**University of Melbourne Student Union**

**Meeting of the Clubs & Societies Committee**

**Confirmed Minutes 20**

**1 pm, Thursday October 27, 2022**

**Meeting 20/22**

**Location: C&S Office and Zoom**

**Meeting opened at 1:07 pm by Eleanor Cooney Hunt**

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

**Motion 1: To elect myself, Eleanor Cooney Hunt, as chair.**

Mover: Eleanor Cooney Hunt Seconder: Eddie Biggs

CWD

**Imke Pansegrouw and Azalea Rohaizam arrived at 1:09 pm**

* 1. Acknowledgement of Indigenous Owners

*So acknowledged*

* 1. Attendance

C&S Committee: Sam Kirby, Eddie Biggs, Kimberley Ng, Imke Pansegrouw, Ethan Yuen

C&S Committee-Elect: Bayden Hill, Marcie Di Bartolomeo, Michael Belbruno, Patrick Irwin, Azalea Rohaizam, Olivia Whyte

C&S Officer: Eleanor Cooney Hunt

C&S Officer-elect: Renee Thierry (also Kimberley Ng)

Staff: Fiona Sanders

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

**Motion 2: To grant speaking rights to the clubs coordinator, Fiona Sanders.**

Mover: Chair

For: 4

Carried with 1 abstention

* 1. Apologies

*Nil*

**Olivia Whyte arrived at 1:13 pm**

* 1. Proxies

*Nil*

* 1. Membership

*No changes*

* 1. Adoption of Agenda

**Motion 3: To adopt the Agenda as presented.**

Mover: Chair

CWD

1. **Ratify Previous Minutes**
	1. Thursday October 20, 2022

*Defer*

1. **Conflict of interests**

|  |  |
| --- | --- |
| **Name**  | **Conflicts of Interest declared** |
| Eleanor Cooney Hunt | Student Exchange Society  |
| Samuel Kirby | Ring of Choir, Fantasy and Science Fiction Appreciation Society |
| Ethan Yuen | Apollo Music Society, Civil and Structural Society, Engineers Australia, Embrace Education |
| Imke Pansegrouw | Student Exchange Society |
| Edward Biggs | Arts Students Society  |
| Jack Finlay | Science Students Society, Australian Music Appreciation Society |
| Kimberley Ng | Eurovision Social Club |
| Bella Henry | Transit Riders Alliance for Melbourne Students, Women in Commerce and Politics, Genetics Society |

No changes. When the 2023 committee meets, they will declare interests then.

