



## **1.0 WELCOME AND OPENING**

### **1.1 Attendance:**

Bradley Carter (BC)  
Geemal Jayawickrama (GJ)  
Amy Frederic (AF)  
Melani De Alwis (MS Teams) (MD)  
Georgia Masters (GM)  
Renee Nguyen (RN)  
Rhedyn Ingate (RI)  
Jasmine Koong (JK)  
Xander Sinclair (XS)  
Leigh Chalmers (LC)  
Jenny Ophel (JO)

### **1.2 Apologies**

Will Partridge  
Holly Mellor  
Alana Thomson

### **1.3 Proxies**

Amy Frederic for Will Partridge

### **1.4 Absent**

John Nguyen

## **2.0 CONFIRMATION OF PREVIOUS MINUTES**

N/A

## **3.0 BUSINESS COMPLETED VIA CIRCULAR**

N/A.

## **4.0 COMMITTEE BUSINESS**

### **4.1 Introduction**

BC provides an introduction outlining the purpose and role of the Student Services (SS) Committee. BC mentions how SS committee oversees the operations of all SS including memberships, volunteering, marketing and publications etc. which is used to increase the delivery of the Guild's Services focusing on making university enjoyable for every student.

## 4.2 Events Team Update:

LC updates SS committee on past and upcoming events.

### - Fever Pitch

- Last big event on campus
- Marketing content was very good.
- Debrief meeting occurring in the coming weeks to reflect and discuss ways to improve moving forward.

### - Guild Ball

- Friday 6<sup>th</sup> October.
- Winthrop Hall is the location.
- Ball Theme TBC at the next SS committee meeting.

### - Garden Party

- LC asks SS Committee if there should be a Garden Party at the Grove for Club Execs again this year.
- GJ mentions Will Partridge was already thinking of doing this.
- LC explains what the event is: a 'thank you' to club execs for the work they do. Inclusive ticket.
- LC will communicate with SOCPAC.

### - End of Sem Party

- LC explains there won't be party this semester however will host one end of next semester.
- GJ asks what time would be good for students, proposes week 12 or the last day of exams.
- BC mentions that college residents move out as soon as their last exams are completed. Suggested week 12 may work better.
- LC mentions that the Venue will be at the Tavern and theme is Halloween party.
- RI asks LC how he considers when students assignments when planning events. RN says that students will be able to plan their studies around the events.
- RI asks if there is more traction on weekdays compared to weekends. LC and JO reply explaining how staff costs do not allow for events to be held on the weekend.

### - RSD Ball

- LC is working to get finances and quotes ready for RSD so they can host their ball.

### - Student Leadership Training (SLT)

- 3 more SLT training coming up during the study break.
- GJ asks if events have organized wellness / stress events during study break. GJ gives the example of the Reptiles and Pet's from previous years.
- LC confirms the stress relief events have already been planned for this semester's exam period.

## 4.3 Marketing Team Update:

### 4.3.1 Tenancy Promotion

- 4.3.1.1 JK explains how marketing is looking at promoting our tenants on the screens. JK asks the committee for ideas on how to promote some staff. RN suggests TikTok's would be a good platform. GJ asks if marketing has

considered club tenants in this as well? RI replies saying it has been discussed but this might be more effective via other channels. LC asks if this would be promoting club events or signing up for clubs. RI replies saying it would be better to highlight all clubs in both respects with an emphasis on making it fair for all clubs.

#### **4.4 Student Assist Update:**

BC mentions that Student Assist was not able to make it to the meeting. BC provides a verbal update on the Food Pantry and Accommodation support has been increased for students.

- JO adds saying that we have seen a huge jump in the number of students using the food pantry. JO asks the committee for opinions for ways to fundraise to ensure the sustainability of the food pantry given the high increase in numbers.
- GM asks if we have donation boxes. RN replies saying there are in GSC and they are unsuccessful.
- JK asks if JO can provide any stats and numbers on how many students use the service. JO replies 119 students in March alone and this is without promotion.
- RN mentions she knows an organization which she can contact (Feed It Forward) to get food out to the community. They may be able to link up with another organization.
- GJ mentions the Cans for Change will be coming in soon. The original ideas were for the raised funds to go to Prosh, Relay for Life and other initiatives. GJ raises a suggestion that we can raise funds to go back to Student Assist.

#### **4.5 Guild Volunteering Update:**

##### **4.5.1 Welcome Georgia & Program Update**

- RN welcomes GM. RN provides an update on a rolling list of programs happening. Some mentioned include Guild Gardens, Relay for Life, Intergern and social media for good.

