

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



Confirmed MINUTES

10 am Wednesday May 31, 2023

Meeting 10/23

Location:
Room 201, Building 168
and Zoom

(<https://unimelb.zoom.us/j/88306224926?pwd=OTUyYVJESWt2RDgwa1dKM0tVS2Fydz09&from=addon>)

Meeting opened by Kimmy Ng at 10:06 am

1. Procedural Matters

1.1. Election of Chair

Motion 1: To elect myself, Kimberley Ng, as chair.

Mover: Kimmy Ng Second: Marcie Di Bartolomeo

Carried

1.2. Acknowledgement of Indigenous Owners

So acknowledged

1.3. Attendance

Committee: Azalea Rohaizam, Marcie Di Bartolomeo, Michael Belbruno, Patrick Irwin, Leon Paratz, Mahsa Nabizada, Sreekar Reddy Chitivolu

C&S OBs: Kimmy Ng, Renee Thierry

Staff: Fiona Sanders

Other: Carey Loh (Psychology Association)

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

Motion 2: To grant speaking rights to Fiona Sanders, the C&S Coordinator under Standing Order 21.2.

Mover: Chair

CWD

1.5. Apologies

Nil

1.6. Proxies

Nil

1.7. Membership

1.7.1. Replacement of Olivia Whyte

Olivia did not apply for retrospective leave, Sreekar appointed by countback.

1.7.2. Canvas subject

All committee added to the Canvas subject, Ciara apologised for not putting them on sooner.

1.8. Adoption of Agenda

Motion 3: To adopt the agenda as circulated with the papers.

Mover: Chair

CWD

2. Confirmation of Previous Minutes

Note that Marcie's surname (middle) is capitalised, incorrect sometimes in Minutes 9. Also noting that most of the committee were absent and quorum was made of proxies, so cannot vote on confirmation.

Motion 4: To confirm the minutes from 9 (23) with the correction as a true and accurate record.

Mover: Chair

For: 2

Abstentions: 5

Carried

3. Conflict of interests

Michael Belbruno, Patrick Irwin and Leon Paratz updated their conflicts.

Sreekar Reddy Chitivolu arrived at 10:16 am

The committee introduced themselves to the new member and Sreekar declared his conflict of interest.

Name	Conflicts of Interest declared
Azalea Rohaizam	Swifties 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, Student Exchange Society
Patrick Irwin	Pre-Law Society, Finance Students Association, Commerce Students Society, Debating Society, Liberal Club, Media and Communications Students Society
Renee Thierry	Student Exchange Society
Leon Paratz	Physics Students Society, Jewish Students Society, Media and Communications Students Society
Mahsa Nabizada	Women in Technology, Embrace Education
Sreekar Reddy Chitivolu	Indian Graduate Students Society

Procedural motion: To discuss 4.1.1.1.3 Psychology Association

Mover: Chair

4. Matters Arising from the Minutes

4.1. Discipline

4.1.1. Assets

4.1.1.1. Broken:

4.1.1.1.3. Psychology Association

Broken Assets: Australia-China Youth Association, Egyptian Club, Psychology Association, Youth Charity Society

Stat dec provided; no reason for breakage.

Discussion of why the committee would discipline the club if an asset is broken.

Motion 5: To uphold the petition to suspend asset grants for Psychology Association for 4 months for breaking an asset (Reg 6.1.q).

Mover: Michael Belbruno

Second: Leon Paratz

For: 3

Against: 3

LOST

Carey Loh left at 10:30 am

4.1.1.1.1. Australia-China Youth Association

Stat dec provided; broken in the wind at SummerFest

Motion 6: To uphold the petition to suspend asset grants for Australia-China Youth Association for 4 months for breaking an asset.

Mover: Leon Paratz

Second: Marcie Di Bartolomeo

Against: 7

LOST

4.1.1.1.2. Egyptian Club

No correspondence

Motion 7: To uphold the petition to suspend asset grants for Egyptian Club for 4 months for breaking an asset.

Mover: Michael Belbruno

Second: Marcie Di Bartolomeo

For: 6

Abstention: 1

Carried

4.1.1.1.4. Youth Charity Society

Stat dec provided; broken during improper use.

Motion 8: To uphold the petition to suspend asset grants for Youth Charity Society for 4 months for breaking an asset.

