

**REPORT FOR
REPRESENTATION BOARD**

Guild President Dylan Storer (he/him)

Period: 1/12/2024 – 13/2/2025

Travel

- NUS NatCon (Ballarat) | Dec 9 – Dec 13
- Pres Summit (Melbourne) | Feb 5 – Feb 7

Leave

- Dec 24 – Jan 6 (Holiday Shutdown)

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Summary

The beginning of the 56th Guild Council has been fast-paced and driven by a deeply motivated team of Reps that are eager to get the job done. 2025 presents the Guild with many challenges and opportunities; we have a state and federal election, a plethora of events for students, thousands of sausages to sizzle, hundreds of clubs to support and 60,000 students to advocate on behalf of and fight for every day.

The Curtin Student Guild, in 2025, will continue to be the leading full-service student union in the country. The Guild will fight for the rights of student renters on and off campus, we will advocate for

the banning of outdated unit content and for better assessment feedback and we will back-in all student's rights to self-determination on and off campus.

In 2025, the Guild will open the long-awaited Clubs Hub and a new Student Kitchen, marking the beginning of a broad revitalisation of the Guild Precinct into the hub of student life on campus. We will also embark upon making the big strategic decisions we need to turn our loss-making commercial portfolio around whilst ensuring that food and drink on campus is cheap for students.

The Guild will consistently engage with the University and Government and advocate fiercely inside and outside the halls of power. Our values will never waver and we will be the independent and strong Guild that the students of this university deserve.

In Solidarity,

Dylan

Meetings

University Meetings

Date	Meeting	Comments
4/12/24	Chief Operating Officer w/ Guild MD	Introductory meeting
17/12/24	Academic Registrar	
18/12/24	Academic Registrar w/ Guild MD	
19/12/24	Deputy Vice Chancellor Academic & Provost w/ Guild MD	Introductory meeting
10/1/25	Director of Accommodation & Community Services w/ Guild MD	Introductory meeting
21/1/25	Student Experience & Learning and Teaching Steering Committee	
22/1/25	Students as Partners Meeting	
29/1/25	Deputy Vice Chancellor Academic	Monthly meeting
29/1/25	Vice Chancellor	Monthly meeting
10/2/25	Chief Legal Officer	
11/2/25	Chief Strategy Officer	
11/2/25	Chancellor & Vice Chancellor	
12/2/25	Academic Board Executive	
12/2/25	Deputy vice Chancellor Global	6-weekly meeting
13/2/25	Curtin Academy Advisory Board	
13/2/25	Student Charter Working Group	
13/2/25	University Council	

Guild Meetings

Date	Meeting	Comments
2/12/24	Guild Induction Day	
2/12/24	Representation Board	
2/12/24	Guild Council	
2/12/24	Guild Executive Meeting	
3/12/24	Manager – Student Engagement	
3/12/24	Managing Director	
4/12/24	Managing Director	
4/12/24	Guild Executive Meeting	

5/12/24	Document Management Training	
5/12/24	Managing Director	
Dec 9-13	NUS National Conference	
16/12/24	Managing Director	
16/12/24	Manager – Student Engagement	
16/12/24	Women’s Officer	
16/12/24	Managing Director	
17/12/24	Comms Strategy Meeting	
18/12/24	Student Assist (Housing)	
19/12/24	Managing Director	
19/12/24	Commercial Strategy Meeting	
23/12/24	Manager – Student Engagement	
23/12/24	Guild Executive Meeting	
6/1/25	Managing Director	
6/12/25	Manager – Student Engagement	
7/1/25	Rep Digital Workshop	
13/1/25	Managing Director	
13/1/25	Manager – Student Engagement	
14/1/25	Manager - Student Assist	
14/1/25	Guild Executive Meeting	
14/1/25	International Student Committee President	
15/1/25	Manager – Student Experience	
20/1/25	Managing Director	
20/1/25	Manager – Student Engagement	
20/1/25	Guild Executive Meeting	
21/1/25	Guild Website Meeting	
21/1/25	Period Product Dispenser Project Meeting	
27/1/25	Managing Director	
27/1/25	Manager – Student Engagement	
29/1/25	Kalgoorlie Branch President & Secretary	
30/1/25	Circle Green Community Legal	
30/1/25	Kalgoorlie Branch President	
3/2/25	Managing Director	
3/2/25	Manager – Student Engagement	
3/2/25	Exec & Program Managers Meeting	
3/2/25	Higher Education Sector Updates Meeting	
5/2/25	Guild Executive Meeting	
5/1/25	Finance & Risk Committee	
Feb 6-7	NUS President’s Summit	
10/2/25	Managing Director	
10/2/25	Operations Committee	
11/2/25	Ella Marchionda & Hamide Kocer	Discussion regarding Palestine activism in 2025
13/2/25	Management Accountant & MD	Discussion regarding the management of the Kalgoorlie (WASM) Branch of the Guild

Other Meetings/Activities

Date	Meeting	Comments
17/12/24	David Luketina’s Farwell Morning Tea	

15/1/25	NUS State VP Meeting	
24/1/25	Sovereignty Day Sign Painting	
26/1/25	Sovereignty Day Rally	
30/1/25	Students President's Meeting	
30/1/25	NUS State Branch Meeting	
3/2/25	Attended Graduation Ceremony	
4/2/25	Attended Graduation Ceremony	
10/2/25	Attended Graduation Ceremony	
13/2/25	Attended Graduation Ceremony	

Items of Significance

Guild Win: Second Tuition Free Week

A huge round of applause is deserved for the tireless work of many Guild reps and Guild Council's before us in securing, in the final days of the 55th Guild Council, the Academic Board's approval of the resumption of a second tuition free week every semester from 2026 onwards. The campaign to keep two tuition free weeks a semester started in 2018 when Curtin proposed changing to a trimester system by introducing an 11-week summer teaching period. This proposal was defeated by the Guild and 12,000 students who petitioned against it.

However, the university pursued some changes to the academic calendar and removed a tuition free week from each semester in 2021. This decision was not supported by most students or Curtin staff. The loss of the tuition free weeks had a severe impact on students' academic experience, mental health and campus culture. As well it had adverse effects on Curtin staff who struggled to keep up with their workload.

Since 2021, students have been speaking up about the impact of this change on their mental health, studies and campus community.

A special thanks has to go to former President's, including Dylan Botica and Jasmyne Tweed along with former VPE Veronika Gobba and many other Guild Representatives who served on Academic Board, such as PSC President Mitch Craig, and worked as part of this campaign.

Many students are talking about how this is one of the most impactful things that the Guild has achieved throughout their university life and it is something that we ought to celebrate as a triumph of the professional, staunch, diligent and driven theory of change that this Guild peruses.

National Union of Students Update

My NUS Delegate report is included as a part of this agenda so I will not discuss it at length in this report. I will be serving as the NUS WA State Branch President in 2025 and look forward to working with all office bearers, WA Presidents and students across all campuses to ensure that the NUS becomes the active and relevant body that it ought to be. I will also add that I was extremely proud of the stature of which all Curtin delegates held themselves in at National Conference, solidifying our Guild as a bastion of truly driven and left-wing change for our Uni, sector, state, country and world.

