

University of Melbourne Student Union
Meeting of the Clubs & Societies Committee



CONFIRMED Minutes

1 pm, Monday February 13, 2023

Meeting 3/23

**Location:
Room 201, Building 168
and**

<https://unimelb.zoom.us/j/83455949386?pwd=M0dPL2tERUZRa3RTQy9HUDBuN2thUT09&from=addon>

Opened at 1.07 pm by Kimberley Ng

1. Procedural Matters

1.1. Election of Chair

Motion 1: That Kimberley Ng be elected as Chair.

Mover: Kimberley Ng

Seconder: Michael Belbruno

CWD

1.2. Acknowledgement of Indigenous Owners

So acknowledged.

1.3. Attendance

C&S Committee: Patrick Irwin, Michael Belbruno, Azalea Rohaizam, Bayden Hill

OB: Kimberley Ng, Renee Thierry

Staff: Fiona Sanders

1.4. Grant speaking rights to Coordinator (Standing Order 21.2)

Motion 2: To grant speaking rights to Clubs Coordinator, Fiona Sanders, under Standing Order 21.3

Mover: Chair

CWD

1.5. Apologies

Marcie Di Bartolomeo

1.6. Proxies

Nil

1.7. Membership

No change

Olivia Whyte arrived at 1:10 pm

1.8. Adoption of Agenda

Add 8.9 Event Calendar, Add 8.10 Asset Presentation

Motion 3: To adopt the agenda circulated with those two additions.

Mover: Chair

CWD

2. Confirmation of Previous Minutes

2.1. January 16, 2023

Change Kimberley Ng's Conflict of Interest from Engineering Students' Society to Engineering Music Society

Motion 4: To adopt the January 16 minutes with the amendment as a true and accurate record.

Mover: Chair

CWD

Motion 5: To rescind Motion 4 from Meeting 2, January 16.

Mover: Chair

Carried

Note Kimberley Ng's Conflict of Interest from Engineering Students' Society to Engineering Music Society

Motion 6: To accept the Meeting 2 minutes with the amendment as a true and accurate record.

Mover: Chair

CWD

3. Conflict of interests

| Name | Conflicts of Interest declared |
|----------------------|---|
| Azalea Rohaizam | Swifties Society |
| Bayden Hill | Science Students Society, Arts Students Society |
| Kimberley Ng | Eurovision Club, Engineering Music Society, Civil & Structural Society |
| Marcie Di Bartolomeo | Media and Communications Students Society, Creative Literature and Writing Society, Publishing Students Society |
| Michael Belbruno | French Club, Very Special Kids Society |
| Olivia Whyte | Debating Society, LING- Linguistics Society |
| Patrick Irwin | Pre-Law Society, Finance Students Association, Commerce Students Society, Debating Society, Liberal Club |
| Renee Thierry | Student Exchange Society |
| Ruby Zheng | Save the Children Club |

4. Matters Arising from the Minutes

4.1. Regulation Review

Interim CEO to complete before new CEO starts.

4.2. Camps & Events Review

4.2.1. Defining High Risk Events

Discussion of high-risk events definition

- Physical Activity;
- Any Off Campus event of over 100 attendees;

Ruby arrived at 1:37 pm and left again

- Cruise;
- Event hosted at a night club

If in doubt come in and see us.

Motion 7: To adopt the discussed definition of High Risk events.

Mover: Michael Belbruno

Seconded: Bayden Hill

For: 4

Carried

4.3. Policy for Adoption:

4.3.1. Expo

Motion 8: To adopt the amended Expo Participation and Table Hire policy disseminated before the meeting.

Mover: Chair

Carried

4.3.2. Lockers

Meritorious allocation preferred, also ask do you have other storage on campus.

ACTION: Fiona to provide a clean copy for next meeting

Break at 2 pm, resumed at 2:08 pm

4.3.3. Camps

Amend "Guidelines" to "Policy"

Remove reference to Responsible Service of Alcohol form

Remove (Camps) from OCA form

Discussed changing the alcohol ceiling from linking to licensed hours to planned serving hours - discuss after this round of camps.

Motion 9: To adopt the Camps Policy with the amendments we have enacted.

Mover: Chair

CWD

5. OB Reports

Motion 10: To accept the OB reports.

Mover: Patrick Irwin

Seconded: Azalea Rohaizam

Carried

6. Correspondence

6.1. Chinese Students & Scholars Association club accounts merge

Defer and ask for attachment.

6.2. Chinese Culture Society exec signatories

Club is compliant. No further action.

6.3. DES President Conduct

President accused of exercising executive power to authorise spending.

Motion 11: To direct the President to attend the next C&S Meeting and bring any relevant committee meeting minutes.