Mover: Leon Paratz

Second: Michael Belbruno

Against: 7

LOST

4.1.1.2. Lost (Korean Students Society)

Motion 9: To uphold Petition to suspend Korean Students Society asset grants 4 months for lost asset (Reg 6.1.q)

Mover: Michael Belbruno

Second: Marcie Di Bartolomeo

For: 4

Against: 2

Abst: 1

Carried

4.1.1.3. Late (MTech)

Motion 10: To uphold the petition to suspend Technology Consulting Club asset grants 3 months for late presentation (Reg 6.1.a (7.2.e))

Mover: Leon Paratz

Second: Michael Belbruno

CWD

4.1.2. Youth Charity Society

Motion 11: To uphold the petition to suspend Youth Charity Society excursion grants for 6 months for not providing adequate documentation to the C&S department for their excursion (Reg 6.1.a (7.6)).

Mover: Marcie Di Bartolomeo

Second: Michael Belbruno

For: 4 Against: 2

Carried

4.2. Regulation Review

FS will update next meeting

4.3. Policy

4.3.1. Camp Policy (Alcohol quantity, Camp advertising, Nudity)

4.3.2. Expo Policy

4.3.3. Anti Hazing Policy

Staff & OBs will revisit after exams

4.4. Science Students Society SRHC meeting & undertaking

Correspondence reply, will be undertaking a handover soon from old executive and will take up the recommendations to that time.

Discussion of how grievances are reported – they will come in via different channels.

Grievance reporting mechanism is being set up but must be careful not to give the impression that the C&S department will investigate grievances of a person-to-person nature.

4.5. Lockers & Mailboxes

Mail has been distributed to club mailboxes

ACTION: Announce in Bulletin, and update/advise addresses

4.6. Directed SGMs

4.6.1. Chinese Debating Group (W3 Correct Constitution) – May 22

Currently processing

4.6.2. Chinese Food Hunters Club (April 19, elect VP properly)

The SGM is not quorate. Renee is very frustrated, but the club did not check membership in the SGM.

4.6.3. Engineering Students Club (April 24, ratify correct constitution)

Complete

4.6.4. Melbourne Energy Students Association (W4, correct constitution)

Have been disaffiliated.

4.6.5. Pirates (May 5, ratify 2022 AGM)

Complete

4.6.6. MIRS (May 8, Ratify 2022 AGM)

Currently processing

4.7. FMAA Financial Reporting

A background provided. FMAA has now provided exec minutes showing financial decision making. Satisfied with the correspondence.

Want to see the budget, a continued submission of executive minutes, external audit results, along with an update to C&S on splitting accounts

Monthly Financial & Activity reporting is acceptable as already submitted

At the AGM they need to provide Melbourne branch reporting

ACTION: Kimmy Ng to contact Disha about petition and proper process

Motion 12: To direct the FMAA to provide the Melbourne budget approved by the exec committee, and any additional executive minutes and the Financial & Activity reporting by next the C&S meeting.

Mover: Marcie Di Bartolomeo

Seconder: Azalea Rohaizam

CWD

Motion 13: To direct FMAA to provide audit report and an update on splitting accounts once the audit is complete.

Mover: Marcie Di Bartolomeo

Seconder: Sreekar Chitivolu

CWD

Motion 14: To direct FMAA to provide Melbourne-only financial reporting at their AGM.

Mover: Marcie Di Bartolomeo

Seconder: Mahsa Nabizada

CWD

Procedural motion: To take a 10 minute accessibility break.

Mover: Chair

CWD

Break at 10:32 am, resumed at 11:42 am

4.8. Induction

Want to make a Handbook and Induction, more of a How-to-get-started, Committee co-created

Union House Theatre induction model

ACTION: Fiona Sanders to follow up with Union House Theatre

Patrick Irwin returned at 11:48 am

4.9. Opening Affiliations

On May 19 the CEO presented a report on the state of C&S to Students' Council, which included that Maria is leaving, appointment of a Full-Time staff member is recommended, and several other efficiency initiatives.

The report also recommended that affiliations be opened for Sem 2, and also a preview round to prepare over the holidays and hold IGMs early in Sem 2, to divide the workload of the batch.

The report was approved.

There was brief discussion of how to take memberships and attendance

ACTION: Fiona Sanders to make a recommendation to next Committee

Kimmy also reminded the Committee that C&S department is not an infinite resource. We need to manage the clubs we have, consider new applications carefully, and disaffiliate of non-functional clubs.

There was also a discussion of reallocation of UMSU resources/finances to C&S and some questions about the budget mechanisms of UMSU.

4.10. Cambodian Students Society appeal and membership

Students' Council upheld their appeal on their disaffiliation. They now have 30 members. No further action

5. OB Reports

Brief discussion of initiatives to be undertaken over the mid-year break, especially creating the online training.

Motion 15: To accept the OB reports

Mover: Marcie Di Bartolomeo

Secunder: Azalea Rohaizam

CWD

6. Correspondence

6.1. Health Promotions app

Motion 16: To direct the OBs to attend the health promotion thing.

