UWA Student Guild

Policy Book

FINAL VERSION 1: February 2013
(as passed by Guild Council 27 Feb 2013)
The Guild Policy Book – How is it used?

This Guild Policy Book is a collection of all Guild Policies agreed upon by the current Guild Council. It is designed with two purposes in mind:

1. To document the stances of the University of Western Australia Guild of Undergraduates on any and all issues that the Guild Council deems relevant to students. Documenting these stances allows the Guild to:
   a. Allow student representatives to argue a case or justify actions.
   b. Support student representatives when talking to the media.
   c. Communicate with students the stances and opinions taken on by Guild Council on their behalf.
   d. Debate issues relevant to students.

2. To provide guidance to the student team including Guild Council, Office Bearers, Departments, Sub-Councils, Sub-Committees, Clubs and Faculty Societies, and related societies of the Guild on implementing Guild stances. Providing Guidance allows the Guild to:
   a. Have continuity between departments, where incoming office bearers can be informed on activities previously taken by their teams and procedures relevant to them.
   b. Communicate effectively within the student team on general procedures that people the student team can undertake.
   c. Implement policies and other actions that the student team can take on to back up the documented stances of the Guild.

The Guild Policy Book does NOT:

- Govern the Staff Team’s activities (see Operations Policies)
- Govern the funding relationship with the University of Western Australia (see Service Level Agreement)
- Provide binding policies which if broken can be punished by Guild Disciplinary Committee (see regulations).
REGULATIONS ON POLICY

The Regulations dealing with policy reflect the policy on policy.

Reg 35  Guild Council is the policy making body for the whole Guild.

Reg 36  Guild Council may adopt by a simple majority policy on any issue that is covered by Clauses 2 and 3 of Statue 20 “The Objects of the Guild”.

Reg 37  Policy shall remain in force until it is specifically rescinded or amended by resolution of Guild Council. Policy will not automatically lapse on the 30th November.

Reg 38  Amendments to regulations 35, 36, 37 and 54 shall receive approval of a majority of Guild members present and voting at a quorate General Meeting of the Guild before coming into effect.

Reg 54. (1) Guild Executive may determine an interim policy where no policy of Council exists.

(2) Such an interim policy will automatically lapse upon the date of the following Guild Council meeting unless specifically ratified by that meeting of Guild Council.

(3) Lapsed interim policy will not be readopted by Executive, either in style or substance.

Section 2 & 3 of Statutes 20 reads:

2. The Objects of the Guild shall be:
   a) to foster all that tends to the advancement of learning and the ennoblement of life;
   b) to afford means of social intercourse to students at the University;
   c) to provide or conduct or manage such educational, cultural, sporting, welfare, recreational or commercial facilities or activities which shall be intended for the benefit either directly or indirectly of members of the Guild;
   d) generally to further the common interest of students at the University.

3. For the purpose of carrying out it objects the Guild shall have power:
   a) to expend and invest monies;
   b) to operate banking accounts;
   c) to transact such financial business as may be necessary to implement the objects of the Guild;
   d) to borrow, raise or secure the payment of money for any of the objects of the Guild from time to time and in particular by mortgaging or charging the property of the Guild or any part thereof;
   e) to enter into contracts on behalf of the Guild or any student society, the terms of which have been approved by the Guild Council;
f) to lend monies to ordinary members of the Guild;
g) to purchase, take on lease or in exchange, hire or otherwise acquire any real or personal property and to sell, let, mortgage or dispose of the same;
h) to exercise a general supervision and control over all student societies;
i) to register student societies with the Guild and affiliate them with subordinate organs of the Guild;
j) to assume the care control and management of the property and financial affairs of any student society, either pending a further resolution of the Guild Council or for such period as the Guild Council deems fit;
k) to engage and dismiss employees;
l) to incorporate or cause to be incorporated any student society under the Associations Incorporation Act or under the Companies Act or any like legislation for the benefit of the members of that society and to limit the liability of the Guild, and to hold shares in any company so incorporated;
m) to hold licences under any legislation for the time being in force;
n) to admit to associate membership, honorary associateship or honorary life associateship persons other than ordinary members of the Guild;
o) in the manner prescribed in the regulations, to impose fines upon members of the Guild, upon members and officers of student societies and on student societies, for breaches of the provisions of this Statute, or regulations, by-laws or rules authorised to be made under this Statute, provided that the limits of all such fines shall be clearly stated in the regulations, by-laws or rules;
p) generally, to act in all other matters authorised by this Statute or necessary or convenient for giving effect to this Statute.
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AWARENESS AND EXPANSION OF HOUSING RELATED SERVICES ON CAMPUS

1.1 The Guild believes that the University should increase its commitment to providing accommodation services to students on campus, to better promote existing services and to investigate new ones.
1.2 The Guild would like to see improved communication networks between the Guild and students on campus to provide greater support and collaboration.