1. **OB Report**

**Motion 4: To accept the OB report, as presented in the minutes.**

Mover: Samuel Kirby Seconder: Ethan Yuen

CWD

1. **Grants**

**Office Bearer Recommendations:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Grant Reference Number** | **Club Name** | **Grant Type** | **Date** | **OB Recommendation** |
| CSF18434 | Earth Sciences Students Society | Purchases & Hiring (Events) | 26/10/2022 | Approve grant at 50% due to late submission |
| CSF18474 | Media and Communications Students Society | Function | 28/10/2022 | Approve grant at 50% due to late submission |
| CSF18431 | Thai Student Association | Function | 28/10/2022 | Approve grant |
| CSF18433 | Egyptian Club | Purchase (Other) |  | Approve grant |
| CSF18450 | Statistics and Mathematics Postgraduate Society | Function | 25/11/2022 | Approve grant and OCE |
| CSF18449 | Statistics and Mathematics Postgraduate Society | Function | 18/11/2022 | Approve grant and OCE |
| CSF18448 | Statistics and Mathematics Postgraduate Society | Function | 11/11/2022 | Approve grant and OCE |
| CSF18447 | Statistics and Mathematics Postgraduate Society | Function | 04/11/2022 | Approve grant and OCE |
| CSF18467 | Robogals Melbourne | Function | 28/11/2022 | Approve grant and OCE |
| CSF18438 | Postgraduate Physics Students’ Society | Function | 09/12/2022 | Approve grant and OCE |
| CSF18437 | Postgraduate Physics Students’ Society | Function | 11/11/2022 | Approve grant and OCE |
| CSF18456 | French Club | Purchase (Other) |  | Approve grant on the condition that the keychain design is submitted and sufficient |
| CSF18469 | Egyptian Club | Function | 24/11/2022 | Approve grant (ensuring that there are no overlapping expenses paid) |
| CSF18468 | Egyptian Club | Function | 24/11/2022 | Approve grant (ensuring that there are no overlapping expenses paid) on the condition that the new certificate of currency is submitted and sufficient |
| CSF18335 | Catholics of One Spirit Down Under | Purchases & Hiring (Events) | 21/11/2022 | Approve grant and OCE on the condition that the certificate of currency, which is currently out of date, is resubmitted and sufficient. |
| CSF18435 | Macedonian Students Society | Function | 17/11/2022 | Approve grant and OCE |
| CSF18427 | Indonesian Students Association | Purchases & Hiring (Events) | 24/10/2022 | Reject grant |
| CSF18459 | Data Science Student Society | Function | 27/10/2022 | Approve grant at 50% due to late submission on the condition that evidence of a venue booking is provided.  |
| CSF18458 | Data Science Student Society | Function | 25/10/2022 | Approve grant at 50% due to late submission on the condition that evidence of a venue booking is provided.  |
| CSF18446 | Statistics and Mathematics Postgraduate Society | Function | 28/10/2022 | Approve grant at 50% due to late submission |
| CSF18464 | Physiotherapy Students’ Society | Purchases & Hiring (Events) | 24/11/2022 | Approve grant under Functions on the condition that a certificate of currency and a venue COVID plan are submitted before the event |
| CSF18453 | Film Society |  Excursions | 04/12/2022 | Approve grant on the condition that a certificate of currency and a venue COVID plan are submitted before the event and an OC Activity Perform is provided |
| CSF18439 | Enactus | Purchase (Other) |  | Approve grant on the condition that designs are submitted and are complete with UMSU logos, unless item is too small |
| CSF18444 | Adventist Students on Campus | Purchases & Hiring (Events) | 28/10/2022 | Approve grant on the condition that designs are submitted and are complete with UMSU logos, and evidence of a venue booking is provided. Adopt UMSU COVID Safe Plan if event is public-facing. |
| CSF18472 | Chocolate Lovers Society | Purchase (Assets) |  | Approve on the condition that the final design is submitted and complete with UMSU logo |
| CSF18440 | Construction Students Association | Function | 18/11/2022 | Approve grant and OCE on the condition that a valid certificate of currency is submitted before the event |
| CSF18425 | Wildlife Conservation Society | Function | 17/11/2022 | Approve grant and OCE on the condition that a current certificate of currency is resubmitted |
| CSF18465 | Technology Consulting Club (Mtech) | Function | 18/11/2022 | Approve grant and OCE on the condition that a current certificate of currency and a COVID Plan is provided before event |
| CSF18442 | Unimelb Love Letters | Purchases & Hiring (Events) | 23/11/2022 | Approve grant on the condition that a current certificate of currency is submitted and food is served at the event.  |
| CSF18473 | Let’s Talk Conversation Group | Purchase (Assets) |  | Approve grant for board games; reject grant for film for polaroid  |
| CSF18479 | Youth Charity Society | Purchases & Hiring (Events) | 19/11/2022 | Reject grant as SFH Plan must be submitted and sufficient or grant will be automatically rejected |
| CSF18477 | Youth Charity Society | Function | 19/11/2022 | Reject grant as SFH Plan must be submitted and sufficient or grant will be automatically rejected |
| CSF18475 | Youth Charity Society | Purchases & Hiring (Events) | 19/11/2022 | Reject grant as SFH Plan must be submitted and sufficient or grant will be automatically rejected |
| CSF18481 | Korean Students Society | Function | 02/12/2022 | Reject grant as SFH Plan must be submitted and sufficient or grant will be automatically rejected |
| CSF18484 | Korean Students Society | Function | 16/12/2022 | Reject grant as SFH Plan must be submitted and sufficient or grant will be automatically rejected |
| CSF18483 | Korean Students Society | Function | 23/12/2022 | Reject grant as SFH Plan must be submitted and sufficient or grant will be automatically rejected |
| CSF18482 | Korean Students Society | Function | 09/12/2022 | Reject grant as SFH Plan must be submitted and sufficient or grant will be automatically rejected |
| CSF18428 | Film Society | Function | 26/10/2022 | Reject grant as SFH must be compliant or grant will be automatically rejected |
| CSF18430 | Film Society | Function | 28/10/2022 | Reject grant as SFH must be compliant or grant will be automatically rejected |
| CSF18441 | Debating Society | Function | 16/12/2022 | Approve on the condition that the venue booking is submitted |
| Approve all standard grants *en bloc* |

**Motion 5: To accept the Office Bearer recommendations**

Mover: Chair

CWD

1. **Camp Review Actions**

Discussion of the process to get to the position of two reports – Risk Assessment and Well Being Support and Leader Empowerment. Long list of recommendations.

Discussion of how the committee will move forward with the recommendations.

Absolutely necessary:

* Risk Assessment and Code of Conduct/Leader Quals
* Mandatory Training Obligations

Fiona Sanders to begin work with CEO/Work Safety Hub on the risk management and Leader Qualifications

Discussion of mandatory training and resource (budget) allocation.

Mandatory training obligations:

* RSA (if alcohol is provided) – 1 per 20 campers, recommendation that all have it
* SFH (if serving food themselves without a caterer) – one certified SFH qualification (committee member) and online SFH for other cooks
* First Aid – 1 per 20 campers (club organised and expense)
* Sexual Assault Prevention – refer back to and discuss with SHRC
* Bystander Prevention Training – 1 per 20 campers
* MHFA – 1 per 20 campers (club organised and expense – recommend Uni/organise Uni)
* Consent training for campers – refer back to and discuss with SHRC

Additional discussion and obligations:

Alcohol service plan

SFH plan must include a plan of how catering will be effectively provided (e.g number of cooks), OR professional catering must be organised

Medics – over 100 expected participants with alcohol, resource commitment to UMSU providing one medic, with option for two, second at club expense

Recommending Red Frogs & DanceWize

Sober obligations – 24-hour shifts on duty

**Motion 6: To adopt the discussed recommendations, as presented above.**

Mover: Eddie Biggs Seconder: Samuel Kirby

CWD

1. **Orientation 2023**

Fiona informed the committee of the current thinking of UMSU. Now, there is a plan for 3 days of Clubs Expo, in the student precinct. “Laneway festival” utilising outdoor and the new Market Hall building. This will occur during orientation week.

Consensus to continue with this plan

1. **Activity Reporting 2022**

**Motion 7: Motion to suspend Regulation 5.4 as it pert6ains to Activity Reporting in 2022.**

Mover: Eddie Biggs Seconder: Kimberley Ng

CWD

1. **Other Business**
2. **Next Meeting**

Wednesday, 23rd of November 2022

1. **Close**

**Meeting closed at 2:59 pm**