Mover: Leon Paratz

Secunder: Marcie Di Bartolomeo

For: 6

Carried

6.2. MaCSS Activity Reporting

Kimmy asked that the conflicted Committee members not speak.

The SGM to wind up was convened; the members voted against the winding up, and elections were held.

The club is requesting an Activity Reporting waiver, their only event was the SGM

Ideas:

- An event from Promo period apply to this Semester
- Discipline to hold accountable

Motion 17: To direct MaCSS to hold 4 events in Semester 2 to fulfil their annual Activity Reporting requirements.

Mover: Michael Belbruno

Second: Azalea Rohaizam

For: 4

Abstentions: 3

Carried

Motion 18: To waive the obligation to report events in Sem 1 for MaCSS

Mover: Michael Belbruno

Second: Azalea Rohaizam

For: 4

Abstentions: 3

Carried

7. Grants

7.1. Correspondence

7.1.1. EMS 19436 & 19435

Leon Paratz & Sreekar Chitivelu left at 12:21 pm

Amend recommendations to approve EMS grants

7.1.2. Oaktree 19360

Leon Paratz & Sreekar Chitivelu came back at 12:26 pm

Certificate of Currency provided late by the venue.

Motion 19: To rescind the rejection of 19360 and approve 19360.

Mover: Michael Belbruno

Second: Marcie Di Bartolomeo

For: 6

Carried

7.1.3. Robogals 19387

Venue confirmation was never received.

Motion 20: To approve 19387.

Mover: Michael Belbruno

Second: Marcie Di Bartolomeo

CWD

7.1.4. Clinical Audiology 19441 & 19442

Grants originally rejected due to poor SFH planning. Late resubmission to provide a proper food plan.

Motion 21: To fully approve the CASA grants 19441 & 19442

Mover: Leon Paratz

Second: Patrick Irwin

For: 2

Against: 2

Abst: 3

LOST

Motion 22: To approve 19441 and 19442 at 50% due to late submission.

Mover: Michael Belbruno

Second: Marcie Di Bartolomeo

For: 6 Abst: 1

Carried

7.2. OB Recommendations

CSF19520	Korean Students Society	01/06/2023	Grant for Discussion: Insufficient Purchase Details	reject
CSF19526	Bubble Tea Society	01/06/2023	Grant for Discussion: Joint Grant	approve
CSF19525	Data Science Student Society	01/06/2023	Grant for Discussion: Joint Grant	approve
CSF19454	Film Society	19/05/2023	Grant for Discussion: Joint Grant	approve
CSF19481	Language Exchange Club	26/05/2023	Grant for Discussion: Joint Grant	approve
CSF19457	Oxfam Group	19/05/2023	Grant for Discussion: Joint Grant	approve
CSF19430	Oxfam Group	19/05/2023	Grant for Discussion: Joint Grant	approve
CSF19500	Cantonese Students Association	24/05/2023	Grant for Discussion: Late	reject
CSF19483	Coffee Appreciation For Enthusiasts	19/05/2023	Grant for Discussion: Late	reject
CSF19514	Creative Literature and Writing Society	24/05/2023	Grant for Discussion: Late	reject
CSF19436	Engineering Music Society	21/05/2023	Grant for Discussion: No Certificate of Currency submitted	approve
CSF19453	Hong Kong Students Association	26/05/2023	Grant for Discussion: No Risk Assessment attached	reject

CSF19452	Hong Kong Students Association	23/05/2023	Grant for Discussion: No Risk Assessment attached	reject
CSF19463	Habitat for Humanity	24/05/2023	Grant for Discussion: Off Campus Exemption:	approve
CSF19462	Habitat for Humanity	20/05/2023	Grant for Discussion: Off Campus Exemption:	approve
CSF19469	Apollo Music Society	26/05/2023	Grant for Discussion: Off Campus Exemption: No theatres available for booking during the dates for the size of our ensembles and expected audience turnout.	approve
CSF19332	Ring of Choir	21/05/2023	Grant for Discussion: Off Campus Exemption: There are no escape rooms on campus and we are not able to satisfactorily recreate the experience in an on-campus room.	approve
CSF19494	Swifties' Society (Taylor's Version)	22/06/2023	Grant for Discussion: Off Campus Exemption: Venue has appropriate equipment and catering facilities to hold a EOX party, as well as a space that can hold a large capacity. In addition to this, it's difficult to find an available space on campus that can be booked after hours (past 5pm until 11pm).	approve
CSF19439	Vets Beyond Borders Student Chapter	17/05/2023	Grant for Discussion: Other: Category (should be Function)	approve, move categories
CSF19509	Eurovision Social Club	26/05/2023	Grant for Discussion: Other: Expired Certificate of Currency (21/5)	approve conditionally on providing in date certificate
CSF19475	Let's Talk Conversation Group	22/05/2023	Grant for Discussion: Other: Insufficient Risk Assessment (doe snot consider COVID risks and	reject