Mover: Patrick Irwin

Seconder: Michael Belbruno

CWD

6.4. Engineering Students Club Camp Alcohol Service

Want to engage mates as servers and licensees.

ACTION: Add submit camp advertising to Camp Policy.

We must regulate for the good of all, not just this one club.

No appetite to amend the previous decision of the C&S Committee.

6.5. Volunteering Fair

Kimberley Ng is going to respond and OBs will do the stall.

7. General Meetings

7.1. Complete for approval

2022 AGMs:

- | | |
|---|---|
| - Accounting Students Association 20-Sep | - Chinese Debating Group 6-Sep |
| - Adventist Students on Campus 9-Sep | - Chinese Literati Society 19-Sep |
| - Agricultural and Food Sciences Society 6-Sep | - Chinese Music Group 15-Sep |
| - Animal Protection Society (UMAPS) 21-Sep | - Classics and Archaeology Society 15-Aug |
| - Australasian Association 19-Sep | - Coffee Appreciation For Enthusiasts 9-Sep |
| - Australian South Asian Healthcare Society 16-Sep | - Commerce Students Society 6-Oct |
| - Banking on Women 20-Sep | - Computing and Information Systems Students Association 15-Sep |
| - Biomedical Engineering Society 15-Sep | - Construction Students Association 24-Aug |
| - Biomedicine Student Society 20-Sep | - Creative Literature and Writing Society 19-Sep |
| - Bubble Tea Society 16-Sep | - Drawing and Painting Club 7-Oct |
| - Bullet Journal and Stationery Club (BJSC) 12-Aug | - Economics Student Society of Australia 21-Sep |
| - Cantonese Students Association 24-Aug | - Embrace Education 13-Sep |
| - Catholic Society 12-Sep | - Enactus 19-May |
| - Chariot Journal 15-Sep | - Engineers Without Borders 6-Sep |

- Eurovision Social Club 21-Sep
- Film Society 16-Sep
- Geomatics Society 21-Sep
- Habitat for Humanity 21-Sep
- Indian Club 21-Sep
- Indian Graduate Students Society 21-Sep
- International Commerce Students Society 27-May
- Islamic Society 16-Sep
- Jewish Students Society 13-Oct
- Kpop Club 13-Sep
- LING — Melbourne University Linguistics Society 14-Sep
- Marketing Intelligence 17-Sep
- Melbourne Energy Students Association 23-May
- Melbourne Microfinance Initiative 20-Sep
- MUR Motorsports 21-Sep
- Optometry Students Society 10-Oct
- Overseas Christian Fellowship (O.C.F) 16-Sep
- Pakistani Society 1-Oct
- planetUNI 21-Sep
- Potter Heads 15-Sep
- Production Society 11-Oct
- Publishing Students Society 20-Sep
- Quantitative Trading Society 20-Sep
- Responsible Artificial Intelligence Development 13-Sep
- Save the Children Club 16-Sep
- Sexpression 14-Sep
- Singapore Students Society 19-Sep
- Soccer Appreciation Society 5-Sep
- Social Impact Investment Fund 14-Sep
- Socialist Alternative 17-Aug
- Students Association of Management and Marketing 20-Sep
- TEDxUniMelb 16-Sep
- Toastmasters 24-May
- Unimelb Love Letters 19-Sep
- Vets Beyond Borders 20-Sep
- Vietnamese Students' Association 20-Sep
- Wildlife Conservation Society 13-Sep
- Women* in Science and Engineering (W.I.S.E.) 21-Sep
- Youth Charity Society 8-Aug

SGMs:

- Banking on Women 9-Aug
- Bollywood Club 23-Sep
- Chinese Culture Society 10-Aug
- Christian Union 14-Oct
- Enactus 13-Oct
- Engineering Students Club 27-May
- Labor Club 11-Oct
- Melbourne Alternative Protein Project 20-Sep
- Soccer Appreciation Society 10-Oct
- Socialist Alternative 7-Oct
- Women in Economics Students Society 26-Oct

Motion 12: To accept all the completed AGMs and SGMs *en bloc*

Mover: Chair

Carried with 1 abstention

7.2. For discussion

Azalea Rohaizam left at 3:30 pm

Azalea Rohaizam returned at 3:35 pm

Archicle AGM (16-Sep)

Inquorate and no response to email sent 23/10/22

Petition to disaffiliate Archicle for not holding a valid AGM in 2022 (failed to reach quorum), Regulation 6.1.a (5.2).

Petitioned by Michael Belbruno & Bayden Hill

BusinessOne Consulting University of Melbourne AGM (21-Sep)

Amendment to the Constitution were not circulated in AGM notices

Petition to put BusinessOne Consulting University of Melbourne on 12 months' probation for not complying with their own constitution in giving notice of constitution changes (Regulation 6.1.d).