At the NUS President's Summit, we heard from most NUS Office Bearers, the Council of Australian Postgraduate Student Associations, TEQSA, the Young Workers Centre, National Student Ombudsman, NTEU and the Foundation for Young Australians.

State Election Enrol To Vote Drive

The Guild has been running a comprehensive enrol to vote campaign across our digital platforms in the lead up to the close of the rolls for the WA State Election. This will remain relevant as we plan to do another drive – with an on-campus element – prior to the close of the rolls for the Federal Election later this semester.

Student Charter Review

The Vice Chancellor has initiated a review of the Student Charter, which is being led by the Deputy Vice Chancellor (Academic). Initially, I was the only Guild representative set to be represented on the Working Group but, following engagement with the DVCA, was able to secure greater Guild representation (two Student Assist Officers as well as the VPE and VPSW) and an understanding that the university and Guild will work genuinely collaboratively, in the spirit of the Student Partnership Agreement, on this project.

The Guild attended an initial meeting of the working group and will now engage in a smaller group regarding any changes to re-wording the Student Charter. I am hopeful that this will be a positive process (the current charter hasn't been updated since 2008 so is in need of review) but I will inform Representation Board if there are negative proposals put forward throughout this process.

Period Product Dispenser Program

The Guild has been caught up in bureaucracy regarding the wider rollout and funding of free period product dispensers on campus. We have prepared a proposal and are agitating for the properties team and the Chief Operating Officer to pass along some positive news regarding the rollout. I am hopeful that by the time of the meeting that I will be able to share positive news on this front.

Kalgoorlie Branch Engagement

The Science and Engineering Representative and I plan on travelling to the Kalgoorlie campus in week two of semester to engage with the Guild branch there and learn about how we can support them best.

Housing Campaign

The Guild has launched a petition demanding urgent action on the unbearable heat in much of the on-campus accommodation. Students are paying high rents yet are forced to endure extreme temperatures with no air conditioning. Worse, UniLodge consistently blocks students from using portable cooling units, leaving residents with no way to escape the heat. This isn't just uncomfortable—it's a serious health risk.

The Guild believes that Curtin and UniLodge must act now. Students already pay enough—they shouldn't have to suffer in sweltering rooms. Allow portable air conditioners or install permanent cooling solutions—without raising rent. Students deserve safe, liveable housing, not heatstroke.

The Guild plans on running a broader piece of advocacy on the rights of student renters throughout the coming year and I look forward to working with representatives on this campaign.

Commercial Portfolio Strategy

I have established a committee to advise me on matters relating to the commercial portfolio with the aim to secure its future in the Curtin community, secure the affordability of food on campus and ensure that the portfolio is a net-gain to the Guild in terms of financial performance. I welcome any suggestions from representatives or students regarding these matters and I look forward to seeing positive changes within the portfolio throughout this year and the years ahead.

Planned Rollout of Multifactor Authentication for Students

The University plans on rolling out multifactor authentication for students using Microsoft programs including emails. I am in conversations with the team rolling this out and have a meeting with them and the Accessibility Officer, Lorien, scheduled.

Sovereignty Day

We proudly coordinated a delegation of student representatives to the Sovereignty Day rally on Jan 26 which was disseminated through all WA Guild's via their respective Presidents.

On the Friday, there was a good showing at a sign painting event and on Jan 26 the Curtin Guild along with NUS WA State Branch VPE Rama Sugiarta and the UWA Guild's Ethnocultural Officers provided much-needed shade, cool water and sunscreen to those in attendance and assisted with other tasks such as distributing t-shirts alongside rally organisers.

The Curtin Guild has also donated a surplus of camping equipment from our 2024 Gaza Solidarity Encampment to a Noongar-led occupation to resist the Uniting Church's attempt to evict a self-sufficient Noongar women-run community support and healing service. You can keep up to date with this campaign on Instagram at @landbackforstolengenerations. It's important for student unions to be active in our broader communities and to uphold the fundamental value of self-determination in our work.



Guild Precinct Revitalisation

I plan on working on a series of cost-effective and relatively fast strategies to maximise the space available to students, collectives and clubs in the Guild Precinct and to ensure that the precinct is clean, welcoming and fresh. So far, staff have cleaned the courtyards and rearranged furniture in the lead up to O-Week and I have hit pause on plans to turn the retreat into a storage and event prep room permanently to decide whether it is the best use of prime space.

Clubs Hub is progressing well and will be the first growth of the broader Guild Precinct in quite a while. The first stage of this project will be open soon with stage two projected to be open by Semester Two.

I am also informed that work will soon begin on the project to build a new student kitchen next to Concept Café. The Guild has received a few pieces of correspondence from students regarding a shortage of microwaves and fridges on campus so this is sure to be a welcome new facility.

Inquiry into Antisemitism on University Campuses

I and the Guild strongly oppose antisemitism and support measures that will keep members of the Jewish community, and Jewish students, safe.

I am concerned regarding a number of recommendations contained within the report from the Parliamentary Joint Committee into Human Rights and view several recommendations as posing a significant risk to academic freedom and the ability to engage in discourse on campus. The Guild is opposed to any and all policies where a university or government may seek to prohibit valid criticism of Israel by students and staff, which includes some problematic aspects of the International Holocaust Remembrance Alliance (IHRA) definition of antisemitism. Of additional concern, although not limited, include the possibility of restrictions upon the academic freedom of recipients of Australian Research Council funding and of the door being left open to a punitive judicial review of these matters.

The Guild will be seeking information from the university on how it plans on responding to the recommendations of the inquiry and I will keep everyone up to date on how that progresses and whether the university's thinking on these matters is in alignment with ours.

Inquiry into University Governance

I welcome the of the Senate Education and Employment Legislation Committee that an inquiry into the quality of governance at Australian higher education providers will be undertaken and plans on submitting to this inquiry. I see the announcement of this inquiry as a positive step for all universities to be exposed to scrutiny, particularly in matters relating to wage-theft, use of consultants and executive remuneration and believe it is useful for all universities to learn from many of the positive aspects of the Guild's integration into the wider governance of Curtin, along with common challenges we may face. I note that there has been some reporting of a backlash from some universities against a 'witch-hunt' in relation to this inquiry. I don't see it this way and instead hope that processes like these will better position all Australian universities further along the pathway of becoming the vibrant, sustainable public assets for good that we ought to be.