BROADER ACCOMODATION QUESTIONS
The Guild would like to see greater financial support for student accommodation from Federal, State and Local Governments. There are a number of possible strategies which Governments could take to increase student accommodation, including:

1.3 Providing additional funds to Universities to buy existing accommodation in their immediate areas for student use.
1.4 Providing additional funds to Universities for a special Accommodation Fund which could be used to build new residential facilities. When these properties begin generating income (above basic maintenance costs) this money would then go back to the Accommodation Fund for future projects.
1.5 The Federal Government encouraging the existence of non-profit building construction organisations through legislation or funding support so as to provide low cost building for public projects. Once these were set up they would be able to put in tenders to either the Universities or the Government to build additional student accommodation at the lowest possible prices.
1.6 Providing increased income support to students, through Austudy or Rent Assistance, to alleviate financial problems relating to accommodation, notably for students who come from country areas.
1.7 Monitoring all university owned student accommodation and ensuring that minimum standards are met
1.8 Providing high density residential zonings close to the campus. The Guild would like to see an increased proportion of students living on or close to campus. These facilities could then become available to students who have applied to an institution (far from their home) for specific course offerings. This would increase the mobility of students within Australia, and allow those with special interests to pursue them more effectively. It would also contribute towards lessening the demand for car parking facilities.

2. OTHER ACCOMODATION ISSUES
The Guild will ensure that at least a minimum level of accommodation is accessible for people with disabilities.

That the Guild supports the provision of a space on campus for Muslim students in which to pray.

BOOKSHOP
CAMPUS BOOKSHOP
[Amended by 231GC28/11/03]
Guild Council recognises that it is in the interest of students that the Campus Bookshop sells books at reasonable prices without exploiting the University community by having high prices.

The Campus Bookshop is to serve the purpose of supplying text books and books for recreational reading for students and the general University community. Guild Council condemns any attempt by the Bookshop to abuse the privilege of access to commercial space on campus and believes that the Bookshop must work for the benefit of their University community.

Guild Council condemns any Bookshop activities that attempt to cut into areas of business which are traditionally the Guild's, particularly second hand books.

CATERING

September 2012
This Guild acknowledges the value of Guild operated Catering and Independent Catering on campus as long as they both take into account the best interests of students.

This Guild shall require all Catering outlets using Guild property to be sensitive to Guild Policy direction included in this book.

The Welfare, Education, PAC, Environment, Queer and Women’s Departments of the Guild will be responsible for initialising and developing Guild Catering policies relevant to their department that will be investigated by the Catering Committee and decided on by the Finance and Planning Committee.

The Guild recognises the need to accommodate cultural and ethnic diversity; as such; Guild Catering shall provide Kosher and Halal options.

The Guild recognises the diverse dietary and medical needs of students and shall endeavour to provide vegetarian, gluten-free, lactose-free, and nut-free options.

CATERING COMMITTEE:
Guild Catering Division will operate to be a profitable business unless otherwise directed by Catering Committee. The Guild Catering Committee is responsible for advising Guild Catering on upholding the following policy directions:
1. Student Welfare is the core purpose of catering.
2. Guild should provide affordable and healthy meals to students who may otherwise compromise their diet due to financial duress.
3. A set meal should be available to students at cost-price.
4. Nutritional information should be displayed in an easy to read traffic light system with healthier foods sold at a reduced price.

CLUB RESOURCE ROOM

7
GC 94/5
1. The Club Resource Room and the equipment in it is to have priority for Guild student officers; this includes Councillors, Department Officers and subsidiary Council executive members.

2. The Club Resource Room is intended solely for work on Guild or affiliated club business.

3. The equipment in the Club Resource Room, including the telephones and computers, should only be used for Guild or affiliated club business.

4. Equipment should not be removed from the Club Resource Room under any circumstances.

5. The Club Resource Room is to be used in normal office hours only (9am - 5pm on working days). To use the room outside these times, normal security procedures must be followed (ie., a pass must be obtained from the Guild President). Some flexibility should be allowed on evenings on which meetings of Guild Council or subsidiary Councils are being held, as members may wish to remain in the room until the meeting time.

6. Wherever possible, the Club Resource Room should not be left unattended. It should be locked at 5pm, and all electrical appliances switched off, by the last person/s to leave.

7. If somebody is authorised to use the room after hours, s/he must lock the room when s/he leaves. S/he shall be held responsible if any damage or loss occurs during the time that s/he is meant to be present.

8. Unless a liquor permit has been obtained, no alcohol should be consumed in the Club Resource Room.

9. If any breaches of these guidelines (or any other Guild regulations occur) the offenders may be brought before the Guild Discipline Committee. Serious breaches or misbehaviour may be brought to the attention of the University or Police authorities.

