted to the consultation of the code which can be read [here](#).

Other

- Currently in the process of preparing a report to take the university outlining the problems with assessment feedback and possible solutions based on the survey done by the faculty representatives.
- Guild reps have been asked for feedback to review the Course Quality Assurance Manual, along with student assist we will be sending our feedback.
- I have worked with student Engagement to help shift the Faculty reps away from Facebook to Instagram with IG accounts and have been liaising with reps to help plan content.

Vice President – Activities

Max Zhang

Guild Council Report June 2024

25/06 – 22/07

Note: I was on annual leave between the dates of 18/06 and 28/06, this covers 9 business days.

Meetings

Date	Meeting
08/07	Executive Committee
09/07	Above & Beyond Curtin
10/07	VPA X Events, Sustainability Week planning
11/07	Love, Sex and Consent Week planning
12/07	Meeting with SpacySync
15/07	Operations Committee
	VPA X Club Support
16/07	Café Connect Planning
17/07	VPA X Events
18/07	Women's Department Events Planning
19/07	MATE X Executive Committee

Events

Date	Event
01/07 – 04/07	NUS Education Conference
15/07 – 19/07	Semester 2 O-Week
16/07	Friend Speed Dating
19/07	Friend Speed Dating

Upcoming Events

Date	Event
07/08	Talent for Tomorrow with Curtin
13/08	Café Connect with ISC and Curtin Connect
12/08 – 16/08	Sustainability Week & Pop Up Thrift Store

Event Notes

Semester 2 O-Week was very successful despite the typical low attendance for Sem 2 as well as a lot of students' VISAs not being processed in time, we still had a fantastic turnout. Both Friend Speed Dating events reached capacity to the point where people had to be turned away as there was no more space. Giveaways, tote bag colouring in and other events were very well received also.

Projects

Met with the Clubs Support team to discuss my plans for a clubs handover guide, and it was decided that, instead of a written document guide, this could be implemented as a TidyHQ project, similar to renewals. I have and will continue to collect resources from successful clubs with smooth handovers, to ensure that all the information that will go into this guide is applicable and relevant for clubs.

Vice President – Sustainability & Welfare

July Guild Council Report (11/06/2024 – 22/07/2024)

Jacque Bicanic (she/they)

University / External Meetings:

Date	Meeting	Comments
11/06/24	Respect at Curtin Specialist Advisory Committee	
24/06/24	Gender-Based Violence Working Group	
11/07/24	Department of Department of Biodiversity, Conservation and Attractions – Grant Funding	Met with Bree, Tanya and Emma to discuss what the grant is and if we're eligible and what we'd need to do.
16/07/24	Mental Health & Resilience in Students Reference Group	
19/04/24	RACSAC	

Guild Meetings (Or Guild-Related Meetings):

Date	Meeting	Comments
12/06/24	Events, VPA & VPSW catch up	
12/06/24	Student Meeting	A student reached out to me to discuss the bins in the library
12/06/24	Love Week Meeting	
12/06/24	Recycling Hub on Campus	Met with Luke from Recycle Right and Maryanne joined us.
13/06/24	Reps Board	
17/06/24	Queer Officer Check-in	Discussed Pride and Max/VPA was in attendance.
20/06/24	Content Warning Meeting	
25/06/24	Higher Ed	
26/06/24	Events & VPA Catch Up	
27/06/24	CFC and Recycling Hub update	Met with Maryanne
27/06/24	Guild Council	
02/07/24	Ed Con	
08/07/24	CFC and Recycling Hub update	Met with Maryanne
08/07/24	Exec	
08/07/24	Higher Ed	
10/07/24	Collected Condoms from WAAC	
10/07/24	Collected Donations for O-Day	
10/07/24	Sustainability Projects Sem 2	Met with David and Tanya to discuss what sustainability projects I am working on for the remainder of the year.
11/07/24	Collected Donations for O-Day	
11/07/24	Mini Exec Meeting	
11/07/24	Love Week / Rad Sex & Consent	Discussed what we will be doing this semester.
15/07/24	Lush Booragoon	Collected wastage and samples for O-Day
15/07/24	Operations Committee	
16/07/24	Andrews Succulents	Collected donations for O-Day

17/07/24	Queer Officer Check In	
17/07/24	Health & Safety	
17/07/24	Pride	Sheldon, Imari, Zavier, Max and myself met to discuss the plan for Pride on campus.
18/07/24	WAAC	Collected Condoms for O-Day and for reception
18/07/24	Officeworks Cannington	Collected donations for O-Day
18/07/24	Women's Officer Check In	Met with events team, Max, Chloe and myself.
18/07/24	SA/SH Flyer	Met with Ariane Cummins from Curtin Counselling to discuss flyer I am creating for reporting options for students for sexual assault/harassment.
18/07/24	Reps Board	I was unable to attend reps board but I will review the meeting minutes when they are released.
19/04/24	MATE Training	Met with Guild exec team, Sheldon, Robyn and Imari to discuss MATE training.