Dylan Storer

56th Guild President



Vice President – Education

Handover/December/January/February - Representation Board
Report (01/12/2024 – 13/02/2025)

Benjamin Burgess (He/Him)

Handover Period:

Date	Meeting	Comments
01/11/24	Assessment Feedback Meeting	Outgoing and Incoming Reps Meeting
11/11/24	Learning and Student Experience Committee	Attended as an Observer
21/11/24	VPE Handover Meeting	
28/11/24	Students as Partners Meeting	
28/11/24	Exec Handover Meeting	Incoming and Outgoing Attended

University / External Meetings:

Date	Meeting	Comments
22/01/25	Students for Partners Catch Up	
30/01/25	Circle Green Presentation	
14/02/25	Academic Board Induction	
05/02/25	Met with local Kmart Manager on behalf of Guild for Giveaways	

Guild Meetings (Or Guild-Related Meetings):

Date	Meeting	Comments
02/12/24	Induction Day	
02/12/24	Exec Meeting	
03/12/24	M-Files Training	
04/12/24	Exec Meeting	
05/12/24	Budget Breakdown	
10/12/24	VPE x SciEng Rep Meeting	
11/12/24	VPE x Humanities Rep Meeting	
13/12/24	VPE x Health Sciences Rep Meeting	
16/12/24	VPE x FBL Rep Meeting	
19/12/24	Commercial Strategy Meeting	

23/12/24	Exec Meeting	
14/01/25	Exec Meeting	
20/01/25	Exec Meeting	
21/01/25	Events Team x Guild Reps Introductions	
28/01/25	Exec Meeting	
03/02/25	Exec and Portfolio Managers Meeting	
05/02/25	Exec Meeting	
10/02/25	Operations Committee	
11/02/25	Students for Palestine Meeting	
11/02/25	Exec Meeting	
11/02/25	Student Representation at Curtin Colombo Meeting	Rescheduled
14/02/25	President x VPE – Survival Guide Meeting & Check-In	
14/02/25	Housing Campaign Meeting	

Further Notes:

Topic	Details
	Events
Reps	Meetings with Reps after their first meeting were more informal face to face discussions, however moving past O-Day as discussed there will be Fortnightly Catch Ups with All Faculty Reps.
LSEC	January LSEC missed due to Appointment, all future booked appointments changed to fit the scheduled meeting times of LSEC, Courses Committee and Academic Board
Post-Grad Rep	Due to the resignation of Nandani, we have appointed Mitchell Craig as the acting Post Graduate Rep until an election is held.

University / External Meetings:

Date	Meeting	Comments
09/12/2024	Sustainable Development Working Group	Final meeting
14/12/2024	Curtin Multifaith Meeting	
13/02/2025	Student Charter Meeting	

Guild Meetings (Or Guild-Related Meetings):

Date	Meeting	Comments
02/12/2024	Induction Day	
02/12/2024	Executive Meeting #1	
03/12/2024	M-Files Training Session	
04/12/2024	Executive Meeting #2	
05/12/2024	Meeting with Guild Finance	Met with Karen to discuss Finances at the Curtin Student Guild, and set up appropriate accounts
05/12/2024	Meeting with Mark Grogan – Circle 8	To discuss introduction of smart bins on campus – phone meeting
05/12/2024	Guild Womens Officer Meeting	Introductory meeting with the Womens Officer
05/12/2024	We All Need to Pee Overview	With Queer Officer and President
06/12/2024	Guild Accessibility Officer Meeting	Introductory meeting with the Accessibility Officer
11/12/2024	Meeting with 2024 VPSW RE Planet Positive	
17/12/2024	Guild ISC President Meeting	Introductory meeting with the ISC President
17/12/2024	Student Engagement Strategy Meeting	
18/12/2024	Housing Campaign Meeting	With Executive Committee

19/12/2024	Commercial Strategy Meeting	
23/12/2024	Executive Meeting #3	
07/01/2025	Equity Reps Digital Workshop	With Student Engagement
14/01/2025	Academic and Welfare Goals/KPIs	With Student Assist
14/01/2025	Executive Meeting #4	
20/01/2025	Executive Meeting #5	
21/01/2025	Events and Guild Reps Induction meeting	
21/01/2025	Meeting RE: Period Products Vending Machine	
22/01/2025	Health and Safety Committee Meeting	
28/01/2025	Executive Meeting #6	
29/01/2025	Accessibility Matrix discussion meeting	
03/02/2025	Executive and PMs Meeting	
04/02/2025	External CAP reviewer Discussion Meeting	
10/02/2025	Operations Committee Meeting	
11/02/2025	Students for Palestine Meeting	
11/02/2025	Executive Meeting #7	
12/02/2025	Student Charter Pre-Meeting	

Leave Taken:

20/12/2024 – 30/12/2024 – Guild Shut Down Period Leave

Further Notes:

Item	Details
Ethnocultural Collective	The structure and constitution of the Collective has been explored alongside the President. My aim is to have it running in Semester 2
Multifaith spaces	With the Curtin Multifaith Officer, I am currently pushing for two more multifaith spaces on campus. One in the library and one on the north end of campus. These rooms would double as meditation rooms, for all students to use. Capacity, access, requirements and structure have been discussed. Janet has been amazing to work with on this
Multifaith Calander	I am in the process of creating a multifaith calendar for access by course staff, for the benefit of students. This includes liaising with faith chaplains and other groups. This is also being done with Curtin's Multifaith Officer
Inclusivity guides for Guild clubs	This was originally a KPI of mine. Since then, I have been helping the Events team, alongside the VPA and AO on creating a accessibility guide. I'm hoping to see this branch out to clubs once its running for Events
Introduce Welfare Week on campus	In 2024, the VPSW held a brilliant sustainability week. My hopes was to extend this to a Welfare Week for semester 1, with sustainability week in semeester2. The plans are underway and almost formalised.
Introduce Containers for Change on campus	Largest project at the moment. Liaising with Circle 8, and CFC to introduce smart bins and more CFC bins on campus. The CFC system for Guild outlets is still underway. Pickup is at every 300 containers.
Housing campaign	Currently working with the President and VPE on the housing campaign, also a large project and ongoing.
Working with Equity reps and ISC on their KPIs, day to day concerns, and current projects as line manager	
Ethical university ties	Currently working on pushing for ethical university ties, alongside the President, in light of the MOU signed in 2024. Confirmation of improvements should hopefully be finalised by the next Reps board meeting
Representation socially	Pushing for social organising and showing up for rallies, while assisting where the Guild can. This has included the Sovereignty Day rallies, and the anti-genocide rallies.

Faculty of Business and Law Representative Report

Name: Anniesey Nicole Alconaba

Meeting: 20th February 2025

Updates:

