

**University of Melbourne Student Union**

**Meeting of the Clubs & Societies Committee**

**Unconfirmed Minutes**

**12 pm, 18 December 2020**

**Meeting 1/21**

**Location: Zoom**

**Meeting opened at 12:05 pm by Kalyana Vania**

1. **Procedural Matters**
   1. Election of Chair

**Motion 1: To appoint Kalyana Vania as chair.**

Mover: Kalyana Vania Seconder: Muskaan Hakhu

**CWD**

* 1. Acknowledgement of Indigenous Owners

So acknowledged

* 1. Attendance

C&S Committee: Swetha Jinson, Surabhi Mishra, Aaron Lee, Rachel Kirby, Joshua Seddon

C&S Officer: Kalyana Vania & Muskaan Hakhu

Staff: Fiona Sanders

Clubs: Pirates & Cider Appreciation Society (Ruby Field, Ella Jenkins), Holly Farmer (Cider Appreciation Society), Rachel Lam (Chemical Engineering Society), Isaac Hayes (Vegan Club), Sami Zehir (Turkish Society), Kevin Ze Hao Li (Japanese Club), Baris Dincer (Turkish Society), Bernice Tang (Japanese Club)

* 1. Grant speaking rights to Coordinator (Standing Order 21.2)

**Motion 2: To grant speaking rights to Fiona Sanders under 21.2 of the Standing Orders.**

Mover: Chair

**CWD**

* 1. Apologies

Jordan Di Natale, for the first part of the meeting

* 1. Proxies

Jordan Di Natale to Swetha Jinson, until Jordan attends the meeting

* 1. Membership

Kalyana welcomed everyone to the C&S Committee

* 1. Adoption of Agenda

**Motion 3: To adopt the agenda presented in the latest email with the addition of 7.10 Australasian Association event and 7.11 Covid plan**

Mover: Chair

**Carried**

1. **Conflict of interests**

|  |  |
| --- | --- |
| **Name** | **Conflicts of Interest declared** |
| Muskaan Hakhu | Bollywood Club |
| Swetha Jinson | Australian South Asian Healthcare Society |
| Surabhi Mishra | Fantasy and Science Fiction Appreciation Society |
| Aaron Lee | Science Students Society |
| Rachel Kirby | Ring of Choir |
| Joshua Seddon | Biomedicine Students Society |

1. **Matters Carried Forward**
   1. Petitions to Discipline
      1. AGMs
         1. Melbourne Energy Students Association

AGM was not held, due to a severely depressed second semester intake for their course. Pervious Committee wished to give them a very limited opportunity to hold the meeting in early 2021, with a deadline of Friday Week 2 (March 13)

Discipline procedures discussed.

**Motion 4: To uphold the petition to place Melbourne Energy Students Association on probation until they hold the 2020 AGM (Regulation 6.1.a (5.2).**

Mover: Chair

**Carried**

* + - 1. Mauritian Students Society

Club has not submitted anything beyond emailing the AGM notice to us. They have been contacted several times with no submission.

**Motion 5: To uphold petition 2 which is to disaffiliate Mauritian Student Society due to not holding an AGM in 2020 (Regulations 6.1.a (5.2)).**

Mover: Chair

**Carried**

* + 1. Activity Reporting

Petition 3 includes the list of clubs that had not completed Activity Reporting for Semester 2, 2020 by the deadline. They are Coffee Appreciation For Enthusiasts, Agricultural and Food Sciences Society, Australian Students Society of Haematology, Chemical Engineering Students Society, Chinese Debating Group, Chinese Food Hunter Club, Chocolate Lovers Society, Cider Appreciation Society, E-sport Association, Finance Student Association, Healthy Eating and Nutrition Society, International Youth and Students for Social Equality, Islamic Society, Japanese Club, Let’s Talk Conversation Group, Moda9 Melbourne Fashion Society, Piano and Music Society, Pirates, Russian Society, Students' Real Estate Association, Turkish Society, University Network for Investing and Trading (UNIT), Vegan Club

All clubs have now reported except Coffee Appreciation for Enthusiasts (have advised that no events were held) and Russian Society (no report received).