GC 93/7
10. That Guild Executive members may authorise any Guild member to be with them in the Club Resource Room after hours If there are people in the building who are not members of Executive and are not allowed to be there, any Executive member may contact Security to evict them from the Building.

CLUBS AND SOCIETIES

GE 90/246
AFFILIATION
All clubs seeking affiliation must meet with the relevant Subsidiary Council President, who will liaise with Guild Executive.
In order for a club or society to be considered for affiliation, they must submit a proposed Constitution and completed New Clubs Pack at least one week before ratification at the next Subsidiary Committee Meeting.

The Guild Executive and Council maintain the right to veto the registration and affiliation of a new club or society, provided that reasons are disclosed.

A club will become affiliated by a majority vote of the Societies Council. The ballot papers should clearly indicate the difference between yes, no and abstention votes.

In order for a club or society to be deemed active and affiliated, they must ratify their approved constitution at their first Annual General Meeting and submit for approval to the relevant Subsidiary Council.

In order for a club or society to remain affiliated, they must submit a new Office Bearer’s Form within fourteen days of an AGM and after any other changes or otherwise annually.

Any alterations to the rules of an affiliated society must be approved by the relevant Subsidiary Council before they come into force.

All clubs must submit their completed Office Bearer’s Form online and their Finance Form in hard copy to the Guild Finance Office annually.

Any Club Constitution received in hard copy must also be scanned and an electronic copy must be kept.

A club or society will become lapsed where they fail to submit current Office Bearer Forms and Finance Forms, where they fail to attend at least one General Meeting of the Societies Council during the previous thirteen months.

The Societies Council will review the affiliation status of inactive clubs at least once per year.

**BANKING & FINANCE**

A lapsed club or society is not eligible for grants and may not withdraw funds from their Guild banking account.

No affiliated club or society may withdraw money from their Guild banking account until a completed Guild Finance Form has been submitted to Guild Finance.

No affiliated club or society may withdraw money from their Guild banking account without the signature of at least two executive members on the relevant withdrawal slip.

The Guild will support clubs through the provision of grants covering a variety of initiatives.

The Guild will provide Start-Up Grants for newly affiliated clubs and societies.

**EVENTS**

All clubs must notify the Guild Events Manager of any event to be held on or off campus regardless of the type of event or risk factor.
If requested by the Events Manager, clubs must submit an Event Management Plan and Risk Management Plan and must not proceed with the event until these are approved.

The Guild encourages and endorses events that are safe, inclusive, responsibly managed and foster a positive student culture.

The Guild endorses and promotes a student culture that does not focus on alcohol consumption.

Clubs must notify the Guild Events Manager of any independent or external contractors that will be operating on campus at any club event – in order to meet public liability requirements held by the university.

If any club wishes to distribute any food or drink (barbecues, cake stalls etc.) on campus, they must contact the Guild Events Manager and submit relevant documentation to the City of Subiaco.

**REGULATIONS AND POLICY**

The Guild will refer to the Clubs Grant Policy when allocating grants to clubs and societies affiliated with the Societies Council and Public Affairs Council.

All clubs and societies must abide by the relevant regulations and rules found in the Guild Statutes Book, including Guild Regulations, Societies Council Rules and Standing Orders. They must also observe relevant University rules, and State and Commonwealth Laws.

All clubs must abide by the Guild Poster Policy which can be found on the Guild Website.

**GE 90/148**  
[Amended by 231GC28/11/03]
That the Societies and Education Council Presidents ensure that all Executives of Registered Student Clubs and Societies operating within their jurisdiction are Guild members as per Guild Regulations.

**00GC11/16**
That the Guild Council reaffirm its policy of making Guild Clubs comply with Guild Council policy.

**97GC9/26**
That it be Guild Policy on funding Faculty Societies be conditional on the executive of the Faculty Societies being Guild members.

**00GC05/08**
That the Guild shall not support, financially or otherwise any club or society which implicitly or explicitly excludes women.

*September 2012*
That clubs be allowed to use the Guild BBQ at any time.

*September 2012*
That tables be available for club hire at any time.
EDUCATION

GC 93/3
That it shall be the policy of guild that: The Guild believes that students should be guaranteed that maximum practical level of anonymity in the submission and evaluation of all academic work and urges the University to take steps to ensure that the person evaluating or assessing any essay, assignment, exam paper or any other piece of Academic work shall not be informed of the identity of the submitted piece of Academic work's author."

GM03/001
That the Guild take action to oppose any moves by the Federal Government or the University to remove student or academic representation on university governing bodies such as the UWA Senate. As the key stakeholders in the Higher Education system, students and academics have the right to have their voices heard at the highest level of university governance.

SEPTEMBER 2012
That the UWA Student Guild continues its policy of supporting practical action on a local, state and federal level to achieve educational outcomes for UWA students, and recognises the vital role faculty societies play in this.

The Guild supports online teaching resources to complement face-to-face class time. Online resources should not be implemented as a replacement for class time.