##### **4.5.2 National Volunteer Week (NVW)**

- RN waiting for a marketing promotion from XS but apart from that the NVW is all good to go. Promotion will begin next week.

##### **4.5.3 Committee Discussion:**

RN explains how Guild Volunteering has been in contact with an organization called Wheat Belt Beyond Youth Mentoring. RN raises concerns around the Child Protection Policy given the nature of the platform. RN explains that the concern was around the texting relationship between the High School student and the University Student. The texting can occur discreetly beyond the parents' awareness which limits monitoring.

- RN asks SS Committee for ideas on how to overcome this.
- JK suggests using parents' devices.
- LC suggests putting them in a 'group chat' with the parents. RN says the point of the platform is to not have parents keeping a constant eye on.

- LC suggests giving the university student a private phone which isn't their own so it can be investigated.
- RN explains that they don't want to remove the phone and texting but just want to ensure it is safe.
- GM asks if an app can be developed.
- BC suggests if a platform can be made available where both parties are spoken to one on one privately giving them opportunities to voice concerns with how the conversation is going.
- RN adds on to make more training available.

## **5.0 Student Representative Update:**

**5.1** GJ speaks on behalf of the student representatives. GJ mentions Worlds Greatest Shave is starting in week 10. Social impact week is happening in week 10. Cans for Change will be starting in the next few weeks. XS asks GJ if they require graphics for Cans for Change. BC mentions a new environmental officer will be appointed at the next Guild Council Meeting. GJ adds the Albany Student Association Representative will be on campus next month.

## **6.0 GENERAL BUSINESS**

**6.1** RN reminds committee that Pro-Chancellor will be coming to the Guild Precinct this week.

## **6.0 NEXT MEETING**

The next Student Services Committee Meeting will be held on 29<sup>th</sup> May at 11:00am. Please send apologies and agenda items to Bradley Carter (vp@guild.uwa.edu.au).



## **1.0 WELCOME AND OPENING**

### **Attendance:**

Will Partridge (WP)  
Bradley Carter (BC)  
Geemal Jayawickrama (GJ)  
Jasmine Koong (JK)  
Alana Thomson (AT)  
Rhedyn ingate (RI)  
Holly Mellor (HM)  
Renee Nguyen (RN)  
Georgia Masters (GM)  
Jenny Ophel (JO)  
Xander Sinclair (XS) (MS Teams)  
Melani De Alwis (MDA) (MS Teams)

### **Absent:**

Leigh Chalmers.

BC conducts acknowledgement of country.

## **2.0 CONFIRMATION OF PREVIOUS MINUTES**

April 24<sup>th</sup> Meeting – circulated via email in agenda pack – Approved by RN

## **3.0 BUSINESS COMPLETED VIA CIRCULAR**

N/A

## **4.0 COMMITTEE BUSINESS**

### **4.1 OCM Discussion**

BC mentions SSC have had 4 applications for our OCM position for an available 2.  
BC Mentioned that 1 of applicants is already on some committees so will give the others a go first. BC will contact 2 with strongest applications.

### **4.2 Volunteering update**

RN provides update. National volunteering week was huge success. Helped Student Assist with packs. GM provides update regarding planning of holiday events. Lots of excursions coming up in the coming weeks. Recruiting for volunteers for different initiatives. McCusker intern starting in office in June who will be working with Shori (GV Chair). National Student Volunteer Week coming up.

### **4.3 Marketing & Design**

RI provides update on marketing. Marketing is going well with everything. Spoke with Champion regarding getting help with merch sales. Working on Tavern and outlets marketing. Planning for semester 2 and catching up during break.  
XS provides update for Design. Getting Guild Ball ready. Been busy with Tav design.

#### **4.4 Events**

Updated provided by Georgia (GM). Events is quiet now as semester comes to end. Exam R&R went well. Focusing on Ball.

#### **4.5 Student Assist**

AT provides update. Getting excited to catch up over the uni break. Been a very busy semester – in a good way. Starting to work on initiatives which have been put off due to being busy. Grateful for GV for the Student hampers for Student Assist and the Food Pantry. AT starting a campaign to show where else students get food from to try and reduce the strain on the Food Pantry. Need to help as many Students as possible. Received donations from Social Sciences Staff which has been appreciative.

BC discusses idea to get RSD involved to do a 'Food Donation Drive' across college row.

#### **4.6 Student Rep Update**

MDA – Working on the Know you rights guide. Been busy with Uni. Mentioned an idea to contact Transport to increase the number of buses during exams.

