## SUMMARY OF PROPOSED CHANGES TO THE GUILD REGULATIONS

Prepared by the Guild Statutes Committee

### 1. LANGUAGE, DEFINITIONS AND UPDATED NAMES OR DESCRIPTIONS OF POSITIONS

<table>
<thead>
<tr>
<th>No.</th>
<th>Description</th>
<th>Reference/s</th>
<th>Proposed</th>
<th>Rationale/Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>New Act included in definitions section</td>
<td>1.1</td>
<td>Delete reference to F.A.A.A. and replace with &quot;Corporations Act&quot; means the Corporations Act 2001 (Cth) that has replaced the Financial Administration and Audit Act 1985 with respect to the regulation of financial administration, audit and reporting of public statutory bodies carrying on business in Australia”</td>
<td>The Financial Administrative and Audit Act is no longer the relevant legislation we use – we now refer to the Corporations Act.</td>
</tr>
<tr>
<td>B</td>
<td>Corporations Act</td>
<td>18.1.1; 25.1.1; 25.1.2</td>
<td>Replace all references to ’F.A.A.A.’ to ‘Corporations Act’</td>
<td>See 1.A (above)</td>
</tr>
<tr>
<td>C</td>
<td>Postgraduate Students Officer</td>
<td>4.1.1.(j); 4.11; 4.11.1; 9.9.3.2</td>
<td>Replace all references to ’Postgraduate Students’ Officer’ with ‘President of the Postgraduate Students’ Association”</td>
<td>The position of ‘Postgraduate Students’ Officer’ no longer exists. The only relevant officer charged with the representation of postgraduate students is the President of the PSA.</td>
</tr>
<tr>
<td>D</td>
<td>Affirmative action for Queer Officers</td>
<td>4.12.2</td>
<td>Replace “one of the Queer Officers must identify as female” to “must be preferred to a non-cisgendered male”</td>
<td>This language is more inclusive of queer students who do not identify clearly as either ‘male’ or ‘female’, is recommended by the current Queer Department and is more nationally consistent.</td>
</tr>
<tr>
<td>E</td>
<td>Number of Queer Officers</td>
<td>4.12.3</td>
<td>Insert “There will be a limit of two official queer officers at any one time”</td>
<td>To clarify the current practice of only ever having two Queer officers. This is also nationally consistent.</td>
</tr>
<tr>
<td>F</td>
<td>Referenda regulations</td>
<td>5.3.3</td>
<td>Replace the reference to “Regulation 5.6” with “Regulation 5.3”</td>
<td>This is an error- there is no Regulation 5.6. The document is clearly referring to Regulation 5.3, which is referenda regulations.</td>
</tr>
<tr>
<td>G</td>
<td>Management Accountant / Director of Student and Corporate Services</td>
<td>6.5.3.2; 9.4.4.1; 18.1.23</td>
<td>Change all references to “Finance Director” to “Management Accountant” and, where the reference related to membership of committees, also add the position of “Director of Corporate and Student Services”</td>
<td>Under the Organisational Review the role of the Finance Director was effectively split into two different roles; a lower-level Management Accountant and new Director position responsible for all student and corporate services (ie “Director of Corporate and Student Services”).</td>
</tr>
</tbody>
</table>
| H   | Guild Divisions                                                             | 8.1.1                                                                    | 1. Change the ‘Student Services and Administration Division’ to ‘Student Services Division’  
2. Change ‘Catering Division’ to ‘Catering & Tavern Division’  
3. Change “Financial Services and Commercial Operations Division’ to ‘Corporate Services Division’ | These changes are necessitated by the Organisational Review of the Guild, launched in 2009 and finalised this year. The Organisational Review restructured the Divisions of the Guild.                                                                                     |
<p>| I   | Leave of absence                                                            | 9.2.5                                                                    | Replace all references to ‘leave of absence’ to ‘apology’              | It is no longer common practice to request a leave of absence for missing any Guild meetings- the current practice is to provide an apology for the meeting.                                                               |
| J   | Resignation of office                                                       | 9.2.7                                                                    | Missing reference in current document to the procedure for resignation provided- ie Regulation 3.1.9. | In the current document is simply says “Error! Reference source not found”. The correct regulation needs to be inserted.                                                                                                  |
| K   | Subsidiary Council Secretary                                                | 9.2.8; 10.1.5; 10.1.9; 11.1.5                                             | Replace all references in Subsidiary Council Regulations to the “Guild Secretary” to “the relevant subsidiary council Secretary” | This aligns with current practice; Guild Secretary is not usually involved in subsidiary council matters on a regular basis.                                                                                               |</p>
<table>
<thead>
<tr>
<th>L</th>
<th>Education Officer</th>
<th>9.9.3.2.</th>
<th>Replace all references to “Education Officer” to “Student Assist Officer”</th>
<th>This reflects the change in positions under the Guild’s Organisational Review, which was carried out 2009-2013</th>
</tr>
</thead>
</table>
| M | Faculty society names | 13.1.2 | The names of the following societies updated:  
- Agricultural Club to ‘SNAGS’  
- ‘ALFA Society’ to ‘ALVA Society’  
- ‘Dental Students Society’ to ‘University Dental Students Society’ | These three faculty societies have undergone name changes |
| N | Guild Bank Account | 18.1.10; 18.1.22 | Replace all references to “Guild Central Bank” with “Guild Operating Bank Account” | This is reflective of a change in our banking situation and is based on advice from the Management Accountant this year |
| O | ‘Books and vouchers’ | 18.1.14 | Replace reference to the ‘books and vouchers’ of the Guild with the ‘financial affairs’ of the Guild | This is updated language and is preferable in terms of auditing terminology as per advice from Management Accountant |
| P | Financial documents | 18.1.15 | Replace “necessary books, vouchers and other documents” to “all financial documents deemed necessary for the audit” | Allows the auditors to request any financial document deemed necessary for an audit without limiting them to potentially less clear definition (ie “books, vouchers & other documents”) |
| Q | Student Assist | 6.12.1.1 | Replace all references to “Guild Education Office” with the “Guild Student Assist team” | Updated language as per organisational review |