			appears to be for wrong event)	
CSF19511	Philosophy Society	26/05/2023	Grant for Discussion: Other: Joint Grant/Late	reject
CSF19442	Clinical Audiology Students' Association	15/05/2023	Grant for Discussion: Other: Late (2 days late, resubmission due to changed food plans as club did not have Certificates or proper plan)	Approve 50%
CSF19441	Clinical Audiology Students' Association	15/05/2023	Grant for Discussion: Other: Late (2 days late, resubmission due to changed food plans as club did not have Certificates or proper plan)	Approve 50%
CSF19465	Let's Talk Conversation Group	11/05/2023	Grant for Discussion: Other: Late (after the event)/Risk Assessment insufficient (no covid protocols)	reject
CSF19464	Let's Talk Conversation Group	15/05/2023	Grant for Discussion: Other: Late/Insufficient Risk Assessment (no covid protocol)/Awaiting venue confirmation	reject
CSF19480	StartUp Link Unimelb	20/05/2023	Grant for Discussion: Other: Late/Risk Assessment does not have covid measures	reject
CSF19459	Coffee Appreciation For Enthusiasts	19/05/2023	Grant for Discussion: Other: Late/unclear if event end date 6/5/23 is an error or if the club applied for one grant for an 8-day event/Awaiting venue confirmation/No Risk Assessment attached	reject
CSF19435	Engineering Music Society	21/05/2023	Grant for Discussion: Other: No certificate of currency/OCE	Approve

CSF19444	Very Special Kids Society	19/05/2023	Grant for Discussion: Other: No sports insurance/Awaiting venue management confirmation	reject
CSF19479	TEDxUniMelb	26/05/2023	Grant for Discussion: Other: Non-standard Risk Assessment used (no covid measures)	reject
CSF19486	TEDxUniMelb	26/05/2023	Grant for Discussion: Other: Non-standard Risk Assessment used/No COVID measures (e.g. staying home when sick, sanitisers etc)	reject
CSF19485	TEDxUniMelb	26/05/2023	Grant for Discussion: Other: Non-standard Risk Assessment used/No COVID measures (e.g. staying home when sick, sanitisers etc)	reject
CSF19356	Australian South Asian Healthcare Society	27/05/2023	Grant for Discussion: Other: Not a club "Function" for members / Fundraiser (technically "for profit") / Off Campus (Bunnings)	approve
CSF19489	Malaysians of Melbourne University	20/05/2023	Grant for Discussion: Other: OCE/No Risk Assessment attached	reject
CSF19450	Chocolate Lovers Society	18/05/2023	Grant for Discussion: Other: Risk Assessment incomplete	reject
CSF19493	Collective Neuroscience Society	24/05/2023	Grant for Discussion: Other: Risk Assessment upload could not be opened	approve conditional on providing sufficient risk assessment that can be opened
CSF19447	Gleam Up Beauty, Business and Science	18/05/2023	Grant for Discussion: Other: Risk Assessment uploaded in field for venue confirmation	approve conditional on providing venue confirmation

CSF19515	French Club	30/05/2023	Grant for Discussion: Other: UMSU logo not displayed at event (design submitted showed membership cards)	reject
CSF19461	Biomedical Engineering Society	29/05/2023	Grant for Discussion: SFH not compliant - insufficient food handling details	reject
CSF19496	Electrical Engineering Club	25/05/2023	Grant for Discussion: SFH not compliant - insufficient food handling details	reject
CSF19470	Graphic Design Club	23/05/2023	Grant for Discussion: SFH not compliant - insufficient food handling details	reject
CSF19504	Technology Consulting Club (Mtech)	25/05/2023	Grant for Discussion: SFH not compliant - insufficient food handling details	reject
CSF19523	Women in Technology	01/06/2023	Grant for Discussion: SFH not compliant - insufficient food handling details	reject
CSF19455	Bangladeshi Student Society	25/05/2023	Grant for Discussion: Waiting for venue management confirmation	approve conditional on providing venue confirmation
CSF19499	Chocolate Lovers Society	25/05/2023	Grant for Discussion: Waiting for venue management confirmation	approve conditional on providing venue confirmation
CSF19467	Earth Sciences Students Society	31/05/2023	Grant for Discussion: Waiting for venue management confirmation	approve conditional on providing venue confirmation
CSF19501	Islamic Society	26/05/2023	Grant for Discussion: Waiting for venue management confirmation	approve conditional on providing venue confirmation
CSF19488	Sri Lankan Graduates' Society	24/05/2023	Grant for Discussion: Waiting for venue management confirmation	approve conditional on providing

				venue confirmation
CSF19471	Vietnamese Students' Association	23/05/2023	Grant for Discussion: Waiting for venue management confirmation	approve conditional on providing venue confirmation
To approve all Standard Grants <i>en bloc</i>				

Motion 23: To reject CSF19515.