ENVIRONMENTAL ISSUES

GC 94/4
1.0 Platform:

1.1 The Guild recognises that the state of the world's environment is an issue that directly affects every person and that the higher education system plays a dynamic part in forming and developing knowledge, research and technology. The Guild recognises it has an environmental impact and that it has a responsibility to students to investigate cost effective mechanisms for reducing it.

1.2 The Guild recognises that there are students at UWA who wish to lead more sustainable lives and wish to be more sustainable on campus. The Guild supports increasing access to learning and opportunities and the attractiveness of those opportunities in assisting students to be sustainable.

1.3 The Guild recognises that there is a significant student movement encouraging greater sustainability practices and environmental awareness on campus and that this movement requires representation as part of a democratic process.

1.4 The Guild condemns any use of research funding which results in environmentally corrosive products, strategies or policies. Further, the Guild urges funding be priorities in areas of research aimed towards
developing alternative production processes and areas of employment, work practices, etc., that seek to reduce damaging effects upon the environment.

1.5 The Guild recognises that as environment courses that teach and encourage environmental conservation are not of economic priority, as outlined by DEET, and calls upon Federal, State and local governments to recognise the importance of these courses and encourages the maintenance and extension of these courses.

1.6 Further, that courses that contain no environmental content, such as architecture, engineering and economics, etc., that contain no environmentally conscious content, be pressured to include an environmental component in their curricula. The Guild supports the lobbying of academic unions, staff associations, etc., to incorporate environmental awareness content within course curricula.

1.7 The Guild recognises the importance of the inclusion of environmentally aware curriculum within all education courses.

1.8 From this curricula, the Guild supports the:

1.8.1 Students and student organisations working for the extension of democratic processes (that allow students to have input into the formulation of curriculum) by giving them access to whatever resources the Guild has available. Further, the Guild encourages the establishment of avenues to intervene into curriculum development by drawing up guidelines for such intervention.

1.8.2 Seeking of support from trade union and community groups for developing alternative areas of research into employment and production that take into account effects upon the environment, quality and levels of employment and quality of life.

1.9 That the Guild Council condemns any move by the University to build on the Riley Oval green space as endorsed by 1998 Guild Council.

1.10 That Guild Council condemns moves by UWA to sell the Underwood bushland for development, and will campaign to prevent this sale as endorsed by the 2000 Guild Council.

THE GUILD ENVIRONMENT DEPARTMENT

GC 90/65
There shall be an Environment Department of the Guild, which will be headed by a Department officer. The Department will be composed of the Officer, all voluntary student workers within the department, and all Guild members who attend the general meeting of the department.

The functions of the department will be to:
a) actively investigate and make recommendations to Guild Council regarding reducing the guild’s and the university’s environmental impact and increasing opportunities for students to be sustainable.
b) actively implement Guild policy on the environment where appropriate and support the Guild and the University in implementation.
c) liaise with campus and off-campus environmental groups to establish a network of communication between these groups and the Guild and represent this network in the Guild structure;
d) in collaboration with Sustainable Development, co-ordinate the organisation of Environment Week;
e) network with off-campus organisations and environmental officers;

Effective use of resources, recycling of waste materials and use of recycled products where feasible, energy conservation and efficiency, and the maintenance of an ecologically viable and environmentally sensitive local landscape.

2.0 IMPLEMENTATION

2.1 The Guild shall actively encourage and support the establishment and operation of environment groups on campus by giving them working hours access to the room used by the Environmental Office.

2.2 The Guild refuses the use of any Guild premises for any function which involves any form of animal cruelty, be it implicit or explicit. In addition, the Guild can refuse all funding to clubs, faculty, society or any Guild activity, including Host Day and O'Camp, which is deemed by Guild Council to be actively encouraging animal cruelty.

FINANCE

GC93/8
That all overdue accounts be reviewed by Guild Executive before legal action is taken and that, if requested by a student, their anonymity be guaranteed in these proceedings.

GC93/9
That there be documentation for all student's financial obligations to the Guild in order to ensure that all students are fully aware of their financial obligations.

GE 90/91
That all applicants for student loans and loan extensions should be counselled by the Education Office, which will then recommend that the Guild Executive approves or disapproves of each application, with the final decision left to the discretion of the Guild Executive.

REASON FOR GRANTING THE LOAN
The paramount consideration of the Guild Executive is the need of the student and the purpose for which the loan money is intermed. The issue of ability to pay should be an important but secondary issue. This reflects the policy of the Guild that student loans exist for a welfare function rather than as a profit making function.
The executive should consider at least the following when deciding on a person's loan application:

1) The reason that the student wants the loan
2) The student's record of repayment with past loans
3) The current level of the student's indebtedness elsewhere
4) The ability of the student to repay the loan.