### 2. CHANGES TO MEMBERSHIP OF GUILD COUNCIL

<table>
<thead>
<tr>
<th>No.</th>
<th>Description</th>
<th>Reference/s</th>
<th>Proposed</th>
<th>Rationale/Explanation</th>
</tr>
</thead>
</table>
| A | Voting membership of Guild Council | 3.1.2. | Insert the following three positions to the voting membership of Guild Council:  
(a) The President of the Postgraduate Students’ Association  
(b) The Director of the International Students’ Service  
(c) The Aboriginal and Torres Strait Islander Students’ Officer | For rationale see the briefing paper attached as ‘C1’. The key points behind the changes are:  
- All three of these positions hold votes on other student representative organisations around Australia  
- These three groups are historically under-represented on Guild Council and want stronger engagement |

| B | Non-voting membership of Guild Council | 3.1.3. | Remove the following sections from the ‘Standing Invites’ list and add to a new list of ‘non-voting members’:  
(a) The Environment Officer;  
(b) The Queer Officers;  
(c) The President of the Residential Students’ Department  
(d) The Sports Representative  
(e) The Welfare Officer | For rationale see the briefing paper attached as ‘C1’. The key points behind the changes are:  
- Clarifying that non-voting office-bearers of the Guild are still members of Council with relevant rights and responsibilities accordingly  
- Changing the “ |

### 3. REGULATIONS REGARDING GUILD OFFICE-BEARERS

<table>
<thead>
<tr>
<th>No.</th>
<th>Description</th>
<th>Reference/s</th>
<th>Proposed</th>
<th>Rationale/Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>President of the Residential Students Department</td>
<td>4.1.1</td>
<td>Insert “President of the Residential Students’ Department President”</td>
<td>The Residential Students’ Department was a trial department approved by Guild Council in 2011. It has been very successful and we now wish to incorporate it formally into Guild Regulations. For full regulations on RSD see ‘Changes to Guild Departments’.</td>
</tr>
</tbody>
</table>
### 4. REFORM OF GUILD COMMITTEES

<table>
<thead>
<tr>
<th>No.</th>
<th>Description</th>
<th>Reference/s</th>
<th>Proposed</th>
<th>Rationale/Explanation</th>
</tr>
</thead>
</table>
| A   | Structure of Guild Committees | 6.4 | Insert the following new section:  
**6.4 Structure of Guild Committees**

6.4.1 The Strategic Resources Committee will report directly to Guild Council and is not required to report to any other committees.  
6.4.2 The Executive Management Committee reports directly to Guild Council and works to ensure that the committee system functions effectively, efficiently and in accordance with these regulations  
6.4.3 ‘Strategic management committees’ will oversee the Guild’s Operational Priorities Plan and provide strategic and policy input on the activities of the Guild. There are three of these committees- one for each division of the Guild:  
(a) The Catering & Tavern Committee  
(b) The Student Services Committee  
(c) The Corporate Services Committee  
6.4.4 A range of other Guild Council committees will work to ensure the effective governance of the Guild’s activities. These committees are: | This section has been included to clearly outline the hierarchy of committees and the reporting lines. There is currently a lack of clarity about which committees report to where.  
For the full rationale, please see briefing paper attachment A1 and the explanatory flowchart in attachment A2 |
### B Strategic Resources Committee

3.7; 4.6.1; 6.5; 7.3.5; 12.2.6; 18.1  
Replace all references to “Finance and Planning Committee” with “Strategic Resources Committee”  
Finance and Planning has been renamed and given a slightly broader role- it is simple enough to change all references accordingly

#### i Role of the Strategic Resources Committee

6.5.1.1  
Insert the following additions to the role of Strategic Resources:  
(a) Oversee the development of a provisional budget to be proposed to the Guild Council Budget Meeting in December of each year;  
(b) Undertake a mid-year review of the Guild budget in July of each year  
(c) Pursue strategies to reduce reliance on income received through the University

#### ii Membership of the Strategic Resources Committee

6.5.1.2  
Insert “President of the Postgraduate Students’ Association” to the voting membership of the Strategic Resources Committee  
This lines up with the strategy to create closer alignment between the PSA President and the Guild’s decision making structure. As pointed out in briefing paper attachment C1- this committee is very much the driver of commercial decision making on Guild Council.

