

**University of Melbourne Student Union**

**Meeting of the Clubs & Societies Committee**

**CONFIRMED Minutes**

**2:30 pm Monday 17 April, 2023**

**Meeting 7/23**

**Location:**

**Room 201, Building 168**

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

**Meeting opened at 2:32pm by Kimmy Ng**

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

**Motion 1: To appoint Kimmy Ng as Chair**

Mover: Kimmy Ng Seconder: Leon Paratz

**CWD**

* 1. Acknowledgement of Indigenous Owners

So acknowledged.

* 1. Attendance

C&S Committee: Leon Paratz, Azalea Rohaizam, Jessica Fanwong (Marcie proxy), Michael Belbruno

Office Bearers: Renee Thierry, Kimmy Ng

Staff: Ciara Griffiths, Maria Tandoc

Observers: Aurora Carli

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

**Motion 2: To grant speaking rights to UMSU staff under Standing Order 21.2.**

Mover: Chair

**CWD**

* 1. Apologies

Marcie Di Bartolomeo

* 1. Proxies

Marcie to Jessica Fanwong

* 1. Membership
     1. Olivia Whyte is terminated from the C&S Committee
  2. Adoption of Agenda

Add items 8.3. Oaktree, 8.4. General Meetings, 8.5 Club Affiliations for semester 2.

**Motion 3: To accept the agenda with amendments.**

Mover: Chair

**CWD**

1. **Confirmation of Previous Minutes**
   1. Meeting 6 (April 5)

**Motion 4: Confirm minutes as a true and accurate record of what happened in the 6(23) meeting and ratify the decisions made at the end of the meeting when quorum was lost (Standing Order 7.5).**

Mover: Chair

**CARRIED**

1. **Conflict of interests**

|  |  |
| --- | --- |
| **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 |
| Olivia Whyte | Debating Society, LING- Linguistics Society |
| Patrick Irwin | Pre-Law Society, Finance Students Association, Commerce Students Society, Debating Society, Liberal Club |
| Renee Thierry | Student Exchange Society |
| Leon Paratz | Physics Students Society, Jewish Students Society |
| Mahsa Nabizada | Women in Technology, Embrace Education |

Jessica Fanwong: CLAWS, Publishing Society, Drawing & Painting Society

**Procedural Motion: To move to item 8.5 Club Affiliations**

Mover: Chair

**CWD**

8.5 Club Affiliations

Conversation regarding feasibility of the department to commence club affiliations in semester 2. Comes down to staff resources of the department. Ciara spoke to staffing structure changes in the organisation, the CEO has now commenced, as well as a divisional manager appointed to the People & Community division. The forming of this division formalises the team dynamic of the C&S Admin, UMSUi, UMSU Volunteering, Student Representation, HR, and UMSU Admin Departments. In the coming weeks we should see discussions raised regarding resource sharing and gaps in resourcing, as well as increased department support with the oversight of a dedicated supervisor to student-focussed departments such as C&S Admin.

**Procedural Motion: To move to item 8.3 Oaktree**

Mover: Chair

**CWD**

8.3 Oaktree

The Oaktree Society is seeking to change their name and aims to deviate away from the Oaktree Organisation.

Committee raised concerns regarding if this is essentially changing the full premise and aim of the club away from what was originally affiliated to UMSU. Concerned that the intent to change the name *and* the aims is too drastic a change.

**Fiona Sanders arrived at 2:58, zooming in from the poolside of sunny Gold Coast, fixed the Zoom issue and left again**

**Mahsa Nabizada arrived at 2:58pm (following technical difficulties with Zoom)**

**Aurora Carli left at 3pm**

**Motion 5: To approve the name change of Oaktree at Unimelb to Asia-Pacific Development Initiative (A.D.I).**

Mover: Leon Paratz Seconder: Michael Belbruno

For: 2 Against: 0 Abstention: 3

**Carried**

**Motion 6: To approve the aim changes of Asia-Pacific Development Initiative (A.D.I)**

Mover: Leon Paratz Seconder: Mahsa Nabizada

For: 0 Against: 2 Abstention: 3

**LOST**

**Motion 7: To direct the Asia-Pacific Development Initiative (A.D.I) to consult with the C&S Coordinator to re-draft aims more aligned with the intent of the society.**

Mover: Leon Paratz Seconder: Azalea Rohaizam

**CWD**

1. **Matters Arising from the Minutes**
   1. Discipline
      1. Women in Commerce and Politics

Maria provided an update to latest correspondence from the club. Club has submitted a stat dec confirming that the three attendees that had unconfirmed membership status were members at the time of the meeting. AGM minutes still do not include attendee surnames. Committee discussed that the club has failed to provide timely document submissions and work with the department for over 6 months.

**Motion 8: To uphold the petition to disaffiliate Women in Commerce and Politics for failing to hold and/or document a valid AGM in 2022, Regulation 6.1.a (5.2).**

Mover: Azalea Rohaizam Seconder: Mahsa Nabizada

For: 4 Against: 0 Abstention: 1

**Carried**

* + 1. Computing and Information Systems Students Association

Club has not responded to department communications.

**Motion 9: To uphold the petition to put Computing and Information Systems Students Association on probation for 12 months for failing to give Notice to their members (by email) (Regulation 6.1.a (5.2.1)).**

Mover: Michael Belbruno Seconder: Azalea Rohaizam

For: 2 Against: 1 Abstentions: 2

**Carried**

* 1. Regulation Review

No action

* 1. Policy
     1. Camp Policy (Alcohol quantity, Camp advertising, Nudity)

SASH has gotten back to the department, will bring further updates next meeting.