Date	Meeting/Event	Comments
4/11/2024	Assignment feedback campaign meeting Handover Report Meeting with Hannah and Mitch Meeting with FBL Pro-Vice Chancellor: Vanessa Chang	Introduced myself and learnt more about my roles and responsibilities. I was also introduced to the Assignment Feedback Campaign and the current progress.
12/11/2024	Faculty Course Committee with FBL academic staff: attended with Veronica	A chance to introduce myself and meet different staff members. Also, my first insight into how meetings ran.
13/11/2024	Meeting with FBL Student Engagement Team	A chance to introduce myself and meet the FBL Student Engagement Team. Began discussions about collaborating on a series of messages and videos for first year students with me as the BLAW Rep.
15/11/2024	Meeting with Director of Learning and Teaching School of Management and Marketing Michael Baird	A chance to introduce myself and discuss my campaigns – Found insight that the School of Marketing has recently done a review of their content on blackboard to discard old and unnecessary content.
20/11/2024	Meeting with the Sustainability in Business	Chance to introduce myself

	and Law Steering Group (Chance to meet the deputy Pro- Vice Chancellor: Sonia Dickinson)	
22/11/2024	Meeting with Head of School of Accounting, Economics and Finance: Felix Chan	Chance to introduce myself
29/11/2024	Essential textbook campaign meeting with library staff	Chance to introduce myself and was updated on the progress of the campaign and the actions they had added.
1/12/2024	Induction Day Representation Board Meeting #1	Learnt my duties and role in depth. Had first Representation Board Meeting.
5/12/2024	Filming Campus Tour Video with FBL Student Engagement: Annika Thorn and Mike Pol	Filmed a campus tour video for student engagement with my Business and Law Rep title.
11/12/2024	Meeting with Dean of Law Professor Robert Cunningham	Chance to introduce myself. Robert also discussed his wishes for a meeting to be set with all the heads of schools within business and law. He wished for this to occur somewhere in March of 2025 with myself (as BLAW Rep) and another guild member, to present and discuss 3 points.
16/12/2024	Meeting with Ben – Line Manager	Discussed my campaigns for the year and planned events.
21/1/2025	Events Team & Guild Reps induction meeting Faculty Rep Digital Workshop 2025: With Ben Adams and Isabella Harvey	Met the Student Experience team and discussed how events worked and their roles. Also learnt how to go about planning events. Met Student Engagements and discussed how we should run our social media accounts.

26/1/2025	Attended the Sovereignty Day Rally	Aided in handing out water, T-shirts and sunscreen to the community which came for the rally.
28/1/2025	Faculty Representatives Meeting regarding Inter-faculty Events	Discussed and planned an interfaculty event. Event was brainstormed but required thoughts and approval from Jacquie.
5/2/2025	Meeting with Caitlin Agostino (Sustainability and Social Impact Coordinator) and Lorien to discuss Business and Law's accessibility project.	Told that BLAW received a \$30k budget to fund 2-3 student led projects regarding accessibility. Current plan is to send out survey and have consultation sessions with students to find the students that will lead the project and brainstorm what the projects will be. Nothing needed from myself nor Lorien at this moment in time, but we will be updated throughout the course of the project and asked to help share survey when released.
6/2/25	FBL Clubs Meeting with FBL engagement team and FBL Clubs. Meeting with Anika Thorn from FBL engagements about Orientation Day.	Met all the clubs and was updated on their plans and events for Sem 1. Was able to introduce myself as the Business and Law Representative for 2025 during this meeting. Meeting with Anika to discuss my role during the BLAW Undergraduates Orientation and what else is needed for my presentation slides.
7/2/25	Attended the Graduation for the Curtin School of Population Health as the Guild Representative.	Attended the graduation and was able to introduce myself to other professors, directors and the Vice Chancellor Harlene Hayne.

11/2/25	FBL Learning and Teaching FCC Meeting	I attended the FBL Learning and Teaching FCC Meeting where I was able to meet Anna Burn (the new Dean of Learning and Teaching for Business and Law) and introduce myself to the members. Briefly discussed academic misconduct and how there are 452 active cases currently across all Curtin campus' in the Business and Law Faculty. Also discussed more about OUA's and other units that must be reviewed this year.
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Additional Information:

FACULTY KEY PERFORMANCE INDICATORS

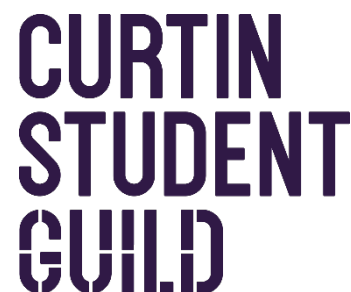
INDICATOR	DELIVERABLES	STATUS
Attendance at 80% of required meetings		Ongoing
Submission of monthly report to Representation Board that demonstrates satisfactory progress toward KPIs		Ongoing
Run and/or provide considerable support for at minimum one (1) campaign per semester (either portfolio campaign and/or Guild campaign)		Ongoing
Completion of handover report for successor		Ongoing
Complete mandatory training within 45 days of being provided the resources/information to undertake the training		Complete
Update the FBL Facebook page at least fortnightly with Guild news, events and workforce/ internship/ networking opportunities for students		Ongoing

Host a Guild stall on the law school city campus		Ongoing
Advocating for essential textbooks to be released through the library and for unit outlines to be released earlier – overseeing the execution of the essential textbook campaign.		Ongoing
Advocating for greater feedback for student assignments – continuing the Assessment Feedback Campaign		Ongoing
Maintain links with the FBL staff through the year		Ongoing
Increase traction on the FBL Guild Instagram page and growing the follower base		Ongoing
Overlook a survey project to find issues within the faculty		Ongoing
Investigate Blackboard content and reviewing outdated content		Ongoing

Science and Engineering Faculty Report

Cooper Henrickson (He/Him)

Representation Board – 20th February 2025



Date	Meeting/Event	Comments
02/12/2024	Guild Induction	
02/12/2024	Reps Board	First Meeting
10/12/2024	Meeting with VP-E	Discussed my plans for the role, including campaign
12/12/2024	Meeting: Student	
17/12/2024	Meeting: SDP Introduction	Familiarized with how Student Discipline Panels are run, and preparation required
18/12/2024	Meeting: Housing Campaign	Discuss our aims and focus for this campaign
07/01/2025	SDP	5 Case Panel
17/01/2025	Discussion: VP-E and VP-A	Discussed ideas for a faculty event, morphed into inter-faculty event planning.
21/01/2025	Meeting: Guild Events Induction	Meeting and Induction with Guild Student Experience
21/01/2025	Meeting: Guild Digital Induction	Meeting and Induction with Guild Student Engagement
23/01/2025	Housing Campaign: Thermometer Placing	Assisted President in handing out thermometers to place in student accommodation
28/01/2025	Meeting: Faculty Rep Event Brainstorm	Meeting with fellow faculty reps to brainstorm ideas for an interfaculty event
03/02/2025	SDP	18 Case Panel
05/02/2025	Meeting: Finance and Risk	
05/02/2025	Graduation Ceremony	Joined as part of the stage party
10/02/2025	Meeting: Faculty Executive Meeting	Introduction to faculty staff, discussion of how FET meetings will be in future.
10/02/2025	Meeting: Faculty Dean of Teaching and Learning	Introduction meeting with Daniel Southam. Discussed my plans for a campaign to identify units that have low pass rates. Was informed the Engineering Foundation Year was under review this year

11/02/2025	Meeting: Diversity, Inclusion, Belonging	
Date	Meeting/Event	Comments
11/02/2025	KPI Workshop	Discussed what is expected for KPIs
12/02/2025	Meeting: Faculty Graduate Studies	
12/02/2025	Meeting: Faculty Courses Committee	
13/02/2025	Meeting: Faculty Research Committee	
13/02/2025	Meeting: Faculty Director of Student Engagement	Introduction meeting with Marc Stoitis. Discussed his role and how he wants to work. Discussed my position and how we can help each other best.
13/02/2025	Meeting: Faculty Student Engagement Team	Introductory meeting with the student engagement team. Discussed what they cover, outlined their focus and events for the year.