#### iii Co-opted persons

6.5.3.2  
Increase the number of persons able to be co-opted by Guild Council onto the Strategic Resources Committee from one to two  
This ensures consistency with the Catering & Tavern Committee, as the Catering Committee currently has two co-opted persons. This is also commented on in briefing paper attachment C1- many student union boards utilise co-opted professional alumni and we should make this option more open to us.

#### iv Chair of Strategic Resources Committee

6.5.3.3  
Insert the following:  
“The chair of the Strategic Resources is the President or, if they so elect, the Guild Treasurer”  
This provides a little more flexibility for when the Treasurer is considered to be more suitable for the role than the Guild President (ie due to having a finance & accounting background)

#### v Executive Officer of Strategic Resources

6.5.3.5  
Insert “or, if they elect, the Management Accountant” to the clause:  
“The Executive Officer of the Strategic Resources Committee is the Managing Director”  
This provides a little more flexibility for where the Management Accountant is considered to be more suitable for the role (ie due to availability and proximity to the budget process).

#### vi Working groups

6.5.3.7  
Replace all references to “subcommittees” with “working groups”  
Under the new committee system informal working groups are considered more appropriate than formal sub-committees

### C Executive Management Committee

6.6  
Insert the following new clause:  
6.6 EXECUTIVE MANAGEMENT COMMITTEE

#### i Role of Executive Management Committee

6.6.1  
Insert the following:  
Subject to these Regulations and the directions of the Guild Council, the role of the Executive Management Committee is to:  
(a) Review reports and minutes from each Committee (with the exception of the Strategic Resources Committee) and prepare motions and recommendations for Guild Council where required  
(b) Ensure the effective and efficient conduct of the committee system by reviewing committee business and the activities of any working groups