The Executive should also be provided with a recommendation from both Guild Finance (regarding the ability of the student and the guarantors to repay) and from the Education Office (regarding the need of the student and the reason given for requiring the loan) before considering the application.

GUARANTORS
Each ordinary loan shall have two guarantors. Guarantors cannot be any of the following:

1) Students (whether part or full time)
2) Under eighteen
3) Spouse or child of the student applying for the loan
4) Guild Staff

Guarantors must be the following:

1) Permanent residents of Western Australia and preferably from Perth.
2) Willing and able to sign and understand the guarantee form and its implications
3) Employed and by different organisations from each other.

PROPER VS IMPROPER USES
It shall be the policy of the Guild that although the Executive shall have the final decision on the loan application the following shall be considered to be improper purposes for both ordinary and emergency loans:

Alcohol, Travel (except where it is a required part of a university course or approved department or faculty conference), Recreational expenses such as concert tickets, stereo systems and others.

Clearly proper purposes would be such items as test books, photocopy fees, rent, bonds on rental properties.

Deadlines for repayment
All loans that are granted after June 30 of a given year shall be repayable six months after that date. It is recognised by the Council that students should be encouraged to repay the loans at the earliest possible convenience and that these dates are maximum periods for the loans and should not be used arbitrarily.

SEPTEMBER 2012
That the UWA Student Guild appreciate the benefits of running a surplus budget where achievable, and find new sources of revenue that aren’t directly extracted from students where possible. However, the Guild should put student interests and needs ahead of financial gain.
GUILD COUNCIL
CONSULTATION

GC 92/1
That when Guild Council deals with matters of concern or affecting clubs or societies (including faculty societies) that the appropriate Subsidiary Council or faculty societies be notified in advance and have the opportunity to make a recommendation to Guild Council. If it is not convenient for these bodies to meet then consultation should be made through the use of a circular motion.

COUNCIL EXECUTIVE RELATIONSHIP

GE 90/2
That the Guild Executive recommends to Guild Council that all Guild Executive resolutions be explained to the satisfaction of Guild Council if requested by any Councillor, except where such disclosures may breech confidentiality.

HONOUR BOARDS
This Guild recognises the contribution that previous Office Bearers have made to the organisation.

ResGC5/7 [Amended by 231GC28/11/03]
That the Guild President, Societies Council President, Education Council President, Public Affairs Council President, Treasurer, Women’s Officer, Welfare Officer, Environment Officers and Guild Sports Representative and Pelican Editor, even if they do not complete their term in office, be recognised on their respective honour boards.

NUS
NUS NATIONAL CONFERENCE DELEGATES
That, if affiliated to NUS, UWA’s NUS National Conference delegates deliver a report to Guild Council outlining in detail what was achieved at National Conference, and all expenses resulting from their attendance.

That the Guild Council recommend to UWA’s NUS delegates, on a state and national level, to sit as independents at National Conference, voting in line with UWA’s needs and priorities as elected representatives of UWA students, and not aligning with a binding faction.

That if this Guild Council chooses not to budget a full quota of delegates for NUS National Conference when affiliated, it is ensured that at least one attending delegate is a female student.

That the delegates for NUS, CISA and CAPA National Conferences meet as soon as possible at the start of their term to discuss issues to raise at the respective conferences.

NUSTRAINING CONFERENCE DELEGATES
That, if affiliated to NUS, this Guild Council budget for 2 delegates to NUS Education Conference and 2 delegates to NOWSA, taking into account available funding from sources outside the Guild.
That, if affiliated to NUS, the Education Council President is automatically authorized as a delegate to NUS Education Conference, and the Women’s Officer is automatically authorized as a delegate to NOWSA. All other delegates (or delegates in their places if they elect to not attend the conference) are to be appointed by Guild Council upon application.

**NU Skinner STATE BRANCH**
That this Council respect that the primary use of the UWA NUS West office in the Guild building is for NUS West Office Bearers.

**CAPA NATIONAL CONFERENCE DELEGATES**
That the PSA president (or relevant PSA delegate) provide a report to Council on CAPA National Conference, and outline all expenses resulting from their attendance.

**CISA NATIONAL CONFERENCE DELEGATES**
That the ISS Director (or relevant ISS delegate) provide a report to Council on CISA National Conference and outline all expenses resulting from their attendance.

**MEDIA AND PELICAN**

**MEDIA**
Recognising our wide ranging audience with a range of tests and ideals, the Guild will take into account the graphics of any advertisement before publishing it, and withhold the right to request a change of layout or refuse to publish it on the ground of its offensive nature.

**2013**
That all casual or part time Guild job vacancies be advertised in the Pelican, G-News and the Guild Facebook page where practicable.

ResGC98/16
That only elected representatives speak on student issues to the media.

*September 2012*
Under no circumstances do staff members comment to media on behalf of the Guild

**PELICAN**
That the Guild supports and facilitates the independent, apolitical selection of editors in a process based on merit to uphold the independence and integrity of the magazine.