**Kevin Ze Hao Li left at 12:30 pm**

**Motion 6: To uphold the petition to place on probation *en bloc* those clubs who have completed reporting, which excludes Russian Society and Coffee Appreciation For Enthusiasts.**

Mover: Chair

Against: 5

**Lost**

**All club representatives left at 12:36 pm**

**Motion 7: To motion *en bloc* to put Coffee Appreciation For Enthusiasts and Russian Society on probation until July 31, 2021 for failing to provide members activities in accordance with the C&S Committee’s special 2020 provisions (Regulation 6.1.a (5.4)).**

Mover: Chair

**CWD**

Discussion of Petitions to suspend grants for Jazz at Melbourne, Chinese History and Garment Society, International Students Travel Group, and Melbourne Energy Students Association. All clubs have not provided Activity Reporting and are already on Probation.

Discussion of reason and type of discipline. Members of the Committee were concerned that something must be done, but that suspending grants severely limits the capacity to hold events. General discussion of a shorter suspension.

**Motion 8: To uphold *en bloc* petitions 4 to 7 and suspend the grant for the 4 clubs until the end of week 4 (Friday March 26, 2021) for not providing members activities in accordance with the C&S Committee’s special 2020 provisions (Regulation 6.1.a (5.4)).**

Mover: Chair

**CWD**

* + 1. ASOC Safe Food Handling

Perishable food in care packs, delivered to members, without Food or Covid safety plans.

**Motion 9: To uphold petition 8 to put Adventist Students On Campus on probation until July 31 2021, under Regulation 6.1.s.**

Mover: Chair

**CWD**

**Jordan Di Natale arrived at 1:07 pm**

* 1. Directed General Meetings

C&S Committee advised that there are several clubs that have been directed to hold Special General Meetings by the end of Week 4, Semester 1, 2021 to complete and correct various issues with their AGMs.

Also two clubs to hold their AGM, by the end of Week 2, Semester 1, 2021.

* 1. Regulation review

Regulations were reviewed as a part of Renew our UMSU review in 2019. A new constitution was adopted and the C&S Regs are no longer entirely consistent with the Constitution. The Regs were also reviewed by the solicitors engaged by UMSU, but this was largely an unhelpful review that messed thing up. Since then, the Coordinator, the C&S Committee and the UMSU Legal and Advocacy manger have reviewed the Regulations. They are now awaiting further review by the UMSU CEO for adoption by Students’ Council.

The difficulty is when we wish to amend the Regulations; which version do we amend.

**ACTION: Fiona to send the Moore’s version around to Committee**

There are further amendments in progress: Conflict of Interest and Council Attendance, to be added to the Moore’s version.

* 1. Electoral Guidance

C&S has approached Above Quota Elections to write a standard guide for club AGM elections.

There was brief discussion about website presentation of club information, and it was explained that the website is currently being reviewed, and any specific suggestions can be sent through and discussed with the UMSU Communications team.

Also discussed the requirement that it be accessible, in plain English

**ACTION: Continue work with AQE to develop the election guide.**

Suggested content:

* Returning Officer Do & Don’t
* Voting methods (raising hands / secret / accountability)
* Member rights
* What your committee consists of (constitution amendment to change committee)
* Scrutineering

**Joshua Seddon proxies to Aaron Lee and leaves at 1:30 pm**

**Procedural motion 1: To accept Joshua Seddon’s proxy to Aaron Lee.**

Mover: Jordan Di Natale

**CWD**

* 1. Wellbeing Training

Jordan explained the proposed program:

* Online
* Face-to-Face
* Activity Template

Muskaan and Kalyana also indicated that they want to see a Respect module introduced.

Discussion of difficulty of moving forward with actually building training.

Muskaan & Kalyana will meet with the Respect taskforce

**ACTION: OBs report back on Respect Taskforce next meeting**

* 1. SummerFest 2021

Committee has seen the current shape of SummerFest, with on-campus stalls pushing attendance toward the online Expos. The on-campus stalls will need to be staffed, and C&S Committee will be asked to assist with this.

Fiona has a mystery meeting this afternoon about developments in SummerFest, and it is foreshadowed that things will change again.