This is a new committee created to fill a gap in our current committee system. For the full rationale see briefing paper ‘Review of Committees’
<table>
<thead>
<tr>
<th>Rule No.</th>
<th>Description</th>
<th>Relevant Sections</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>ii</td>
<td>Rules of Executive Management Committee</td>
<td>6.5.2.1</td>
<td>Insert the following: The Executive Management Committee has the power to make rules for the proper conduct of its affairs.</td>
</tr>
<tr>
<td>iii</td>
<td>Working groups of Executive Management Committee</td>
<td>6.5.2.2</td>
<td>Insert the following: The Executive Management Committee has the power to create working groups as it sees fit.</td>
</tr>
<tr>
<td>iv</td>
<td>Voting membership of the Executive Management Committee</td>
<td>6.6.3.1</td>
<td>Insert the following: (a) the President as Chair; (b) the Vice-President; (c) the Treasurer; (d) the Secretary (e) the President of the Postgraduate Students’ Association. Note the inclusion of the PSA President is consistent with the strategy to align decision making structures more meaningfully with the PSA.</td>
</tr>
<tr>
<td>v</td>
<td>Standing invites to the Executive Management Committee</td>
<td>6.6.3.2</td>
<td>Insert the following: (a) the Managing Director; (b) the Director of Corporate and Student Services; (c) the Catering Director; (d) the Human Resources Officer.</td>
</tr>
<tr>
<td>vi</td>
<td>Executive officer of the Executive Management Committee</td>
<td>6.6.3.3</td>
<td>Insert the following: The Managing Director is the Executive Officer of the Executive Management Committee.</td>
</tr>
<tr>
<td>vii</td>
<td>Meetings of the Executive Management Committee</td>
<td>6.6.4; 6.6.5</td>
<td>Insert the following: - The quorum for a meeting of the Memberships Committee is three. - The Executive Management Committee meets on a fortnightly basis during all calendar months except for January. - No notice is required for an Executive Management Committee meeting. This is consistent with the nature of the committee as being effectively an extension of Guild Executive tasked with the responsibility of running the decision making &amp; oversight process of Guild Council Committees.</td>
</tr>
<tr>
<td>D</td>
<td>Catering &amp; Tavern Committee</td>
<td>6.7</td>
<td>Delete Regulation 6.13 (Tavern Committee), replace all references to the “Catering Committee” with “Catering and Tavern Committee” and make relevant amendments to 6.7 outlined below: This merges the Catering and Tavern Committees into a single committee to reduce overlap and duplication. See briefing paper attachment A1 and A2 for a full rationale behind this.</td>
</tr>
<tr>
<td>i</td>
<td>Compliance with laws, regulations &amp; By-Laws the Tavern operates under</td>
<td>6.7.2.2</td>
<td>Insert the following: Rules and regulations made under 6.5.2.1 regarding the proper administration of the Tavern are subject to the approval of Guild Council and the laws, regulations and By-Laws under which the Tavern operates. This has been moved from the old ‘Tavern Committee’ into the new merged structure.</td>
</tr>
<tr>
<td>ii</td>
<td>Working groups for the Catering &amp; Tavern Committee</td>
<td>6.7.2.4</td>
<td>The Catering &amp; Tavern Committee has the power to create working groups subject to ratification by the Executive Management Committee. This provides flexibility for working groups whilst also giving Executive Management Committee the power to ensure that the aim of a streamlined committee structure is not compromised.</td>
</tr>
<tr>
<td>iii</td>
<td>Voting membership of Catering &amp; Tavern</td>
<td>6.7.3.1</td>
<td>Replace “Guild Treasurer” with “a member of Guild Executive nominated by the President”. This provided greater flexibility and aligns with the integrated structure. Under the new system there will be three strategic management committees with three executive spots- ie one each.</td>
</tr>
<tr>
<td>iv</td>
<td>Standing invites to Catering &amp; Tavern</td>
<td>6.7.3.2</td>
<td>Add “the Manager of Memberships &amp; Communications” to the list of standing invites</td>
</tr>
<tr>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
</tr>
</tbody>
</table>
| E | Student Service Committee | Delete the following regulations:  
- 6.4 (Activities Committee)  
- 6.8 (Media Committee)  
- 6.9 (Memberships Committee)  
- 6.11 (Student Centre Committee)  
- 6.12 (Student Services Committee) | This committee is a merger of the current Student Services, Media, Memberships, Activities and Student Assist Committees.  
For the full rationale see briefing paper ‘Review of Committees’.  
The basic premise is that many of these committees are defunct and an integrated approach is needed towards student services.  
Under the regulations, the committee will have the discretion (subject to review & ratification by Executive Management Committee) to create informal working groups. This is so that areas requiring more detailed consideration not possible due to the size of the new committee (such as orientation and the Guild ball) can be given the time required in an informal setting without creating obligations for more “meetings for the sake of meetings” |
|   |   | And replace with the following: |   |
|   |   | **6.8 STUDENT SERVICES COMMITTEE**  
**6.8.1 Role**  
6.8.1.1 Subject to these Regulations and the directions of the Guild Council, the role of the Student Services Committee is to:  
(a) oversee the operations of the Student Services division and the implementation of relevant sections of the Guild’s operational priorities plan  
(b) facilitate an integrated approach to the Guild’s delivery of student services through communication between various departments  
(c) report to Guild Council on ways to improve the Guild’s delivery of student services, including memberships, publications, student assist, events and the Guild Volunteering Hub.  
(d) oversee the Guild’s Media policy, set out in 6.8.6, and the Prosh editorial policy set by Guild Council  
**6.8.2 Powers**  
6.5.2.1 The Student Services Committee has the power to recommend to the Guild Council for approval any rules necessary for the proper conduct of its role.  
6.7.2.4 The Student Services Committee has the power to create working groups subject to ratification by the Executive Management Committee.  
**6.8.2 Membership**  
6.8.2.1 The Student Services Committee comprises:  
(a) the President;  
(b) the Societies Council President, or their nominee;  
(c) the Education Council President, or their nominee;  
(d) another member of Executive nominated by the President;  
(e) two members of Guild Council at least one of whom must be a female;  
(g) two ordinary non-Councillor members at least one of whom must be a female.  
6.8.2.2 The following are standing invitees to meetings of the committee:  
(a) the Memberships, Media & Communications Manager;  
(b) the Student Assist Manager;  
(c) the Events Manager;  
(d) the Volunteer Hub Manager; and  
(e) the Director of Corporate and Student Services.  
6.8.2.3 The Director of Corporate and Student Services is the Executive Officer |   |
of the Student Services Committee.

6.8.2.4 In the event that at any time the positions of any of the permanent Guild staff positions, that are specified as standing invitees of the Student Services Committee, are vacated, then the person occupying the nearest equivalent position is invited to attend the Student Services Committee.

6.8.2.5 The chair of the Student Services Committee is elected by Guild Council at the December Guild Council meeting of each year from amongst its membership.

6.2.6 If the positions referred to as standing invitees of the Committee do not exist, then the person occupying the nearest equivalent position is invited to attend the Student Services Committee.

