

**University of Melbourne Student Union
Clubs and Societies Report
Esther Luk
To C&S Committee 12(25)
1 Aug 2025**

Hi all, thank you for helping at Winterfest! It was a great event and things ran quite smoothly. I'm looking forward to this semester and to more of my long-term projects (really need to overhaul the Canvas trainings).

1. **Winterfest:** I allocated all clubs to their stall locations, considering groupings, conflicts, and power. I then prepared the expo maps with help from UMSU Design, and coordinated printing. I made social media posts about club categories and club listings for each day a week in advance. I noted that the 'day 1' and 'day 2' wording needs to be in the biggest font on all designs for it to be effective, as students still don't realise that there are different clubs on different days. I planned out navigation posters and put them up, and also coordinated the use of the LCD screens. UMSU Design helped to create the files, AVM helped to set up the TVs, and I was in charge of the TVs on both days. During the expo, I mostly manned the stall in Market Hall, answering questions and directing people around. I also helped to fix OHS problems where needed, and I taped an arrow to the ground outside from Market Hall to 168 for navigation needs. Finally, I helped to check on stalls throughout the expo, and we moved some stall locations around for better walking.
2. **Winterfest debrief:** After Winterfest, we looked at ways we could improve the experience for students. The main things we found issue with were navigation and marketing, as well as stall locations for each club across years. I have written up a tips document for next year's OBs, and have also made a list of clubs that have had 'bad' stalls this year. In addition, we wrote to various staff departments of UMSU to plan for next year. I am also thinking of writing up some more detailed plans for navigation around Market Hall and Building 168 while I have the knowledge of what works and what doesn't.
3. **Room bookings:** I attended the Elected Reps meeting on the 15th of July to advocate for changing the microwave space into a rehearsal and events room. We talked about how the current options are adequate but not enough, and how a space for clubs would be much more welcomed. The meeting seemed to be productive, but I am still waiting to see some concrete change.
4. **Regulations and policy:** I did a bit of a policy review recently during O-week. Most policies are fine, but the Pinboard Policy is no longer relevant, and there are some changes I want to make to some of the other policies. I have also proposed some more regulation changes in line with clarifying and simplifying practices.
5. **Awards Night:** Ewan and I distributed responsibilities for Awards Night. I set up the performance form and the ticketing, and wrote and sent the email to all execs. I am

also helping to coordinate designs for the certificates, as well as security, bins etc. I will be keeping on top of ticketing, designs, and decorations.

6. **Office hours:** I printed out the semester 2 version, and it is now on our office door!

Sorry there is only one line on this page :(

**University of Melbourne Student Union
Clubs and Societies Report
Ewan Bezzobs
To Clubs and Societies Committee 12(25)
04/08/2025**

This report must be completed according to instructions outlined in R11(f) of the Council Charter

Hi all, congratulations on the start of Semester Two and apologies I have been a bit absent across the most recent period, it's been a bit of a difficult/challenging time, and I have found it a bit hard to get into the C&S Office with other stuff going on. Thank you for all your support across Winterfest and the general consensus of the C&S Office was the event ran smoothly and well.

Key Activities

Summary of actions and achievements since last report:

1. C&S Awards Night

- a. As you all have hopefully seen the C&S Awards Night will take place on Tuesday August the 26th. Due to updated information on how liquor licensing at campus events works we will be running the event at free of cost for club executives initially and then potentially general committee members as well based on ticket sales. The event will be held again in Market Hall, and we have shifted the time slot back half an hour to from 7 – 9pm to 6:30pm – 8:30pm.

2. Winterfest

- a. Thanks for all the support of you all for Winterfest. The addition of the two buildings with two C&S Info Desks and a whole range of new foot traffic and areas for students to explore presented significant challenges for the Office to manage. The club's expo ran well with strong foot traffic in the area that I was stationed (Building 168) and equally good interest in Market Hall. My recommendation for the future is that we retain the two buildings structure which provides an opportunity for more clubs to register expo stalls and look to maximise information, flow and foot traffic between the two areas through continued social engineering.

3. Office Hours

- a. I have set my office hours for this semester as 10am – 5pm Monday to Wednesday, these hours may be somewhat variable, and I will certainly be in other days outside of these two, but I do hope to be in the C&S Office more across Semester Two.

That's all from me for now, thanks again for all your support you guys are an awesome committee and good luck with all upcoming assignments and early MST's across this period.