The following meetings and events will occur between the submission of this report and representation board. I will cover them in next month's report:

- SDP on 17/02/2025
- Postgraduate Orientation on 18/02/2025
- Guild O-Day on 19/02/2025
- Undergraduate Science and Technology Orientation on 19/02/2025
- Undergraduate Engineering Orientation on 20/02/2025
- Science and Engineering Expo on 20/02/2025

Final Notes:

Lots of my time has been spent learning the position and preparing for O-Week, especially Guild O-Day.

KEY PERFORMANCE INDICATORS

INDICATOR	DELIVERABLES	STATUS
Attendance at 80% of required meetings		
Submission of monthly report to Representation Board that demonstrates satisfactory progress toward KPIs		
Run and/or provide considerable support for at minimum one (1) campaign per semester (either portfolio campaign and/or Guild campaign)		
Completion of handover report for successor		
Complete mandatory training within 45 days of being provided the resources/information to undertake the training		
Have regular communication with the Dean of Learning and Teaching, and with the Director of Student Engagement		

Maintain contact with faculty clubs through regular communication and event attendance where possible		
Regular usage of the Guild Sci-Eng Instagram account		

FACULTY KEY PERFORMANCE INDICATORS

INDICATOR	DELIVERABLES	STATUS
Attendance at 80% of required meetings	I hope to attend at least 90% of the meetings this year, either online or in person.	Ongoing
Submission of monthly report to Representation Board that demonstrates satisfactory progress toward KPIs	I will submit all the reports timely and accordingly.	Ongoing
Run and/or provide considerable support for at minimum one (1) campaign per semester (either portfolio campaign and/or Guild campaign)	I plan to continue last year's Assessment Feedback Campaign in collaboration with the other Faculty Reps and VPE.	Ongoing
Completion of handover report for successor	I will complete a handover report for next year's Health Science Rep using all the data, reports and information kept on M files and on my personal laptop to develop the report at the end of my term.	Ongoing
Complete mandatory training within 45 days of being provided the resources/information to undertake the training	Will be completed before the 22 nd of Feb which is the due date for the online training.	Ongoing

<p>Introduce myself to students in at Orientation week, at faculty events and via social media as well like Instagram and Facebook.</p>	<p>I will post at least once a week to aim towards student engagement on the faculty Facebook and Instagram pages.</p>	<p>Ongoing</p>
<p>Host an Inter-Faculty Week in collaboration with the other Faculty Reps.</p>	<p>Ensure the successful planning and execution of the Inter-Faculty Week planned with other Faculty Reps and the VPA.</p>	<p>Ongoing</p>
<p>Address student and collective concerns in a timely manner through email, in-person discussions, or virtual meetings throughout my term.</p>	<p>I will respond to student and other collective concerns within 24-48 hours via email, in person discussions or online meetings.</p>	<p>Ongoing</p>
<p>Encourage student involvement by actively posting on the faculty's Facebook page, sharing updates on Guild events, job and research opportunities, internships, volunteer roles, support services, and engaging students through polls and chat discussions.</p>	<p>Maintain an active presence on the faculty's Facebook page by posting at least once per week about Guild events, opportunities, and support services. Foster engagement through interactive content such as polls and chat discussions, and track post reach and student interactions to measure effectiveness.</p>	<p>Ongoing</p>
<p>Advocate for student concerns by raising at least one issue to the Faculty or Guild Representatives.</p>	<p>Identify and present at least one key student concern to the Faculty or Guild Representatives through formal meetings or written reports. Provide updates on any progress or resolutions to ensure transparency and continued advocacy.</p>	<p>Ongoing</p>
<p>Conduct a student feedback survey regarding their course experience. Students who</p>	<p>I will develop and distribute a student feedback survey on course experiences, ensuring broad participation. Analyse and compile key findings into a</p>	<p>Ongoing</p>

<p>participate will be given the chance to win a prize.</p>	<p>report to present to faculty. To encourage engagement, offer a prize draw for participants, such as a gift card</p>	
<p>Host a joint meet and greet with one of the other Faculty Reps or all other Faculty Reps if possible.</p>	<p>I will organise and host a joint meet and greet with one or more Faculty Representatives, facilitating an opportunity for students to connect with Faculty reps and discuss their concerns. I will then provide a summary of student feedback and interactions during the event.</p>	<p>Ongoing</p>

FACULTY OF HUMANITIES REPORT

REPRESENTATION BOARD ON 20/02/25



GUILD MEETINGS:

Date	Meeting	Notes
11/12/24	First Meeting with VP-E	
17/12/24	Meeting with Student	Met with a student regarding efforts to revive the Education Society and issues facing students in the School of Education
16/01/25	Meeting with Student	Met with a student regarding issues in the Bachelor of Educational Studies
21/01/25	Events Team & Reps Induction	
21/01/25	Faculty Rep Digital Workshop	
28/01/25	Inter-Faculty Event Brainstorm	
11/02/25	KPI's Workshop	

UNIVERSITY MEETINGS:

Date	Meeting	Notes
15/01/25	SDP	
21/01/25	SDP	
11/02/25	CAS, DBE & MCASI Graduation	
12/02/25	First Humanities Inclusion & Belonging Committee	
13/02/25	First Courses Committee	

PROJECTS:

O-Day:

I have had success in organising volunteers, ordering stickers/lollypops, and sorting out some free giveaways from relevant organisations in the community (Most notably the WA Museum, offering 10 memberships at a value of \$250!).

Education:

These first 2 months have been fairly eventful as far as focusing on issues in the School of Education, and I have been provided with a great deal of information and evidence regarding the experiences of students in the field. The results of last years SoE survey have revealed significant qualitative details of placements, including unreliable staff (One student only had a supervisor a week before the placement ended) and unsafe environments which students had not been prepared for. A student met with me regarding issues within the Bachelor of Educational Studies – also providing extensive details of a badly managed degree. The BoES is largely copied from a Bachelor of Primary Education and includes many units which are totally irrelevant to the

qualifications the degree provides. A few students have been making a push toward reviving the Education Society, and I had hoped to have the club on its feet by O-Day, though it seems this won't be possible. Changes in SoE leadership may provide fresh opportunities for progress in the coming year.

OTHER:

I was proud to stand in solidarity with Indigenous Australians as part of the Guild contingent at the 2025 Sovereignty/Invasion day rally. This always was and always will be Indigenous land.

I was also proud to participate in the Guild contingent at the National Day of Action for trans youth on the 8th of February.

Ben & I have approved Barbara Whelan's list of key-words and units identified as requiring content warnings, which will be presented to the university LSEC.

Tom Harrowing (He/Him)

Faculty of Humanities Representative

Curtin Student Guild acknowledges the Whadjuk people of the Noongar nation as the Traditional Custodians of this land on which Curtin University stands.