6.8.2.6 In relation to 6.12.2.4, the nearest equivalent position is determined by the Personnel Board (as set out in the Guild Enterprise Bargaining Agreement) in its absolute discretion.

6.8.3 Quorum
6.8.3.1 The quorum for a meeting of the Student Services Committee is four, three of whom must be Guild Councillors.

6.8.4 Frequency of meetings
6.8.4.1 The Student Services Committee meets once every calendar month except for January.
6.8.4.2 At least three University working days’ notice of a meeting is given to members.

F Media policy 6.9.6 Move the Guild Media policy from the “Media Committee” to the “Student Services Committee” and make clarifications about Prosh. This is to ensure that we have a clear media policy and a committee tasked with overseeing it.

i Anti-discrimination and publications 6.9.6.3 Insert the following:
“or a breach of anti-discrimination laws” in paragraph (g); and
“all decisions relating to publications and media should be made with reference to Guild policies on anti-discrimination, which shall be drafted by the Equity & Diversity Committee, approved by Guild Council and recorded in the Guild Statute book” in a new paragraph (j).

G Corporate Services Committee 6.10 Insert the following new provision:

6.10 CORPORATE SERVICES COMMITTEE
6.10.1 Role
6.10.1.1 Subject to these Regulations and the directions of the Guild Council, the role of the Corporate Services Committee is to:
(a) oversee the operations of the Corporate Services division and the implementation of relevant sections of the Guild’s operational priorities plan
(b) facilitate an integrated approach to the Guild’s delivery of corporate services through communication between various departments
(c) report to Guild Council on ways to improve the Guild’s delivery of corporate services, including finance, information technology, administration, the bookshop and special projects
(d) develop and oversee the Guild’s IT strategy
(e) ensure ‘back-of-house’ services support the Guild’s activities in an efficient and cost-effective manner
(f) oversee the development of special projects, including Alumni

This is a new committee to fill an unmet demand for Council oversight over corporate services (ICT, admin, finance etc). For full rationale see briefing paper ‘Review of Committees’
6.10.2  Powers
6.10.2.1 The Corporate Services Committee has the power to recommend to the Guild Council for approval any rules necessary for the proper conduct of its role.
6.10.2.4 The Corporate Services Committee has the power to create working groups subject to ratification by the Executive Management Committee.

6.10.3  Membership
6.10.3.1 The Corporate Services Committee comprises:
(a) the President;
(b) another member of Executive nominated by the President;
(c) three members of Guild Council at least one of whom must be a female;
(g) two ordinary non-Councillor members at least one of whom must be a female.
6.10.3.2 The following are standing invitees to meetings of the committee:
(a) the Business Support Officer (administration);
(b) the ICT Administrator;
(c) the Management Accountant;
(d) the Second-Hand Bookshop Manager;
(e) any projects based-staff, including the Business Manager; and
(e) the Director of Corporate and Student Services.
6.10.3.3 The Executive Officer of the Student Services Committee is the Director of Corporate and Student Services or, if they so elect, the Management Accountant.
6.10.3.4 In the event that at any time the positions of any of the permanent Guild staff positions, that are specified as standing invitees of the Student Services Committee do not exist, then the person occupying the nearest equivalent position is invited to attend the Student Services Committee.
6.10.3.5 The chair of the Corporate Services Committee is elected by Guild Council at the December Guild Council meeting of each year from amongst its membership.
6.10.3.6 In relation to 6.12.2.4, the nearest equivalent position is determined by the Personnel Board (as set out in the Guild Enterprise Bargaining Agreement) in its absolute discretion.

6.10.4  Quorum
6.10.4.1 The quorum for a meeting of the Student Services Committee is four, three of whom must be Guild Councillors.