Petitioned by Michael Belbruno & Bayden Hill

Motion 13: To declare the amendment to the BusinessOne Consulting University of Melbourne invalid.

Mover: Michael Belbruno

Seconder: Bayden Hill

CWD

E-sport Association AGM 7-Oct

Did not use OpaVote but votes were tallied through Zoom

Petition to put E-sport Association on probation for 12 months for failing to provide documentation (opavote voting) as directed by committee (Regulation 6.1.h).

Petitioned by Bayden Hill & Azalea Rohaizam

Interprofessional Education and Practice Health Students Network AGM 5-Sep

Education Officer or Curriculum Officer (in constitution) (advertised as education officer even if different in Constitution; no website notice; treasurer's report opening balance should be from last AGM

Petition to put Interprofessional Education and Practice Health Students Network on 12 months' probation for failure to provide notice to all members (website members) (Regulation 6.1.a (5.2.1)).

Petitioned by Azalea Rohaizam & Bayden Hill

University Network for Investing and Trading (UNIT) AGM 17-Sep

Late email Notice and no website notice sent to members. AGM occurred on a Saturday (already received 12 month probation for this)

No further discipline

Motion 14: To declare the Jewish Students Society AGM on Sept 5 invalid.

Mover: Michael Belbruno

Seconder: Azalea Rohaizam

Carried with 2 abstentions

Solidarity Student Club AGM 16-Sep

No email notice

Petition to put Solidarity Student Club on 12 months' probation for failure to provide notice to all members (no email notice) (Regulation 6.1.a (5.2.1)).

Petitioned by Michael Belbruno & Bayden Hill

History Society AGM 20-Sep

No email notice

Petition to put History Society on 12 months' probation for failure to provide notice to all members (no email notice) (Regulation 6.1.a (5.2.1)).

Petitioned by Michael Belbruno & Azalea Rohaizam

Chinese Students and Scholars Association AGM 10-Oct

No email notice

Petition to put Chinese Students and Scholars Association on 12 months' probation for failure to provide notice to all members (no email notice) (Regulation 6.1.a (5.2.1)).

Petitioned by Bayden Hill & Michael Belbruno

Students' Real Estate Association AGM 20-Sep

No email notice

Petition to put Students' Real Estate Association on 12 months' probation for failure to provide notice to all members (no email notice) (Regulation 6.1.a (5.2.1)).

Petitioned by Azalea Rohaizam & Bayden Hill

Veterinary Students Society of Victoria (Parkville) AGM 15-Sep

No notice to members signed up via website

Petition to put Veterinary Students Society of Victoria (Parkville) on 12 months' probation for failure to provide notice to all members (website members) (Regulation 6.1.a (5.2.1)).

Petitioned by Michael Belbruno & Azalea Rohaizam

Lawyers Without Borders AGM 21-Sep

No notice to members signed up via website

Petition to put Lawyers Without Borders on 12 months' probation for failure to provide notice to all members (website members) (Regulation 6.1.a (5.2.1)).

Petitioned by Bayden Hill & Michael Belbruno

Speech Pathology Students' Society AGM 19-Sep

No website notice, the club's reasoning being: To avoid double-up on emails, we compiled all our members from our list and the website to send one AGM Notice Email (the list of emails have been provided in the Email PDF below). Previous SGM email received from the UMSU website mailing service: We have previously received complaints (re: SGM notice email) about website emails going to spam or receiving too many emails – and therefore not attending the SGM as a result.

No disciplinary action, accept AGM

Greens Club AGM 20-Sep

Inquorate (17/21) and bank statements do not match the date (OBS) and the closing balance noted in the Treasurer's Report. No Zoom Report or timestamped attendance list for AGM. RO seconded 5 candidates. The club did not correct their submission but replied that they are struggling with AGM requirements as an "under resourced and inexperienced" committee.

Petition to disaffiliate the Greens club for failing to hold a quorate AGM in 2022 (Regulation 6.1.a (5.2)).

Petitioned by Michael Belbruno & Azalea Rohaizam

Petition to put Greens club on probation 12 months for failure to submit required documents directed by the C&S department (Regulation 6.1.h).

Petitioned by Michael Belbruno & Bayden Hill

Apollo Music Society AGM 19-Sep

RO nominated VP

Petition to put Apollo Music Society on probation for 12 months for breaching the Regulations (RO interference in the election) (Regulation 6.1.a (5.2.3.a))

Petitioned by Azalea Rohaizam & Bayden Hill

Wine Society AGM 16-Sep

Sponsorship declaration is missing 2 executives as they were uncontactable for a large part of the semester.

Petition to put Wine Society on probation for 12 months for failure to submit valid documentation (Regulation 6.1.h).

Petitioned by Michael Belbruno & Azalea Rohaizam

Melbourne International Relations Society AGM 19-Sep

AGM was inquorate (17/23 attendees) and there are missing docs (exec List, Constitution, Pres Report) that were not submitted by the deadline.

