



# **November ECU Student Guild (Emergency) Senate Meeting Minutes**

**Location: JO 8.302**

**Date: 30 November 2016**

**Time: 10:00AM**



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## **1.0 Attendance**

### **1.1 In Attendance**

President - Lewis Price  
Vice-President (Equity & Diversity) - Kymberlee Finn  
Vice-President (Social Activity) - Trent Barron  
Environmental Sustainability Officer - Sam Martyn  
General Senator - Lainie Anderson

CEO - Brett Callender

### **1.2 Apologies**

General Secretary - Dominic Lindsay  
Vice-President (Academic) - Kumbii Zvorwadza  
General Senator - Tim Natkanski

General Senator - Thomas Freeman



## **2.0 Preliminary Matters**

### **2.1 Acknowledgement of Country**

"I would like to acknowledge that we are meeting on Wadjuk Nyoongar land, and I would also like to acknowledge their elders, both past and present. We recognise that the land was stolen and never ceded, and it always was and always will be Aboriginal land."

### **2.2 Declaration of Conflict of Interest**

[An opportunity for meeting attendees to declare any conflicts that they have personally or that they feel other meeting attendees may have]

### **2.3 Announcements**

### **2.4 Office Bearers Reports**

#### **2.4.1 President**

#### **2.4.2 General Secretary**

#### **2.4.3 Vice-President (Academic)**

#### **2.4.4 Vice-President (Equity and Diversity)**

#### **2.4.5 Vice-President (Social Activity)**

#### **2.4.6 Environmental Sustainability Officer**

#### **2.4.7 International Officer**

#### **2.4.8 Postgraduate Officer**

#### **2.4.9 General Senator (L.D)**

#### **2.4.10 General Senator (T.F)**

#### **2.4.11 General Senator (T.N)**

#### **2.4.12 General Senator (L.A)**

#### **2.4.13 CEO**



## **3.0 Priority Items**

### **3.1 2017 Budget**

**SM1611/XX** - Motion that the Senate approve the Budget for 2017 as attached in Appendix A.

Moved: Lewis Price

Seconded: Kymberlee Finn

This is based on the actual spending of the Guild in the year of 2016, given this is the first year the comprehensive chart of accounts etc. has been in action. Adjustments will be allowed on the floor given the Budget was not ready beforehand for the Senate to consider and make amendments.

### **3.2 Operational Policies**

**SM1611/XX**- Motion that the Senate approve the operational policies as attached in Appendices B through to J.

Moved: Lewis Price

Seconded: Kymberlee Finn

A comprehensive list of polices have been under construction for the good part of the last year. The operational team endeavoured to have most of these passed at the previous Senate meeting, but due to some inconsistencies in terminology, they were withdrawn for finalisation.



## **4.0 Appendices**

[Appendices should be a separate document exported as an image file and dropped in one page at a time]

**Appendix A – 2017 Budget**

**Appendix B – Access to Personal Files Policy**

**Appendix C – Recruitment, Selection & Appointment Policy**

**Appendix D – Accounting Policy**

**Appendix E – Banking Management Policy**

**Appendix F – Best Practice Financial Management Policy**

**Appendix G – Purchasing & Payment Policy**

**Appendix H – Corporate Credit Cards Policy**

**Appendix I – Procurement Policy**

**Appendix J – Generating and Receiving Income Policy**