6.10.5  Frequency of meetings
6.10.5.1 The Student Services Committee meets once every calendar
<table>
<thead>
<tr>
<th>H</th>
<th>Governance Committee</th>
<th>6.11; 6.11.1; 6.11.2; 6.11.4</th>
<th>Replace all references to the “Statutes Committee” with the “Governance Committee”</th>
<th>The Statutes Committee has had its role broadened significantly under the proposed restructure of committees, hence the name change. See the briefing paper on Guild committees – attachment A1 and A2</th>
</tr>
</thead>
<tbody>
<tr>
<td>i</td>
<td>Role of Governance Committee</td>
<td>6.11.1.1</td>
<td>Insert the following to the role of the Governance Committee: - provide recommendations to Guild Council for the creation of, and alterations to the Guild’s Policy on Discipline; - make policies relating to governance and accountability, including transparent decision making and appropriate record keeping; - conduct a mid-year review each calendar year and provide a report to Council on ways to improve governance and accountability; and - ensure that Guild Council appropriately discharges all of its statutory obligations, including but not limited to obligations under the Higher Education Support Act 2003 (Cth) and regulations made under the Act</td>
<td>See attachment A1 and A2</td>
</tr>
<tr>
<td>ii</td>
<td>Membership of Governance Committee</td>
<td>6.11.2.1</td>
<td>Replace “two” ordinary non-Councillor members with “three”</td>
<td>With a significantly broader role an additional member is needed</td>
</tr>
<tr>
<td>I</td>
<td>Welfare and Advocacy Committee</td>
<td>6.12</td>
<td>Replace all references to “Welfare Committee” with the “Welfare and Advocacy Committee”</td>
<td>The Welfare Committee has had its role broadened significantly under the proposed restructure of committees, hence the name change. It also incorporates policy aspects of the old Student Centre Committee (which we propose to delete). See the briefing paper on Guild committees – attachment A1 and A2</td>
</tr>
<tr>
<td>i</td>
<td>Role of the Welfare &amp; Advocacy Committee</td>
<td>6.12.1.1</td>
<td>Replace “organise” welfare activities and campaigns to “oversee” Add the following to the role of the Welfare &amp; Advocacy Committee: “develop policies and initiatives to advance the interests of students with respect to a range of matters, including but not limited to: (i) The mental and physical wellbeing of students; (ii) The development of career pathways for students aligned with their degree programs; (iii) Access to transport facilities including parking, public transport and end-of-trip facilities for students cycling to and from campus; (iv) Access to Government student income support programs; and (v) The barriers to successful academic progress created by disadvantage or misfortune.”</td>
<td>The Welfare Department currently acts like a proper department and the committee does not work as an organising body. The committee should be purely about policy and oversight and a separate Welfare Committee will be created with individual roles relating to organising the activities of the department. The Welfare Committee has had its role broadened significantly under the proposed restructure of committees. See the briefing paper on Guild committees – attachment A1 and A2</td>
</tr>
<tr>
<td>ii</td>
<td>Voting membership of Welfare &amp; Advocacy</td>
<td>6.12.2.1</td>
<td>Insert “or their nominee” after Education Council President and increase the number of Guild Council members on the committee from two to three</td>
<td>With a significantly broader role it is appropriate to have one extra member and for the Education Council President to have the ability to delegate to a member of Ed Council focusing on these areas</td>
</tr>
</tbody>
</table>
|   | Standing invites to Welfare & Advocacy | 6.12.2.2 | Insert the following as standing invites to the committee:  
(a) the Research Officer or, if there is no such position, the member of the Student Assist team given responsibility for research  
(b) the Student Assist Manager  
(c) at the Chair’s discretion, a staff member from UWA Student Services with responsibilities aligned to the role of the Welfare & Advocacy Committee  
|   |   |   | This aligns with the planned new research position and the current practice from this year of working closely with UWA Student Services staff, in particular the Director, the Associate Director (Academic Policy Services) and the Health Promotion Unit. It also suits our strategic alignment with the University under the future directions strategy. |
|   | Executive officer of Welfare & Advocacy | 6.12.2.3 | The Executive Officer of the Welfare & Advocacy Committee is the Research Officer or, if there is no such position, the member of the Student Assist team given responsibility for research  
|   |   |   | This is a new position the Guild is looking at introducing, however if it is not introduced a member of the Student Assist team will be given some limited responsibilities in this area. |
|   | Chair of Welfare & Advocacy | 6.12.2.4 | The chair of the Welfare & Advocacy Committee is elected by Guild Council at the December Guild Council meeting of each year from amongst its membership  