Mover: Azalea Rohaizam

Secunder: Leon Paratz

For: 6

Abstain: 1

Carried

Motion 24: To reject CSF19514.

Move: Leon Paratz

Secunder: Azalea Rohaizam

For: 6

Abstain: 1

Carried

Motion 25: To reject CSF19523

Move: Leon Paratz

Secunder: Azalea Rohaizam

For: 6

Abstain: 1

Carried

Motion 26: To approve 19494.

Mover: Marcie Di Bartolomeo

Secunder: Leon Paratz

For: 6

Abstain: 1

Carried

Motion 27: To accept all remaining Officer recommendations

Move: Leon Paratz

Secunder: Azalea Rohaizam

CWD

8. General Meetings

8.1. Report

8.1.1. Australian South Asian Healthcare Society

Motion 28: To declare the SGM invalid as it was not in person and did not have quorum.

Mover: Michael Belbruno

Seconder: Azalea Rohaizam

CWD

8.1.2. Melbourne Microfinance Initiative

No action, will accept with all complete GMS

8.1.3. Speech Pathology Student Society

Motion 29: To declare both SPSS SGMs invalid as they did not meet quorum.

Mover: Michael Belbruno

Seconder: Marcie Di Barolomeo

CWD

Chocolate Lovers Society SGM – invalid as it was inquorate

Motion 30: To accept all completed AGMs and SGMs *en bloc*.

Mover: Chair

CWD

9. Other Business

9.1. WinterFest

9.1.1. Expo

3-day expo, July 19 to 21, from 11 am to 2 pm

Power will be by special request only.

Discussion around using the second floor, and ensuring the lift is working and signed. We will ask for proper internal signage.

Leon asked about affiliating clubs, and was advised it was later on the Agenda.

9.1.2. Promo

Events will need to be listed on the clubs calendar.

Azalea Rohaizam left at 12: 59 pm

Motion 31: To set the Promo requirement for Semester 2 O-Week and Welcome Back Weeks as putting the event on website a week in advance (that is by the same deadline as grant applications, midnight on the same day of the event a week in advance), for the period of Monday 17 July (Week 0) to Sunday August 6 (Week 2).

Mover: Marcie Di Bartolomeo

Seconder: Leon Paratz

For: 5

Carried

ACTION: Coordinator to take screen shots of the calendar each day, and put in Promo Period Clubs Online message to save the screen shot and put in grant.

9.1.3. New Clubs

Discussion of if applicant clubs can be at expo. Exceptional situation with a preview round. C&S should help clubs and nurture affiliation.

Leon declares an interest as an applicant group.

The question is asked if this would apply to groups reaching out for WinterFest who will be Sem 2 applicants. Noting that Students Council made a clear definition of the preview batch as those who had expressed interest in the website form.

It is suggested to open to current affiliates first and then consider capacity to house affiliating clubs. Possibly consider them on a case-by-case basis.

Also, a mid-semester expo for new clubs is suggested.

Continue the discussion next meeting when there is a clear idea of numbers.

9.1.4. Sustainability

Discussion about a ban on single-use plastics.

Consider a cap on printing.

Renee Thierry left at 1:23 pm

Policy for WinterFest 2023:

- C&S will not fund single use plastic bags
- Clubs must consider the reusability of give-aways
- Clubs must consider digital alternatives to printing and sponsor materials

Discuss next meeting: Clubs must provide a receptacle for recyclable give-aways

9.2. Winter break meetings

9.2.1. New Clubs / Regular business

Mahsa Nabizada left at 1:30 pm

10 am June 26 for new clubs

10 am July 6 regular business

9.2.2. Catering

Motion 32: To approve \$50 for each of the winter meetings for catering from Special Projects (Executive Mixers (Events (General) GL Code: 03-60-605-3840))

Mover: Marcie Di Bartolomeo

Seconder: Patrick Irwin

For: 5

Carried

10. Next Meeting

10 am Monday June 26

11. Close

Closed at 1:34 pm by Kimmy Ng