**2013**
If the media committee has not been called within a year, than the pelican editor shall be recommended to Guild Council by a panel including the guild design officer, the HR officer and the manager of the media and memberships department (or the equivalent positions), as well as the incoming and outgoing guild presidents.

There shall be good communication between the Pelican Editors and Guild Executive.

Material that relates to student affairs, the Guild or the university will be made available to Guild Executive if they wish to see it before publication. It shall be the Executive’s responsibility to ask Pelican Editors if such material exists.
Pelican content on student affairs will always have room made for a right of reply and guild executive will always be informed before the publication of such material.

That it is Guild policy to promote diversity in the representation of students in the Pelican and other student media.

0106GC/03
That a space be made available in each edition of the Pelican for the exclusive use of the Guild Council, Sub-councils and Departments to disseminate information. If the Guild Council, Sub-councils or Departments have not submitted material by the deadline for all book material set by the Pelican editors then the space shall be used as the editors deem fit.

ResGC5/11
That the Pelican Editor, while editor, is ineligible to run for, or hold a proxy vote on, Council.

**PARKING**

**TRANSPORT & PARKING POLICY**

GC 91/45
That the draft Parking Policy, as attached, be adopted as the Transport and Parking Policy of the Guild.

**TRANSPORT POLICY**

1.2 PARKING FEES
The Guild supports the adoption of a "user pays" policy in place of the current permit parking system, but realises that it may result in inequitable access to parking facilities. Potential problems that must be resolved resulting from the adoption of a user pays policy include:

- Only wealthy students will be able to drive to University, yet it is the financially disadvantaged students who require their cars to get to and from casual employment outside contact hours.

- The cost borne by the car park user will, for the foreseeable future, be cheaper than for parking in the city. The current situation where members of the public are taking advantage of greatly reduced parking fees is indicative of the problems that uncontrolled access on a user pays basis creates.

**Implementation**
1.2.1 The Guild will seek to have a “user pays” system introduced which does not involve a net increase of funds taken from students via parking fees.

1.3 EDUCATING STUDENTS
The Guild of Undergraduates acknowledges that the use of cars by students:

- Further worsens the already untenable parking situation.
- Contributes to financial strains on students and the University.
- Has adverse affects upon our environment.
While recognising its role as representative of student interests at The University of Western Australia, the Guild accepts its responsibility to inform students of actions that they may take to alleviate the parking problem.

**Implementation**

The Guild will institute the following programs over the coming academic years to inform students of alternative transport methods that can be used to reach campus.

1.3.1 An ongoing campaign to encourage students to use alternative methods of transport to cars including:
   - Bicycles
   - Public transport
   - Car pooling
   - Motorcycles, Scooters and Mopeds

1.3.2 The Guild will include information about parking, and alternative means of transport to cars in a direct mail out to our members. Such a mail out may include the following information:
   - Postcode targeted bus timetables.
   - General promotional material that would outline alternative methods of transport.
   - Postcode targeted applications to become part of a car pool in the relevant area.

1.3.3 The compiling of a guide on how to get to and from campus. This guide will be included in the Guild's Orientation pack for students enrolling at the University for the first time in 1992. It will also be available throughout the year for general circulation.

1.4 **PARKING AND TRAFFIC ADVISORY GROUP**

The Guild of Undergraduates is committed to ongoing communications with:

- The University of Western Australia.
- The City of Subiaco and other municipalities that may through their actions affect the situation.
- Transperth.
- Department of Planning and Urban Development.

**Implementation**

1.4.1 Currently the PARKING AND TRAFFIC ADVISORY GROUP advises the Vice-chancellor on changes to University parking policy. In its current form the Group consists of the:
   - Deputy Vice-chancellor (Chairperson)
   - Registrar
   - Vice-Principle Finance and Resources
   - Landscape Architect

With the power to co-opt other members.

The Guild believes that this Group should include representation from the Guild of Undergraduates and representatives from the Subiaco City Council and Transperth on an invitation basis.
1.5 PLANNING INPUT
The Guild of Undergraduates will work to achieve input into the long range planning processes associated with the issue of parking at The U.W.A.

Implementation
1.5.1 Achieve influence through representation on the Parking and Traffic Advisory Group, and negotiation with the other groups that may not be represented on this committee as required by this policy.

1.5.2 Creation of a relationship whereby we can communicate and have input into the decision making processes of the Subiaco City Council. As such we shall seek a written undertaking from the Subiaco City Council to ensure that this is achieved, and that the Guild is part of any decision reached on parking that affects students.