|   |   |   | Due to the changes outlined at I(i) this is needed to provide greater flexibility and to separate the organisational and policy/oversight aspects of Guild Welfare. |
|   | Meetings of Welfare & Advocacy | 6.12.4 | Replace meets “as required” with “once every calendar month except December” and replace “ten days” notice with “three days”  
|   |   |   | Brings it in line with other committees. These changes make a committee with a much larger role more effective. |
| J | Equity & Diversity Committee | 6.13 | Insert the following new provision:  
6.13 EQUITY & DIVERSITY COMMITTEE  
6.13.1 Role  
6.13.1.1 Subject to these Regulations and the directions of the Guild Council, the role of the Equity & Diversity Committee is to create and review policies and initiatives to achieve the following outcomes:  
(a) The advancement of equity and diversity within the Guild and the University  
(b) The promotion and celebration of Indigenous culture  
(c) Ensuring Guild Council represents the full diversity of the student community  
(d) Assisting UWA students in overcoming adversity caused by race, ethnicity, gender, sexual orientation or mental or physical disability  
6.13.2 Membership  
6.13.2.1 The Equity & Diversity Committee comprises:  
(a) the President;  
(b) the Womens’ Officer;  
(c) the Queer Officer/s;  
(d) the Aboriginal and Torres Strait Islander Students’ Officer;  
(e) the International Students’ Service Director or their nominee  
(f) the Postgraduate Students’ Association President or their nominee  
(g) one member of Guild Council; and  
(h) two ordinary members, at least one of whom must be a female  
6.13.2.2 The committee has the discretion to co-opt further members on to the committee if it believes that doing so would make the committee substantially more representative of disadvantaged students  
6.13.2.3 The following are standing invites to the Equity & Diversity Committee:  
(a) the Managing Director or their nominee  
(b) the Human Resources Officer  
(c) at the Chair’s discretion, a staff member from UWA Equity & Diversity  
The committee has been structured in a manner consistent with the framework of other committees in the proposed new regulations  
|   |   |   | This is a new committee to fulfil an unmet need for comprehensive policy on equity & diversity. See the briefing paper on Guild committees – attachment A1 and A2 |
| K | Volunteering & Community Engagement Committee | 6.14 | Insert the following new provision:  
**6.14 VOLUNTEERING & COMMUNITY ENGAGEMENT**  
**6.14.1 ROLE**  
Subject to the directions of Guild Council and the Guild Volunteering Hub Steering Committee, the role of the Volunteering and Community Engagement Committee is to:  
(a) Facilitate the development of a volunteering culture at UWA through creating policies and initiatives;  
(b) Ensure an integrated approach to volunteering which includes:  
   (i) The Guild Volunteering Hub;  
   (ii) Guild-affiliated clubs and societies;  
   (iii) ‘Skilled volunteering’ programs run by faculty societies;  
   (iv) Residential colleges;  
   (v) The broader UWA community;  
(c) To advise Guild Council on all matters relating to volunteering at UWA and ways to improve the volunteering culture on campus; and  
(d) To oversee the Guild’s community engagement strategy and to, where appropriate, convert ad-hoc partnerships with other community organisations into more sustainable formal partnership arrangements.  
**6.14.2 POWERS**  
6.14.2.1 The Volunteering and Community Engagement Committee has the power to make rules and regulations concerning Volunteering activities or initiatives run by the Student Guild and its affiliated bodies  
6.14.2.2 The Guild Volunteering and Community Engagement Committee has the power to, where Council elects to provide a budget for such a purpose, distribute monies to Guild-affiliated clubs and societies for the purposes of volunteering  
**6.14.2 MEMBERSHIP**  
6.14.2.1 The Guild Volunteering and Community Engagement Committee comprises:  
(a) The Guild President  
(b) The Public Affairs Council President, or their nominee  
(c) The Chair of the Volunteering Hub’s student committee  
(d) Two Guild Councillors, at least one of whom must be a female  
(e) Two ordinary Guild members, at least one of whom must be a female  
6.14.2 The following are standing invitees to the Guild Volunteering and Community Engagement Committee | This is an expanded version of the recently created Volunteering Standing Committee of Guild Council. Community Engagement has been added to meet an unmet need for coordination of community relations. See the briefing paper on Guild committees – attachment A1 and A2.  
The committee has been structured in a manner consistent with the framework of other committees in the proposed new regulations. |
(a) The Manager of the Guild Volunteering Hub
(b) The Managing Director
(c) All ordinary Guild members acting in a capacity as a volunteering program manager with the Guild Volunteering Hub
(d) Any ordinary Guild members who are acting in a capacity as the coordinator of a volunteering program funded by, affiliated or partnered with the Student Guild