FACULTY KEY PERFORMANCE INDICATORS

INDICATOR	DELIVERABLES	STATUS
Attendance at 80% of required meetings		
Submission of monthly report to Representation Board that demonstrates satisfactory progress toward KPIs		
Run and/or provide considerable support for at minimum one (1) campaign per semester (either portfolio campaign and/or Guild campaign)		
Completion of handover report for successor		
Complete mandatory training within 45 days of being provided the resources/information to undertake the training		
Ensure that Humanities students on placements are paid and that "loopholes" are closed		

Update the Humanities Facebook & Instagram pages with relevant news & events.		
Keep in regular contact with Humanities faculty staff		
School of Education – stay up to date on issues and advocate for solutions to issues emerging within the school, make sure course content is relevant, fair and that students are properly supported.		
Provide significant support to the assessment feedback campaign to ensure that students receive relevant and timely feedback		

February 2025 Representation Board Report – Student Assist

2024 Overview

A total of 3285 sessions were engaged in 2024.

Breakdown By Faculty

Faculty Name	Academic	Non-Academic	Sessions
Faculty of Health Sciences	1016	159	1168
Faculty of Humanities	637	113	737
Faculty of Science & Engineering	492	180	669
Faculty of Business and Law	413	83	482
Not stated	160	55	212
Other	5	7	11
Centre for Aboriginal Studies	5	1	6
Total	2728	598	3285

Top 10 Case Types

Case Type	Sessions
Misconduct - Academic	647
Complaint/ Grievance	464
Terminated Status	274
Assessment/ Exam Appeal	262
Refund and Remission	209
HDR - Supervision Issue	181
HDR - Milestone Issue	165
Financial Relief	156
Placement Appeal/ Issue	150

January Overview

Academic sessions were mainly in relation to responding to Academic Misconducts allegations and providing guidance for Termination appeals.

Non-academic sessions were focused on students seeking financial relief and legal referrals. Student Assist provided emergency relief to 7 students through our hardship and childcare grants.

	November	December	January
Academic sessions	261	192	178
Non – academic sessions	32	18	25
Total	292	208	201

Total may not tally as case management system calculates sessions with both case areas as a single session.

There were 66 participants in our Lifehack program. First aid and CPR courses provided by Surf Life Saving WA (a part of the Lifehacks program) have been confirmed for Semester 1, 2025.

INTERNATIONAL STUDENTS COMMITTEE PRESIDENT'S KPI and REPORT

PERSONAL REFLECTION

It has been challenging managing responsibilities while away from Perth, but I remain committed to fulfilling my role as ISC President. I am eagerly anticipating my return to campus to engage more directly with our international student community and to implement our planned initiatives with full dedication and energy. The remote work has helped me develop stronger organizational skills, and I look forward to bringing this enhanced perspective to our in-person activities.

I believe that with the support of the dedicated ISC team and Guild staff, we can create meaningful and impactful experiences for international students throughout the academic year.

KEY PERFORMANCE INDICATORS

INDICATOR	DELIVERABLES	STATUS
Attendance at 80% of required meetings	I will continue to attend meetings where my presence is required, either in person or remotely. While I have missed some in person meetings due to being overseas, I have planned to meet with Curtin officers upon my return. I sincerely apologize for any inconvenience this may have caused. However, I am maintaining consistent communication via email to ensure continuity and stay updated on all matters.	Ongoing
Submission of monthly report to Representation Board demonstrating satisfactory progress toward KPIs	Prepared and submitted for review. I welcome feedback to improve and excel in this role.	Ongoing
Run and/or provide considerable support for at least two (2) events per semester (either portfolio events and/or Guild events)	I have shared a list of 4-5 planned events with Jacquie for next semester. I am committed to ensuring the smooth execution of these events. For example, I am currently coordinating with Barry from P MEC to arrange dates for ISMAP migration & visa advice sessions and with Ubuntu to organise a resume and job skill workshop. I plan to brainstorm campaign ideas and have further discussions with ISC. I remain fully supportive of Guild-run campaigns.	Ongoing Incomplete

INDICATOR	DELIVERABLES	STATUS
Run and/or provide considerable support for at least one (1) campaign per semester (either portfolio campaign and/or Guild campaign)	I will begin working on this from next semester onwards.	Incomplete
Completion of handover report for successor	I am currently unsure about the mandatory training requirements. Awaiting access to the Guild induction training.	Incomplete
Complete mandatory training within 45 days of receiving the necessary resources/information	I have recently posted twice on the ISC Instagram and Facebook pages, with another post scheduled for tomorrow. More posts are planned for upcoming events, and I will continue posting regularly.	Ongoing
Create a post, story, or reel tailored for international students on a frequent and consistent schedule	So far, I have secured 300 USBs, 50 water bottles, 50 power bottles, 20 tote bags, and snacks from sponsor donations. These will be distributed through a spinning wheel activity. I have reached out to Spudshed, Caversham, Perth Zoo, and Coles for additional sponsorships and await responses. I have not yet spent anything from the O-Day budget but am considering using it to purchase snacks. Since I am unable to present at the International Students Orientation session on 18 Feb, I will submit a welcome video to the Orientation Team.	Ongoing
Deliver an ISC stall at O-Day and orientation presentations for new international students in 2024	Ongoing planning for Café Connect and ISMAP sessions. I also discussed available student support services in my Orientation video. I am preparing slides that students can access via QR codes.	Ongoing
Collaborate with Curtin University staff to organise support services for international students	Will coordinate planning with VPA and ISC team closer to Pasar Malam next semester.	Incomplete
Work with Guild staff to expand marketing of Pasar Malam to international students	Planning an introduction meeting with ISC members upon my return. The ISC team has yet to hold its first meeting this year.	Incomplete
Engage with the international student committee outside of		

INDICATOR	DELIVERABLES	STATUS
monthly meetings and provide support to help members		

Recent Updates:

✓ Facilitating Collaborations:

- I am working to facilitate a collaboration that will help international students from culturally and linguistically diverse (CaLD) backgrounds access essential healthcare support and advocacy services.

✓ Student Accommodation Support:

- Assisted 5 international students struggling to find accommodation. Managed to secure:
 - **1 Short-term rental (2 weeks)** for a student with only one day's notice before arrival.
 - **4 Long-term accommodation** for another student before her arrival in Perth.
 - Still searching for suitable shared housing for one student who is currently staying in a backpackers' hostel.

✓ ISMAP Planning:

- Discussed the first International Student Migration Advice Program (ISMAP) session with PMEC and suggested scheduling it in the **first week of March** to allow onshore students time to settle in while also accommodating late arrivals.

✓ Security Concerns at KV Unilodge:

- Identified a security gap and engaged in back-and-forth discussions with the Safer Community Team.
- The team has confirmed that after an inspection, **necessary installations and fittings** will be completed by the end of the week, and updates will be provided once finalized.

✓ Other Activities:

- Resolved ISC login issues with Noor.
- Requested sponsorships and donations from various businesses for O-Day freebies, from Spudshed, Coles, Authentic Family Recipes, Perth Zoo, Caversham Wildlife park and etc.\
- Initiated planning for the Global Village even the **Global Village event** with Jacquie.
- Provided individual ISC team briefings to ISC members
- Secured **3 volunteers** to assist with running the ISC O-Day stall.
- Made a video presentation of virtually giving a speech to students and sent it to the orientation team as I will be absent on the 18th Feb.