Leave Taken:

Sick Leave: 17/06/24 – 21/06/24

WA Day Public Holiday

Annual Leave: 01/07/2024 and 03/07/2024 – 05/07/2024

Further Notes:

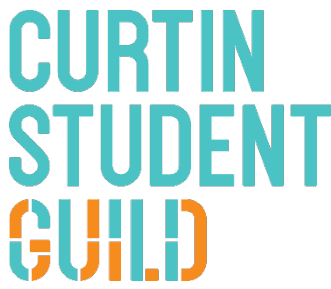
Topic	Details
Containers For Change	Have created an account for the Guild with CFC. Met with Maryanne a few times to discuss updated on how things are tracking with TOMRA re reverse vending machines. The progress is slow but I am hopeful we can put together a proposal to present to Curtin by the end of the month.
Recycling Hub	I just need to put together the final list of what we will be accepting at the hub, and which company we need to contact and set up a system to empty the hub. To begin with it will be manually emptying the hub and dropping off the items at different drop-off points. As the hub matures, I will review this process and update it as I can.
Gender-Based Violence Submission	The Guild made a submission/response to the Action Plan to Address Gender-Based Violence, and related issues.
Sustainability Week	I've been working on delivering a sustainability week as part of my KPI's. This is set to be delivered in week 6 (26 th – 30 th of August)

Lush

I have been working on fostering a relationship with Lush (a sustainable and ethical cosmetics brand) and have been able to collect wastage from 3 store locations, a number of samples for O-Day and also am in the process of negotiating a Lush Stall for sustainability week.

O-Day

I've been prepping for O-Day, sourcing donations from Andrews Succulents, Lush, The Body Shop, Officeworks, The Source Bulk Foods, and Bunnings, with some other stores yet to respond.



Secretary's Report

SUBMISSION DATE: 20/06/2024
FOR MEETING DATE: 27/06/2024

NAME: Mitch Craig
POSITION: Guild Secretary
Leave: 16/07/2024 – 25/07/2024

GUILD MEETINGS/EVENTS

Date	Meeting	Comments
25/06/2024	Higher Education	
25/06/2024	Pre-GC Chair Meeting	
27/06/2024	Guild Council	
01/07/2024	Pre-GC chair Meeting	Met w/ Ryan and Ben
01/07/2024	EdCon Day 1	
02/07/2024	EdCon Day 2	
03/07/2024	EdCon Day 3	
04/07/2024	EdCon Day 4	
04/07/2024	Meeting w/Juicebox	Discussed website rebrand and concepts
05/07/2024	Meeting w/ WASM Branch	Met with WASM President and Secretary to discuss the affairs of the Kalgoorlie Campus & Branch.
08/07/2024	Exec Filming	Welcome Video
08/07/2024	Exec	
08/07/2024	Higher Education	
11/07/2024	Events Meeting & Exec	
12/06/2024	Operations Committee	Chaired
12/06/2024	Finance & Risk	

UNIVERSITY MEETINGS

Date	Meeting	Comments
	Nil	

Projects

- Have been working on new branding rollout and replacement of branded assets ready for Semester 2, nearly complete
- Working on Club tax requirements with the Club Support Team.
- Guild Donations, we have received the charitable collections licence, work is being done to add a donations page to the Guild Website.
- Edcon – much of the early part of this month was devoted to EdCon, this is now complete, thankfully.
- Charge Card Facility – This is now finally opened and in use, Bankwest cards are no longer being used by cardholders who have received their new cards, the Bankwest facility will be closed very soon.
- Chair of the Discipline Tribunal – we have had the new chair approved and they have been appointed.
- I have been working on the Kalgoorlie elections timeline and format.

KPIs

- Attended all required meetings
- All payments submitted on time
- I have been responding to/actioning all appropriate emails
- Policies have been getting updated
- This report was submitted
- Constitution review has been progressing
- Most of my hours have been from the office

tl;dr

Edcon is done! I am going to Kalgoorlie next week. Discipline Tribunal Chair appointed. New corporate charge cards are in use. I have been on leave for the last 10 days.

CONFIDENTIALITY

- OPEN
 CONFIDENTIAL



55th Guild Council - 7 / GC

GUILD COUNCIL – 25/7/24

SAFETY REPORT

Submitted: David Luketina (Managing Director)
Moved: Jasmyne Tweed (President)
Seconded: Mitchell Craig (Secretary)

Preamble:

The Guild to discuss and note the Safety Report and determine any actions arising.

Motion:

That the Guild Council **notes** the Safety Report and the attached updated Work Health and Safety Plan.

Safety Performance:

- Safety inspections conducted on time (as % of planned inspections): 90% for June
- Workers compensation claims (as hours of paid compensation over the past 12 months): 1324.6 Hours for June

Incidents and Hazards to note:

New items of concern to follow up on as a result of the Workplace Inspections:

- B106D (The Retreat) – Use of space and storage review required and initial steps are in place for review.

Ongoing items:

- *B105 (Guild Café Library) damaged flooring in the kiosk – Completed since last safety report.*
- *B104 (GC – Central and Kitchen), cracking in the wall is now appearing in the upper level directly above the location of the lower-level. This has reported to Curtin. – Ongoing*
- *B104 (GC – Central and Kitchen), the render on the chemical room walls is bubbling and/or coming loose. This has been reported to Curtin. – Ongoing*

Guild injuries, near misses or hazards reported:

- Nothing new to report
- Noting a previous reported incident involve a staff member pinching their finger when moving boxes has been closed out. The situation was investigated and it was determined that adequate measures are in place for the task and no additional safety measures are needed.

General Safety Update for the Month:

The Health and Safety Committee met on 17 July 2024 and recommend that Guild Council approves the revised Work Health and Safety Policy (provided via a separate paper)

The Guild's updated Work Health and Safety Plan is also attached for noting.

Fire Equipment 6-monthly service is due in August.

First Aid Kits / Equipment checks and refills due in August.