PROSH
GUIDELINES FOR THE EDITOR OF PROSH

02GC
The Editor has the overall responsibility for the content of the annual PROSH paper. In considering this, the Editor should follow the following guidelines when reading submitted material (articles or advertisements) to ensure that they do not invade the privacy/ make improper suggestions about private individuals and that they ensure that they keep the paper in the spirit that the publication (and event) is intended. If the submitted material does not conform to these guidelines then it should not be published.

1. In considering material submitted to PROSH the Editor should consider in what context it is written. The aim is to satirise current affairs, not to defame or slander individuals. If material is more of a personal attack, it should not be used.

2. If any material is about an individual, the Editor should seriously consider the spirit in which the material is written. PROSH is meant to be a light-hearted publication and if the material does not conform to this ideal then it should be disregarded.

3. In considering material, the Editor should also consider how appropriate its subject matter is to wider community. Although PROSH is noted for being in “bad taste”, there are community standards which should be applied. If material is written about a topic that crosses these boundaries, it should be disregarded. Particular attention should be made to submission of material involving children, given the relatively rare circumstances it could be justified that children are public figures. Material involving children should be limited in the paper, and material which uses children in a sexual context should not be included.

4. The Editor should also carefully consider the context in which images are used. An image, if submitted with an article or advertising idea, should be accompanied by the referring article/advertisement. The Editor can then use their judgement as to whether it is appropriate to use this image within the context of the submitted idea. If it is not appropriate, invades an individual’s privacy or is defamatory, it should be rejected.
5. The Editor should consult with the Directors of PROSH about any material that they feel are borderline cases to the above guidelines. The Directors have the right to veto any such material that they feel do not conform to these guidelines.

6. The Editor should conduct a final check of the paper before printing to ensure these guidelines have been complied with.

PUBLIC AFFAIRS

ONE NATION

The UWA Student Guild fundamentally opposes supporting or facilitating any events of discriminatory or offensive nature, and will not financially provide for or offer venues to such events. Furthermore if such an event is held at the university, the Guild President is authorised to communicate with the Vice Chancellor and express the Guild's disapproval.

REFUGEES

Referendum - 22/10/02

That the UWA Student Guild be declared a refugee safe haven.
That the UWA Student Guild support the demand “end mandatory detention.”
That the UWA Student Guild support the demand “welcome all refugees.”
That the UWA Student Guild support the demand “increase the current quota of refugee intake over the current quota of 20,000”
That the UWA Student Guild supports calls to vastly increase the speed of processing refugee applications.

RIGHT TO PROTEST

The UWA student Guild endorses and supports the right for student protest in an non-violent and non-directly offensive nature.

If such action violates the above – the Guild President has the right to take any action at their discretion that they deem appropriate to the actions.

QUEER

00GC02/08

That the Guild supports in principle the need for queer-specific counselling services in Western Australia.

00GC02/10

That the Guild acknowledges the need for queer spaces on university campuses.

That the Guild will not actively support, financially or otherwise, homophobia, biphobia or transphobia in any of its departments or affiliated clubs or in any of their respective campaigns, and reserves the right to withdraw funding and/or support from any such department or affiliated club.

That the Guild will not actively support any external organisation, financially or otherwise that actively encourages homophobia, biphobia or transphobia in any of its activities, policies
or campaigns, and reserves the right to withdraw funding and/or support from any such organisation.

That the Guild Council actively endorse campaigns to repeal homophobic, anti same sex marriage laws, in the name of achieving true relationship equality for all, and support the queer community in doing so.

**SEXUALITY IDENTITY**

ResGC5/8

That the Guild recognise the diversity of sexuality of students and staff at this University and their right to expression of their sexuality without fear of discrimination. Guild Council endorses peoples rights to privacy regarding sexuality identity.

**REPRESENTATION:**

The Guild recognises that there is diversity in the student body and shall endeavour to provide events for the full range of students. Alcohol free events must be provided for underage students. In addition, the Guild acknowledges that there are mature age students and students with families who must be catered for.

All students, including off-campus students, should have access to Student Assist Officers.

**ALBANY CAMPUS**

*September 2012*

1. That the Guild Council, in principle, provides support for the Albany Campus.

2. That Guild Council supports the Albany Students Association as a body affiliated to the Guild and as a point of contact between the Guild and students on the Albany campus.

3. That the Guild provides financial support to the Albany Students Association, following the receipt of a budget proposal at the end of the previous year.

**POSTGRADUATE STUDENTS**

1. The Guild represents all students, regardless of degree. This includes postgraduate students, through the PSA. Faculty Societies, the PSA and the Guild must collaborate to ensure all students are represented and have Guild services available to them.

**MATURE AGE STUDENTS**

1. The Guild supports parents and mature age students on campus, acknowledging the unique challenges they may face.

**SECURITY**

GC 93/6

1. That all members of Executive have permission to be in the Guild Executive Workroom and Guild Staff Room and toilet after hours at all times.