Petition to disaffiliate the Melbourne International Relations Society for failing to hold a quorate AGM in 2022 (failing to reach quorum, Regulation 6.1.a (5.2)).

Petitioned by Michael Belbruno & Azalea Rohaizam

Petition to place Melbourne International Relations Society on probation 12 months for failure to submit required documents (Regulation 6.1.d).

Petitioned by Michael Belbruno & Bayden Hill

Korean Students Society AGM 14-Oct

The club did not ratify their existing constitution as they thought it was not necessary if there are no amendments being proposed to members.

Petition to put Korean Students Society on probation for 12 months for not complying with their own constitution in not ratifying constitution at AGM (Regulation 6.1.d).

Petitioned by Bayden Hill & Azalea Rohaizam

Filmmakers Collaborative AGM 12-Sep

Email Notice was sent 4 academic days before AGM.

Petition to put Filmmakers Collaborative on 12 months' probation for not complying with their constitution to give sufficient Notice (Regulation 6.1.d).

Petitioned by Michael Belbruno & Azalea Rohaizam

Earth Sciences Students Society AGM 21-Sep

Returning Officer nominated (1) and seconded (3) several others during the election.

Petition to put Earth Sciences Students Society on probation for 12 months for breaching Regulations (RO interference in the election) (Regulation 6.1.a (5.2.3.a))

Petitioned by Michael Belbruno & Bayden Hill

Egyptian Club AGM 26-Aug

No email notice

Petition to put Egyptian Club on 12 months' probation for failure to provide notice to all members (no email notice) (Regulation 6.1.a (5.2.1)).

Petitioned by Michael Belbruno & Azalea Rohaizam

Mandarin Christian Fellowship AGM 21-Sep

Inquorate - only 14/22 could be verified as members. They were given until Jan 30 but club informed that there was a failure of record-keeping and were not able to check each member's status until after the AGM.

Petition to disaffiliate the Mandarin Christian Fellowship for failing to hold a valid AGM in 2022 (failing to reach quorum), Regulation 6.1.a (5.2).

Petitioned by Michael Belbruno & Bayden Hill

Motion 15: To accept the listed AGMs except the inquorate ones (Archicle, Greens Club, Melbourne International Relations Society and Mandarin Christian Fellowship).

Mover: Renee Thierry

Seconder: Azalea Rohaizam

Carried with 2 abstentions

Break at 3:56, resumed at 4:02 pm

8. Other Business

8.1. Training Obligations

General Meeting Training – two Executives, including the Secretary/Minute-taker

Treasurer's Training – Treasurer & recommended President (does not have to be repeated)

Applying for Grants Training – at least two exec (does not have to be repeated)

Governance & Financial Management Training – compulsory for the President, Secretary & Treasurer, recommended for all exec (does not have to be repeated)

Patrick Irwin left at 4:10 pm.

Motion 16: To make all the training obligations compulsory as discussed.

Mover: Chair

Carried with one abstention

8.2. General Meeting Obligations

Recommend that clubs provide an accessible attendance option (online).

Voting:

- If by show of hands: encourage OpaVote, can use zoom hand functions
- Remember to check that all voters are members, and not voting twice
- Keep the Zoom report if you have online attendance

8.3. Payment applications – purchases pre-dating grants opening

Patrick Irwin came back at 4:28 pm

If expenditure in 2023, it's acceptable.

Late events to be managed upon application.

8.4. Melbourne Plus extra-curricular recognition

Club execs can retrospectively apply for recognition of club volunteering.

8.5. Awards 2022 unpaid invoice

Motion 17: To pay \$121 to Flash Printing from the Special Projects line.

Mover: Michael Belbruno

Seconder: Bayden Hill

Carried

8.6. Risk Assessment/COVID Compliance

Previously discussed

8.7. Alcohol Process

As in the Bulletin, approval first, then go and buy it.

8.8. FMAA Disaffiliation Appeal

Have appealed, will be heard by Students' Council

8.9. Promo Calendar Appearance

Patrick Irwin left at 4:40 pm

Can we do both, or go back to the list?

Club Name show up in the listing? – can this be automated, or compulsory to use your club name (not abbreviation) – but stop saying MU

8.10. Asset Presentation

Defer

8.11. SummerFest

Rostering: Before and After the Expo

Other business:

Kimberley Ng will send a When2Meet for Semester 1 meetings.

Exec Mixer: Week 4, Wednesday (March 22nd)

Workshop Dates proposed Week 2, 3, 5. Kimberley Ng will send a When2Meet.

9. Meeting Schedule and Next Meeting

When2Meet, aim for Week 1.

10. Close

Meeting closed at 4:51 pm