1. **Officers Report**

**Motion 10: To accept the OB reports.**

Mover: Jordan Di Natale Seconder: Surabhi Mishra

**CWD**

1. **Correspondence**
   1. Chinese Literati Society

C&S is not in a position to make grants available in the Summer, due to no budget and regulatory non-grants period.

No action.

* 1. Obstetrics & Gynaecology Society

**ACTION: Review the Regulation regarding on-campus banking**

**Motion 11: To accept the Obstetrics & Gynaecology Student Society pre-existing bank account, on the condition that they provide evidence that the account requires two signatures to withdraw money.**

Mover: Chair

**CWD**

1. **General Meetings**
   1. Compliant
      1. AGMs
         1. Actuarial Students' Society15-Oct
         2. Biochemistry Club 30-Oct
         3. Bollywood Club 26-Oct
         4. Coffee Appreciation For Enthusiasts 16-Oct
         5. Embrace Education 22-Oct
         6. Fotoholics – Photography Club 19-Oct
         7. Islamic Society (correct one) 28-Oct
         8. Let’s Talk Conversation Group 16-Oct
         9. Mandarin Language Club 20-Oct
         10. Philosophy Society 29-Oct
         11. Postgraduate Environment Network 30-Oct
         12. Russian Society 16-Oct
      2. SGM
         1. Construction Students Association 29-Oct

**Motion 12: To accept all the compliant AGMs and SGM *en bloc.***

Mover: Chair

**CWD**

**10 minute break required at 2 pm**

**Meeting resumes at 2:10 pm**

* 1. For Discussion
     1. Korean Students Society (directed to submit revised minutes (complete))

**Motion 13: To accept the Korean Student Society AGM.**

Mover: Jordan Di Natale Seconder: Muskaan Hakhu

**CWD**

* + 1. Vegan Club (directed to provide statutory declaration re: Treasurer’s membership (complete))

**Motion 14: To accept the Vegan Club AGM.**

Mover: Jordan Di Natale Seconder: Muskaan Hakhu

**CWD**

* + 1. Agricultural and Food Sciences Students Society (Did not elect 2nd VP / one too many GC)

**Motion 15: To direct Agricultural and Food Sciences Students Society to hold an SGM by the end of week 4, Semester 1 2021, to hold a new election of the whole committee.**

Mover: Chair

**CWD**

**Motion 16: To accept the remainder of the AGM for Agricultural and Food Sciences Students Society.**

Mover: Chair

**CWD**

* + 1. Wu Cultural Society (elected extra GC Vice Officer of Department of Publicity due to constitutional anomaly)

**ACTION: Advise that the Vice Officer** **of Department of Publicity is not a member of the voting committee until the constitution is amended**

**Motion 17: To direct the Wu Cultural Society to submit the proposed constitution amendment for approval to the C&S Committee by January 19.**

Mover: Muskaan Hakhu Seconder: Swetha Jinson

**CWD**

**Motion 18: To direct the Wu Cultural Society to hold an SGM by end Week 4, Semester 1, 2021 to present the amendment to the members.**

Mover: Muskaan Hakhu Seconder: Rachel Kirby

**CWD**

* + 1. Chinese History and Garment Society 20 Oct (RO elected to GC, No proper attendance list (cannot confirm quorum), no Attendance Confirmation, Financial reporting ends 31 July 2020)

Additionally, at the end of 2019 they were directed to ratify the inquorate 2019 AGM at an SGM early in 2020, which was scheduled for March 11 (before the close-down). They are on probation for failing to report the SGM on request of the C&S Committee. They were further directed to ratify the 2019 AGM at the 2020 AGM and this did not occur.