6.14.2.3 The chair of the Volunteering and Community Engagement Committee is elected by Guild Council at the December Guild Council meeting of each year from amongst its membership.

6.14.3 QUORUM
6.14.3.1 The quorum for a meeting of the Guild Volunteering and Community Engagement Committee is three, at least two of which must be members of Guild Council

6.14.4 GENERAL REGULATIONS
6.14.4.1 The Chair of the Guild Volunteering and Community Engagement Committee will provide a monthly report to Guild Council

This ensures that we don’t see a proliferation of unnecessary standing committees. Also see the role of the Executive Management Committee outlined in briefing attachment A1

5. GUILD DEPARTMENTS

<table>
<thead>
<tr>
<th>No.</th>
<th>Description</th>
<th>Reference/s</th>
<th>Proposed</th>
<th>Rationale/Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Residential Students Department (RSD)</td>
<td>7.2.1</td>
<td>Insert the following under as a new department of the Guild: “The Residential Students Department”</td>
<td>This Department was created as a “trial department” by the 98th Guild Council in accordance with regulation 7.2.2 and now needs to be formalised as an official department of the Guild.</td>
</tr>
<tr>
<td>i</td>
<td>Election of the President of RSD</td>
<td>7.3.11</td>
<td>Insert the following new provision: The President of the Residential Students’ Department is elected at the first meeting of the reconstituted Residential Students’ Department Committee in accordance with the approved rules made by the Department under section 7.3.2 of these regulations</td>
<td>This aligns with existing practice and with the rules approved by the 98th Guild Council for the operation of RSD.</td>
</tr>
<tr>
<td>B</td>
<td>Welfare Department</td>
<td>7.2.1</td>
<td>Insert the following under as a new department of the Guild: “The Residential Students Department”</td>
<td>This aligns with existing practice where the Welfare Officer does not operate by themselves, but mobilises a group of student to organise the activities of the Welfare Department. If Welfare is added to this Department section they can then elect a committee and make their own rules in accordance with the regulations.</td>
</tr>
<tr>
<td>C</td>
<td>Roles and rights of committee members</td>
<td>7.3.1</td>
<td>Change regulation 7.3.1 from: “Subject to these Regulations, the roles and rights of committee members</td>
<td>This aligns with current practice and is also a common-sense change. Committee responsibilities should be in the constitution or...</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td></td>
</tr>
<tr>
<td><strong>D</strong></td>
<td><strong>Rules clarification</strong></td>
<td><strong>7.3.3</strong></td>
<td>Insert “made under 7.3.2”</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>To clarify which rules are being referred to- common sense change</td>
<td></td>
</tr>
<tr>
<td><strong>E</strong></td>
<td><strong>Election of departmental committees</strong></td>
<td><strong>7.3.4</strong></td>
<td>Change: “The departmental officer of each Guild department is the person elected to the position in the second column of the Fourth Schedule of these Regulations.” to: “The department committee shall be elected at an Ordinary General Meeting of the department, subject to section 7.3.11.”</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>This clarifies an existing exception to the rule in 4.1.2 that departmental officers not elected in Guild Elections be elected by Guild Council.</td>
<td></td>
</tr>
<tr>
<td><strong>F</strong></td>
<td><strong>Election of departmental officers</strong></td>
<td><strong>7.3.10</strong></td>
<td>Insert the following: The following positions are elected at the annual general meeting of the department: (a) the Postgraduate Students' Association President; (b) the Queer Officers; and (c) the Guild Aboriginal and Torres Strait Islander Students Department.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>This makes the regulations more consistent with recent changes to PSA and ISS constitutional changes. These are also common-sense changes.</td>
<td></td>
</tr>
<tr>
<td><strong>G</strong></td>
<td><strong>Guild Department Special General Meetings</strong></td>
<td><strong>7.5</strong></td>
<td>Make the following changes: - decrease the number of members required to call a special general meeting from twenty to ten - Increase period to call the meeting from 10 days to 14 days after a requisition is made - Increase period to hold the meeting from 14 days to 21 days after a requisition is made - Increase notice requirement from three University working days to seven days</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>ISS have their constitution effectively “stuck” in the regulations, and now have a new structure inconsistent with these regulations. Deleting this overly-prescriptive section gives them the freedom to make their own rules subject to Guild Council approval like other Departments.</td>
<td></td>
</tr>
<tr>
<td><strong>H</strong></td>
<td><strong>ISS Regulations</strong></td>
<td><strong>7.7</strong></td>
<td>Delete Regulation 7.7 concerning the International Student Service</td>
<td></td>
</tr>
</tbody>
</table>

---

### 6. SUBSIDIARY COUNCILS

<table>
<thead>
<tr>
<th>No.</th>
<th>Description</th>
<th>Reference/s</th>
<th>Proposed</th>
<th>Rationale/Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Education Action Network Chair</td>
<td>9.9.5</td>
<td>Insert the following new provision: The Chair of the Education Action Network is the Vice-President of the Education Council or, if they elect, another member of the Education Council Committee</td>
<td>This Department was created as a “trial department” by the 98th Guild Council in accordance with regulation 7.2.2 and now needs to be formalised as an official department of the Guild.</td>
</tr>
</tbody>
</table>
### 7. DISCIPLINE REGULATIONS

<table>
<thead>
<tr>
<th>No.</th>
<th>Description</th>
<th>Reference/s</th>
<th>Proposed</th>
<th>Rationale/Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Complete overhaul of discipline regulations</td>
<td>14; 15; 16</td>
<td>Delete Regulations 14, 15, 16 and 17 and replace with entirely new sections 14, 15 and 16</td>
<td>As per advice from the University these regulations have been completely overhauled and redrafted from scratch. See attached briefing document B1</td>
</tr>
</tbody>
</table>

### 8. MISCELLANEOUS

<table>
<thead>
<tr>
<th>No.</th>
<th>Description</th>
<th>Reference/s</th>
<th>Proposed</th>
<th>Rationale/Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Statute book</td>
<td>23.1.6; 23.1.7</td>
<td>Insert the following new provisions:</td>
<td>This is consistent with current practice and updated to reflect new Governance Committee.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>23.1.6 All decisions of interpretation of the rules and regulations contained within the Statute Book, made by the Governance Committee, shall be kept in an appendix to the Statute Book and followed as precedence.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>23.1.7 An electronic version of the Statute Book will be made available to all members, associates and honorary life associates via the Guild website.</td>
<td></td>
</tr>
</tbody>
</table>