To-Do List:

- Arrange a meeting with ISC members** and other including soon after returning to Perth
- Purchase snacks for O-Day** (ustillizing allocated budget).
- Print flyers** promoting ISC events for distribution at O-Day.
- Organize materials** for O-Day, including:
 - Spinning wheel
 - World map board
 - Instagram cutout frame for photos

Upcoming Semester 1 Potential Events Planned:

- ✦ **1. ISC O-Day Stall** – Engage with students, promote ISC activities, and provide international student resources.
- ✦ **2. Meet & Greet with International Students** – Networking event to connect students with ISC members and support services.
- ✦ **3. Cultural Food Exchange/ISC Potluck** – A cultural food-sharing event celebrating diversity.
- ✦ **4. Resume Writing & Job Skills Workshop** – Helping students improve resumes and job application skills.
- ✦ **5. Industry Meet & Greet** – Networking with professionals, recruiters, and alumni for career guidance.
- ✦ **6. Outdoor Adventure Day** – A hiking and BBQ event for students to socialize and explore Perth.
- ✦ **7. ISC Movie Night** – A relaxed social event with free pizza.
- ✦ **8. Chai, Coffee & Chat** – A casual drop-in session for students to connect and share experiences.
- ✦ **9. ISMAP: Migration & Visa Information Session** – Hosted by P MEC, covering migration pathways and post-study visa options.

Queer Officer

February Representation Board (03/12/2024 – 20/02/2025)

Morgan Mills (they/them)

University/External Meetings

Date	Meeting	Comments
03/12/2024	Gender Equity and Inclusion	<ul style="list-style-type: none"> - Quarterly GEIG meeting covering what had been discussed and occurred throughout 2024. - Since it was my first meeting, I had little understanding of what was being discussed.
10/02/2025	DVCA monthly meeting	<ul style="list-style-type: none"> - An introduction to Paul Brunton with Imari Morris. \ - No updates or discussions involving the Queer Officer/department were made as I had nothing yet to discuss with Paul
20/02/2025	Minus18 Sponsorship	<ul style="list-style-type: none"> - A meeting has been created to discuss the requirements involved in being a partner with Minus18. Notes on the meeting will be provided at the March Representation Board.

Guild Meetings

Date	Meeting	Comments
05/12/2024	Equity Meeting	<ul style="list-style-type: none"> - Meeting with Razanne to discuss the my role as Queer Officer for 2025.
05/12/2024	We All Need To Pee	<ul style="list-style-type: none"> - Present: Dylan Storer, Imari Morris, Razanne Al-Abdeli - Discussed a new approach to improving the access to all gender bathrooms on campus. - Decided to complete a more thorough audit to determine the exact locations of all all-gender bathrooms accessible to students.

		<ul style="list-style-type: none"> - Outcomes of the meeting are discussed in more detail under “Updates.”
07/01/2025	Equity Digital Workshop	<ul style="list-style-type: none"> - Workshop to go over the use of the Queer Department social media pages
21/01/2025	Events Team & Guild Reps induction meeting	<ul style="list-style-type: none"> - An introduction to the events team. - Breakdowns of how events will be run in a general sense throughout the year, including expectations from guild representatives.
21/01/2025	International Women’s Day meeting	<ul style="list-style-type: none"> - Held with the events team to discuss what will be happening for International Women’s Day - Decided that the Queer Department will have a stall
21/01/2025	Period Product Dispensers	<ul style="list-style-type: none"> - Present: Jacquie, Dylan, Bridget. - Discussed the implications of placing the dispensers around campus. - Planned a proposal for the university to assist in the funding of the dispensers.

Updates

We All Need To Pee

A MazeMaps bathroom audit has been completed to determine which of the all gender bathrooms listed on MazeMaps are actually all gender. I have also completed an audit to determine if there are any female bathrooms that could be converted by the university into all gender bathrooms to increase accessibility. The current update of the campus MazeMap (released 03/02/2025) has no changes to the availability of all-gender bathrooms.

The data from the audits has been entered into an Excel spreadsheet and plotted onto a campus map to determine the distribution of the bathrooms. Communications with multiple government agencies including the Australian Building Codes Board and the Town of Victoria Park has occurred in order to grasp a better understanding of the laws around the presence of all gender bathrooms in buildings.

A proposal is being written up to implement simple changes in order to increase the access to all gender bathroom facilities.

Period Product dispensers

I have joined the period product dispenser campaign along side the Women’s Officer in order to promote the importance that period products are for everyone, not just women. We are currently in the process of getting approval to have the dispensers located around campus and for the products to be funded by the university. A Linktree has been created so that all information involving the period products can be found in one place.

Pronouns on placement badges

Changes to the ordering system of placement badges now allow for the addition of pronouns. This change comes after a member of staff reached out querying about the option. This is now available for all students who require a placement badge, provided the badge also meets the course requirements.

Deadnaming

Unfortunately, no updates can be made regarding the deadnaming campaign. I am currently in the process of finding an alternative direction to take the campaign.

Additional Information

Trans Youth Day of Action

The Queer Department took part in representing the Guild at the Day of Action rally on the 08/02/2025.

Key Performance Indicators

INDICATOR	DELIVERABLES	STATUS
Attendance at 80% of required meetings		
Submission of monthly report to Representation Board that demonstrates satisfactory progress towards KPIs		
Run and/or provide considerable support for at minimum two (2) events per semester (either portfolio events or Guild events)		
Run and/or provide considerable support for at minimum one (1) campaign per semester (either portfolio campaign and/or Guild campaign)		
Completion of handover report for successor		
Complete mandatory training within 45 days of being provided the resources/information to undertake the training		
Continue advocating for the 'We All Need To Pee' campaign and lobby the University to commit to a plan for more gender-inclusive bathrooms on campus.		
Investigate the feasibility of improving accessibility of Ally training for students and staff on campus.		
Continue progressing the Deadnaming campaign across university departments.		

Women's Officer's Report
 Representation Board Meeting
 Bridget Clifton (she/her)

GUILD MEETINGS

Date	Meeting	Notes
3/12/24	GEIG catch up	16 days of violence presentation Discussion on social media posts and negative language in comments and monitoring
4/12/24	Catch up/introduction	With Chlo (previous Women's Officer) and Sam Owens
	Catch up/introduction	With Damian (Scholarships)
5/12/24	Catch up	With Razanne
16/01/25	O day catch up	With Liz Bacca (GEIG)
21/01/25	Events Induction	
	IWD market meeting	With Jacquie, Events, Morgan
	Menstrual Dispenser meeting	With Dylan
29/01/25	Giveaway meeting	With Julie Moudler (CEO of the fix)
30/01/25	HIB IWD sub-committee meeting	

Extended notes:

3/12/24

- Introduction of Morgan and I to GEIG
- Presentation on 16 days of violence. A charity in Vietnam made a card game to educate people, specifically people with disabilities, about the forms of violence that can be experienced. Has proved effective and also has an online version available.
- Discussion of monitoring and dealing with negative comments on posts (specifically for schools and faculties). In this meeting, there has been discussion of ceasing posts on Facebook as there is no way of monitoring reactions. Additionally, there was discussion of when staffers should moderate posts and how it would affect outside of work hours and how to support staff when dealing with negative comments. Also, some discussion about making a database for repeat 'trolls' so that they can be blocked across all faculty/school social platforms, however unsure how to actually go about this.