HM – Cultural Awareness session coming up. In collaboration with SOC and is for all Student Leaders. Idea is to run similar seminars next semester. One on academic integrity for example and discuss the process from the University Side. Another example is Careers etc.

BC – Provides update. Been busy with exams. Collaboration with Guild Volunteering for a Council excursion. Working on semester 2 events such as the Ball. Continually assisting marketing to increase engagement.

WP – reiterates the Cultural awareness seminar. Grants coming out and general operations of SOC. Halloween Party coming up for SOC.

GJ – Working with Viknash with HPU on the Safer Communities Framework. Should be ready for semester 2. Tav Wednesdays this semester recap. Went well and was well received from college row. Will bounce back for Semester 2.

### **5.0 ALL OTHER BUSINESS**

5.1 N/A

### **6.0 NEXT MEETING**

The next Committee Meeting will be held on 30<sup>th</sup> June at 11am. Please send apologies to Bradley Carter - [vp@guild.uwa.edu.au](mailto:vp@guild.uwa.edu.au).



## **1.0 OPENING**

### **1.1 Attendance:**

Georgia Masters (GM)  
Bradley Carter (BC)  
Xander Sinclair (XS)  
Jenny Ophel (JO)  
Rhedyn Ingate (RI)  
Jasmine Koong (JK)  
Alana Thomson (AT)  
Will Partridge (WP)  
Leigh Chalmers (LC)  
Renee Nguyen (RN)

### **1.2 PROXIES**

Chloe Dixon (CD) (for John Nguyen)  
Robert Whitehurst (RW) (For Geemal Jayawickrama)

### **1.3 APOLOGIES**

Holly Mellor  
Geemal Jayawickrama  
Melani De Awlis

*BC conducts an acknowledgement of country.*

## **2.0 CONFIRMATION OF PREVIOUS MINUTES**

*GM confirms the May Meeting Minutes as true and accurate to account.*

## **3.0 COMMITTEE BUSINESS**

### **3.1 Volunteering Update**

RN provides update for Volunteering update. Recruiting for upcoming programs. Asks SSC to use networks to try and push students to apply for these positions. RN breaks the news that it is her last day and to welcome the new GV Manager to the team. GM will be on leave in the coming weeks.

### **3.2 Marketing & Design**

XS provides update on Design. XS also announces he is departing from the Guild. He is busy trying to prepare for all the upcoming events before he leaves (Tav Quiz and Café Promotion). Updated the Catalyst Café wallpaper. Asks everyone to send in their requests now to ensure they are completed before handover.

RI provides update on marketing. As students haven't been on campus, marketing has been catching up. Working with Student assist for food bank drive. Working

with Juice Box to manage the website. Getting out the next calendar and diaries out to ensure high number of sponsors etc. Asks committee for any suggestions for sponsorships suggestions. In planning for Café and outlet material. JK pushing for the best unit's guide.

### **3.3 Events**

LC provides update for events department. Finished SLT, 45 people booked for this event which is great as it is winter break, final two sessions in July which will conclude the training. Orientation events coming up, ask me anything, chippy social, Tav quiz and guild on the green which follows the welcome ceremony. LC mentions all departments and ed council but lacking in replies. LC asks BC if he can follow up the follow week if feedback doesn't increase. LC also asks for Student Reps to come down, BC agrees and will pass on to council.

Regarding the Tav, Events working hard to make the first couple of weeks be great. Events invested in some small games and basketball hoop and ping pong table etc to make the tav the place to be! Trialing free popcorn every time you buy pint, wine or cocktail. Live music from 4-6 for the first 5 weeks. First week ins Christmas in July, Spring feast is the 28<sup>th</sup> of September. BC has been tasked to oversee Spring Feast. End of semester party, Halloween theme.

### **3.4 Student Assist**

AT provides update. As it is winter break, student traffic has decreased allowing time to catch up on some initiatives for semester two. Food pantry still being used. Many academic misconduct appointments come through. Thanks to RI we have been able to arrange for boxes to go around to student offices. Condoms will also be coming to give away. Running special workshop series in semester 2 called "connection to self" for meditation skills, learning skills, self-care etc.

### **3.5 Student Update**

BC updates. Running GC x GV excursion. Taking over spring feast planning. Working on accommodation options. RW provides update into what he has been doing. Meetings with the University, master plan and general meetings. WP was not able to provide update.

## **4.0 ALL OTHER BUSINESS**

### **4.1 OCM**

4.1.1 Have tried to contact OCM's however have not heard anything. Will continue to follow up.

### **4.2 Renee Farewell**

4.2.1 BC thanks Renee for everything she did for the student body. On behalf of the SSC BC wishes her all the best in her new endeavors.