2. That the Guild Executive have security access to Guild Administration and the GP's Secretary's Office after hours for official Guild business.
3. That weekend day time (7am to 6pm) meeting participants have permission to be there, and that the individual who booked the room is in charge to allow students access or refuse entry for the duration of the meeting.

4. That club members that have keys to their room to the top floor of the Guild building be given a key ring with authorisation to be there after hours.

5. That After Hours Security passes be necessary for all students in the building after hours, excluding Executive Members.

6. That club members that have keys to their room on the top floor of the Guild building be given a Guild key ring with authorisation to be there after hours.

**GC 95/1**
That any unauthorised person receive a caution when found in the Guild building, and if it happens a second time the police will handle the matter and all privileges will be withdrawn by the Guild.

**GC 95/2**
That it is the responsibility of the student to contact the Guild President the day of issue of a night pass and the Guild President will only issue the night pass on presentation of the UWA photo student card.

**GC 95/3**
That a night pass is not transferable and any student who gives his or her night pass to a friend; both their privileges will be immediately withdrawn by the Guild.

**ResGC3/7**
That the Guild President and Guild Secretary be Guild night pass signatories and that the Guild President take the necessary steps to inform University Security of the changes, and that the Guild President be informed of any night passes issued by the Secretary.

**ResGC5/2**
That all Department Heads and Subsidiary Council Presidents be allowed permanent night passes for their area.

**97GC05/2**
That the Guild seek to improve security on campus, such as the installation of security phones and maps of their location across campuses.

This Guild supports pressuring the Department of Transport to put more bus services on the frequently used lines used from universities during late evening hours to ensure no student is left sitting in an unsafe area awaiting transport for more than 15 minutes.

**SERVICE LEARNING AGREEMENT**

22
That this Guild Council endorses the Service Learning Agreement with the University and commits the student teams of the Guild to achieving all KPIs listed in the Service Learning Agreement.

**SPORT**

The Guild supports UWA Sports as a centre of sport activity for the University, its students, staff and the surrounding community. The Guild supports the Guild Sports Representative being an active member on the UWA Sports Board and driving a Sports Committee to work with UWA Sports.

The Guild believes that all students should have an opportunity to participate in sporting programs regardless of their financial situation. The Guild therefore supports making inter-faculty sport free and authorises the Guild Sports Representative to advocate for this. The Guild shall then delegate to the Guild Sports Representative the responsibility for ensuring that there are events targeting different sporting ability.

The Guild believes that all students should have an opportunity to participate in sport regardless of their skill ability by providing different programs such as Inter-faculty, Social Sports, Clubs and the opportunity to participate at an elite level.

The Guild promotes a healthy lifestyle by encouraging participation in activities endorsed by UWA Sports. The Guild Sports Representative will be responsible for ensuring Inter-Faculty Sports is well promoted.

**WOMENS REPRODUCTIVE FREEDOM**

That the Guild Council supports a woman’s right to bodily autonomy, the right to free and safe contraception and counselling, informing women of all options and providing the capacity to self determine, and the right to free, safe, legal medical and surgical abortions. Further, the Guild calls for adequate funding of family planning services and counselling, childcare, and welfare payments to provide women with the capacity for self-determination. Finally, the Guild will actively oppose any political or legal challenges to these rights.

That the Guild Council is committed to ensuring the safety of all students, on campus, and at any event run by a department, faculty society, affiliated club or the university. The Guild recognises that a culture exists within universities and in society at large that has the capacity to endanger women’s safety and as such, is committed to providing training, resources and incentives to ensure that all events are safe, inclusive and respectful to all students.

**SEXUAL EXPLOITATION**

Guild Council condemns sexual exploitation by refusing use of any Guild premises for any function which involves any form of sexual exploitation, be it explicit or implicit. In addition, Guild Council can refuse all funding to any club, faculty society or any Guild activity including Host Day and O’ Camp which is deemed, by discipline committee, to be actively encouraging sexual exploitation.
To achieve these ends, the Guild shall provide funding and a room to the Women's Department and shall endeavour to provide any resourcing that the Women's Department requires. The Guild also authorises the Women's Department to and delegates to it the task of:

- Actively campaign to oppose any legal or political challenges to the rights listed above.
- Generate training, resources and incentives to ensure that all events are safe, inclusive and respectful of all students.
- Refer to Guild Disciplinary Committee any Club, Faculty Society or Guild Activity which actively encourages sexual exploitation.

That the guild actively seeks to inform and consult with the women's department when organising or approving safety and security for events where alcohol may be sold or consumed including but not limited to: Camps, Prosh, On Campus Parties and Events. CC'ing an email detailing the event plus safety and security procedures sent no later than a week to womens@guild.uwa.edu.au before the event is adequate for informing purposes. And that, if such a large scale event is planned with no consultation with the women's department, and the women's department feels that such an action may have endangered the safety of female students, the women's department has the right to bring the organisers before the Guild Disciplinary Committee.