Minutes of Clubs and Societies Committee meeting held 20/12/2013

University of Melbourne Student Union

Minutes of the 2014 Clubs & Societies Committee Elect

Meeting 1/2013

CONFIRMED

2 PM, 20/12/13

Location: Tsubu, University of Melbourne

Agenda

1. Procedural Matters
   1.1. Election of Chair
   1.2. Acknowledgement of Indigenous Owners
   1.3. Attendance
   1.4. Apologies (Alice Ferguson, Dorothy Teng)
   1.5. Proxies
   1.6. Membership
   1.7. Adoption of Agenda

2. Correspondence
   2.1. Transition Memorandum
   2.2. Physiotherapy Students Society: pilates classes

3. Policy

4. Orientation

5. Clubs Guide

6. Online Grants

7. Open Date for Grant Applications

8. Policy development
   8.1. Privacy
   8.2. Camps/Alcohol
   8.3. Lockers

9. Other Business

10. Next Meeting (time, date)

11. Close
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Meeting Opened at 2:07pm by Tom Walker

Agenda Item 1: Procedural Matters

1.1. Election of Chair

Motion 1: That Rachel Withers be elected chair.
Moved: Tom Walker Seconded: Melinda Keys

1.2. Acknowledgement of Indigenous Owners
So acknowledged

1.3. Attendance
2014 Committee: Jade Eckhaus, Tom Hays, Melinda Keys, Stephen Smith
2013 Committee: Chris Heath, Sophie Sheehan, Yitong Wang, Patrick Clearwater
Office Bearers: Tom Walker, Rachel Withers
C&S Staff: Fiona Sanders

1.4. Apologies
2014 Committee: Alice Ferguson, Dorothy Teng, Jim Smith

1.5. Proxies
Nil

1.6. Membership
Not applicable – first meeting

1.7. Adoption of Agenda

Motion 2: That the agenda be adopted.
Moved: Chair

Agenda Item 2: Correspondence

Procedural Motion: To move to item 2.2
Moved: Chair

2.2. Physiotherapy Students Society: pilates classes
Discussion, decided that this was a disproportionate distribution to some members so they should not be able to use their grants. However, they could apply for hiring an instructor to run classes on campus or they can apply for an excursion subsidy.

Agenda Item 3: Policy

Procedural Motion: To strike item 3
Moved: Chair

Agenda Item 4: Orientation

Arrangements that have been made:
- South Lawn with 83 clubs each day
- $1500 has been paid out of 2013 budget for PA/Tech
Performances – try to schedule popular contenders during the middle of the day.
The program will cost around $15,000. People will be needed to help set up stalls
Regarding pop-ups/unauthorised stalls - don’t waste your energy on them, not our concern except where they are in a booked space. Uni security will deal with obstructions to walk-ways.
Tuesday is the OB day, Rachel and Tom will be there to spruik
Need volunteers on Thursday and Friday
Suggestion to look into getting badges done professionally

**Agenda item 5: Clubs Guide**

Clubs guide: get it done by Farrago as UMSU Communications has cancelled the publication. Need separate handouts – easy to distribute.

| Motion 3: That the OBs commission Farrago to arrange the Clubs Guide. |
| Moved: Stephen Smith | Seconded: Jade Eckhaus |
| CWD |

Numbers: 1 for each copy of Farrago and some overruns.

**Agenda item 6: Online Grants**

Explained the history of the issue. Will look into it again mid-to-late January.

**Agenda item 7: Open Date for Grant Applications**

Defer till next meeting

Officers to get onto Declan about setting the budget

| Procedural Motion: To return to item 2.1 |
| Moved: Chair |
| CWD |

2.1. Transition Memorandum

- Clubs Online System should long term plan to replace all admin process that can be such as membership lists and AGM paperwork.

**2:45pm – 5 minute recess**

- Club camp compliance: Guidelines to be created
  - Meeting with O-camp clubs
  - Seems to be pretty good compliance
  - Needs to encompass all clubs (not just Course O Camps)
  - Resources in 2014 to be fully set up for 2015
  - Evaluation for camp participants
- Privacy protocol
  - O-Week is peak time: urgent
  - Not a uniform policy applicable to all clubs
  - But policy that clubs must have a policy and that sets minimum standards
- Logo use
  - Stephen Smith to take this up
  - C&S to own the policy and edits, not communications
- International Student Representation
  - Is it tokenism or representation
  - 2013 committee decided not to take further action on
- Small campuses
  - Consider late applications
  - They want clubs
  - Attend their O-week
  - Staff attend during the year
- Affiliation on new clubs/existing clubs
  - Redo procedures

Recommended to have a standing sub-committee on Regulation and Policy which would meet fortnightly.
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Procedural Motion: To return to item 8.
Moved: Chair
CWD

Agenda item 8: Policy development

8.1 Privacy
   Discussed above
8.2 Camps/Alcohol
   - Training mid-January
   - Policy/Guidelines/Regulation late January
   - Are camps over-sexualised? Is providing condoms the answer or the problem?
8.3 Lockers
   Work on really soon

Agenda item 9: Other Business

Melinda Keys congratulates Tom Walker and Rachel Withers on getting elected.

Motion 4: To establishes the Regulation and Policy Sub-Committee of the Clubs and Societies Committee to include the Office Bearers, Jade Eckhaus, Stephen Smith, Melinda Keys and anyone else who is interested.
Moved: Stephen Smith Seconded: Melinda Keys
CWD

Agenda item 10: Next Meeting (time, date)
   Next meeting Wednesday 29 January 2014

Agenda item 11: Close
   Meeting closed at 3:30pm by chair