**Petition 1: To disaffiliate Chinese History and Garment Society on basis of Regulation 6.1.a. (5.2.5.c.&f and 5.2.3.a) and 6.1.d (Financial reporting AGM to AGM) and 6.1.h.**

Petitioners: Jordan Di Natale and Rachel Kirby

* + 1. Chinese Food Hunter Club (Minutes incomplete, Cashflow & Bank Statement don’t match (Statement & Report), Non-member elected, (overdue))

**Petition 2: To place Chinese Food Hunter on probation until July 31 2021 under 6.1.h for failure to submit documents by deadline sent by C&S staff**

Petitioner: Rachel Kirby and Jordan Di Natale

* + 1. Healthy Eating and Nutrition Society (Minutes revision required (overdue))

**Petition 3: To place HENS on probation until July 31, 2021 under 6.1.h for failure to submit documents by deadline sent by C&S staff.**

Petitioners: Jordan Di Natale, Swetha Jinson, Aaron Lee

* + 1. Chinese Debating Group (RO participated in election, Sponsorship signed by incoming committee, No Attendance Confirmation (Overdue))

**Motion 19: To declare the election of the Chinese Debating Group invalid and direct the club to hold an SGM to elect committee before end week 4, Sem 1, 2021.**

Mover: Muskaan Hakhu Seconder: Jordan Di Natale

**CWD**

**Petition 4: To place CDG on probation until July 31 under 6.1.a (5.2.3a (Ro participates in election), 6.1.h for failure to submit documents by deadline sent by C&S staff.**

Petitioners: Rachel Kirby, Jordan Di Natale, Sura Mishra

* + 1. Cider Appreciation Society (Sponsorship signed by 2/5 Exec, No Attendance Confirmation)

The club has no sponsorships in place.

**Motion 20: To accept the sponsorship form by the Cider Appreciation Society despite having 2 out of 5 exec signed.**

Mover: Aaron Lee Seconder: Rachel Kirby

**CWD**

**Petition 5: To put Cider Appreciation Society on probation until July 31 for failure to comply C&S request (attendance confirmation). 6.1.h**

Petitioners: Jordan Di Natale and Rachel Kirby

**Motion 21: To accept Cider Appreciation Society AGM**

Mover: Jordan Di Natale Seconder: Rachel Kirby

**CWD**

1. **Other Business**
   1. Bank Account Compliance

Set a further deadline of January 4 for the non-responders, Officers & Coordinator to review in the week of Jan 4 and report back to C&S Committee

**Procedural motion 2: To go to item 7.10.**

Mover: Chair

**CWD**

7.10 Aa Event

Committee advised of a report of a club event that had no covid planning or permissions in place.

**ACTION: Send to club and ask for response**

**Fiona Sanders left at 3:30pm**

* 1. Lockers

Rachel notes for OBs to consider the potential for clubs to submit request for a different locker when University open up, and to keep it fair for all clubs to have a chance to request for larger lockers, given that they are in high demand.

* 1. Membership Data

No new membership data

* 1. Budget

Jordan proposed OBs to look at section 8.3.8, 8.3.9 , 8.1.d on C&S regulations and ask Fiona for the grant calculator when designing the budget.

* 1. Extra Clubs training

OBs to work on actually designing the program for Wellbeing and Respect training

OBs informed committee on the approved motion passed on council for the 4 RSA and 4 SFH courses

Aaron noted to consider the possibility of delivering Wellbeing and Respect training on camps

* 1. Clubs Guide

OBs informed committee on aims to provide translation for clubs guide in pdf format (Mandarin, Hindi, Arabic, Vietnamese, Bahasa Indonesia), along with the usual printed one in English

Jordan suggested to work with Language staff from the university

* 1. Grant Regulation Changes

Change to add increase reimbursement rate for P&H (Events)

* 1. Clubs Collective
  2. Aims and goals for OBs in 2021

**Defer items 7.7, 7.8, 7.9 toto “Other matters” for next clubs meeting**

* 1. Covid Update

**Fiona Sanders came back at 3:45 pm**

SummerFest: it looks like there may be an opportunity for Faculty Clubs to be on-campus. There will also hopefully be an UMSU carnival including General Interest clubs days in Semester 1.

Off Campus Events: no longer need to be approved by the Pandemic Response Team. Info will be sent early next week about events.

Camps: in principle agreement that clubs can hold camps. Will send information early next week as well.

1. **Next Meeting (TBD, January 2021)**

**ACTION: Kalyana to make a timetable poll and set date in first week Jan.**

1. **Close**

**Meeting closed at 3:57 pm**