4/12/24

- Introduction to Sam Owens and Liz Bacca with Chlo
- Brainstormed potential Guild events for IWD – agreed on doing a Women's market. This would allow for GEIG to publish their art competition. Was also some discussion on a 'pilgrimage' of Curtin buildings and an audit on building names.
- Introduction to Damien in Scholarships
- Damien voiced concerns about how not many people apply for scholarships. We discussed on potentially broadcasting scholarships on Women's Department Instagram page and having a stall at

IWD market. I also recommended Damien to talk to Dylan in regards to posting something on the Guild Instagram.

5/12/24

- Meeting with Razanne about Projects and Events for Semester 1
- Told her intended events/projects for sem 1: O day plan, continue work in menstrual dispensers, women's self-defence class, IWD market
- For O day I planned on having a Jellycat giveaway, along with other giveaways (including snacks, stickers etc)
- For IWD market – reach out to Women in Business for stallholders, other women-owned businesses, clubs, Zonta House (for mini thrift stall), other non-for-profit organisations

16/01/25

- Liz expressed interest in being part of Women's Dept O Day stall to advertise GEIG art competition for IWD
- She didn't have much input in what she was going to do for stall

21/01/25

- Introduced to Events Team and was given Guild Event expectations
- Also met with Events team about IWD market. Discussed who we are reaching out to – I will reach out to clubs and women-owned businesses
- Met with Dylan about potential locations of additional menstrual dispensers

29/02/25

- Met with Julie Moulder to organise giveaway for O Day. TheFix is an Australian women-owned business which makes vitamins to help with a range of issues: cramping, bloating, acne, PMS, mood swings.
- Agreed on 4 boxes of supplements: XCramp, XBloat, XBreakout, XMood. She agreed to send them without cost.

30/01/25

- Met with HIB IWD sub-committee in regards what Humanities team wants to do for IWD.
- Discussed women in leadership panel and inspiration wall – this will tie in with Women's History Month. Agreed it will be on March 5th during the common free time
- I offered to send out a post on Women's Dept social media for schedule for IWD
-

Indicator	Deliverables	Status
Attendance of at least 80% of meetings		
Submission of monthly report to Representation Board that shows satisfactory progress towards KPIs		
Run and/or provide support for at least one (1) campaign per semester (either portfolio and/or Guild campaign)		
Completion of handover for successor		
Completion of mandatory training within 45 days of being provided resources/info to undertake training		
Continue the work of previous Women's Officer to install free sanitary product vending machines and implement additional machines across campus.		
Advocate for the destigmatisation of women's reproductive and sexual health		
Investigate the logistics of providing women's self defence training at least once a semester		
Look into the logistics of being a partner of Sea Gals and have a Sea Gals x Curtin Guild collab event		
Boost engagement and following on Women's Guild Instagram.		

University and Committee Meetings		
Date	Meeting	Comments
12/12/2024	Introduction to DIBC	
14/1/2025	Debbie Teh from Accessibility	The University has funding to: <ul style="list-style-type: none"> • Update the staff disability awareness training • Update the CAP system • Find ways to support ND students in the classroom Sensory Room Project Request has been approved and will be going ahead
15/1/2025	Jo-Ann from Student Assist	
28/1/2025	Student Equity Network ACSES workshop	
29/1/2025 and 5/2/2025	FBL accessibility project	I was approached for advice on the delivery of a pilot project being run by the Faculty of Business and Law, who have secured funding to implement two student-led initiatives to improve accessibility on campus: <ul style="list-style-type: none"> • Second year undergraduate students and above will be eligible, on campus either in Bentley or Perth. Students will be paid and receive unit credits as well as staff support for the implementation of these projects. Priority will be given to students with lived experience of disability or carers. • Students will be encouraged to submit EOIs to run projects opening in the first few weeks of semester. Two consultations will be run in the first couple weeks of semester to brainstorm project ideas. The projects will run for six months, with a showcase in October. The second meeting was also attended by Nicole, the FBL guild representative.
4/2/2025	CAP review meeting	External Review of the current CAP system conducted by Professor Darrell Evans. Intended to improve the experience for students and staff by considering how we can improve procedures, systems and decision-making. This meeting was also attended by previous AOs, Rey and Filiz.

Guild Meetings		
Date	Meeting	Comments
9/12/2024	Meeting with VP-SW	
7/1/2025	Digital Engagement Workshop	
14/1/2025	Meeting with VP-A	
21/1/2025	Events Team induction	
29/1/2025	Event Accessibility Matrix	Providing feedback on the event accessibility matrix

Events

Date	Event	Comments
19/2/2025	O Day	<ul style="list-style-type: none"> Created the Accessibility Guide (see below) Planned free fidget giveaway and began making the fidgets Organised raffle for a fidget kit from Kaiko's fidget Created posters and flyers advertising the Hidden Disability Sunflower Project Created posters and other decorative elements

Projects		
Date	Project	Comments
	Accessibility Guide	Creation of "A Guide to Accessibility at Curtin University by the Accessibility Department", which lists some of the programs and resources available on campus for students, both through the Guild and the University. Printed and available for O Day

Other	
Topic	Comments
Accessibility Room	<ul style="list-style-type: none"> Added fairy lights Attached the Disability Pride flag to the wall Added a suggestion box Added colouring-in books from the Pride With Disability Network
Social media	<ul style="list-style-type: none"> Created and posted the "Accessible Holiday Activities" series Restarting the "Let's Go" series that Filiz started
Student Concern	A student raised concerns regarding implementation of Respondus, a new invigilation software that does not allow access to electronic notes during tests. Further updates pending.
Accessibility Collective	<ul style="list-style-type: none"> Created EOI form and social media post Live on 9/2/25

KEY PERFORMANCE INDICATORS

INDICATOR	DELIVERABLES	STATUS
Attendance at 80% of required meetings		
Submission of monthly report to Representation Board that demonstrates satisfactory progress toward KPIs		
Run and/or provide considerable support for at minimum two (2) events per semester (either portfolio events and/or Guild events)		
Run and/or provide considerable support for at minimum one (1) campaign per semester (either portfolio campaign and/or Guild campaign)		
Completion of handover report for successor		
Complete mandatory training within 45 days of being provided the resources/information to undertake the training		

<p>Increase student engagement with the Accessibility Department:</p> <ul style="list-style-type: none"> • Increase Instagram following from 598 to 1000 • Maintain regular drop-in sessions • Student attendance at department events 		
<p>Create an engaged collective:</p> <ul style="list-style-type: none"> • Run monthly collective meetings 		
<p>Improve disability awareness around campus:</p> <ul style="list-style-type: none"> • Coordinate implementation of the Hidden Disability Sunflower Program with the university faculty • Update disability awareness training for staff • Investigate the possibility of implementing disability awareness training for students 		