* + 1. Expo Policy

No update

* 1. FMAA structure & reporting

Unclear how the sponsorship income is managed between the different branches of FMAA, as the funds go into the main FMAA account, which happens to be the Unimelb Branch account.

Queries raised regarding if/how the FMAA UniMelb branch treasurer manages the finances of all branches of FMAA, including non-Unimelb campus branches. Committee seeking clarity on how FMAA nationally delineates between the finances of each branch when all operate through the UniMelb branch account. Main concern is ensuring that UMSU funding into the society are being utilised specifically for the UniMelb branch.

**Committee adjourned for a five-minute accessibility break from 3:34 to 3:39pm**

**Procedural Motion: To move to item 8.1 Committee Members contacting Execs**

Mover: Chair

**CWD**

8.1 Committee Members contacting Execs.

Chair reminded committee members that the sideways communication from committee members directly to clubs is not an appropriate channel of communication. Similar to the boundaries set with clubs that they can only contact the department via the department and OB inboxes, and not via personal social media, likewise respect that reverse boundary with the clubs as well – they expect to hear from C&S via main points of contacts.

* 1. Science Students Society SRHC meeting & undertaking.

No update.

* 1. Lockers & Mailboxes

Lockers are in (with the proper mechanisms) and mailboxes are attached to the walls.

Locker applications sent out last Friday, close on Friday (week 7).

Mail distribution will occur over the next two weeks.

* 1. Membership Audit
     1. MESA

No correspondence from MESA regarding their 2023 membership list

**Petition to put the Melbourne Energy Student Association on probation for 12 months for failing to sign up 2023 members via the UMSU website as directed by the department. (Regulation 6.1.a (5.2.1)).)**

**Michael Belbruno & Azalea Rohaizam**

**Petition to disaffiliate the Melbourne Energy Student Association for failing to have thirty UoM student members (Reg 6.1.a (5.3.1))**

**Michael Belbruno & Azalea Rohaizam**

* + 1. SLGS

Some reported members of the society are not genuine members of the society. However, the club still satisfies minimum membership requirements to maintain affiliation.

* 1. Directed SGMs
     1. Australasian Association (fix constitution)
     2. Chinese Debating Group (W3 Correct Constitution)

Club has not held their SGM yet, however they have re-uploaded different, now ‘compliant’ AGM documentation. Question to committee on whether to accept the new AGM documentation – the change made was the removal of the non-compliant constitutional changes that were made from the AGM minutes.

**Petition to put Chinese Debating Group on 12 month probation for failing to accurately record their 2022 AGM (Reg 6.1a (5.2.5b))**

**Michael Belbruno & Azalea Rohaizam**

* + 1. Chinese Food Hunters Club (W4 elect VP properly)

SGM is scheduled!

* + 1. Engineering Students Club (April 24, ratify correct constitution)

An SGM is scheduled, however the notice hasn’t been received by the department yet.

* + 1. Melbourne Energy Students Association (W4, correct constitution)

SGM has occurred, still waiting on final SGM documentation submission.

* + 1. Pirates (W9 ratify 2022 AGM)

No updates

* + 1. MIRS (Ratify 2022 AGM – no deadline set by SC)

Students’ Council directed the club to hold an SGM to ratify the decisions made in the 2022 AGM. However, they did not set a deadline for this SGM.

**Motion 10: To set a deadline of Week 11, Semester 1 for the Melbourne International Relations Society SGM.**

Mover: Leon Paratz Seconded: Azalea Rohaizam

**CWD**

1. **OB Reports**

**Motion 11: To accept the Office Bearer report**

Moved: Mahsa Nabizada Seconded: Jessica Fanwong

**CWD**

1. **Correspondence**
   1. Vets Beyond Borders SGM location

The society has requested that they be allowed to host their AGM online, rather than on Parkville campus, as the majority of their members are rural and/or non-Parkville students.

**Motion 12: To suspend the requirement that the Vets Beyond Borders AGM must be held in person, to allow Vets Beyond Borders to hold their general meeting online.**

Mover: Michael Belbruno Seconded: Azalea Rohaizam

**CWD**

**Motion 13: To direct Vets Beyond Borders to amend their constitution to allow for all future general meetings to be held online, as it is more pragmatic for the club.**

Mover: Michael Belbruno Seconded: Mahsa Nabizada

**CWD**

* 1. AMC Food as P&H (events)

AMC would like to bulk-buy Pocky for several events, asked if they could apply for this grant under the “Purchases & Hiring” category to allow for usage of the Pocky across several events.

Committee deems “this is chill” (a Pocky cartel is suggested).

**Azalea Rohaizam left at 4:20pm**

**Procedural Motion: to move to item to 7.2 Officer Recommendations.**

Mover: Chair

**CWD**

1. **Grants**
   1. Officer Recommendations

Committee discussed CSF19182. Oxfam Group has requested funding for a Gambling License, recommendation made that the department should not fund the permit on the basis that it is a permit held by an individual, not the club as a whole, it is not the role of C&S to provide grants to individuals.

* 1. Chem Eng 18661 / 18911

CSF18661 is amenable. CSF18911 is deferred.

Recommendations discussed and amended (below)

Conflicts of Interest:

French Club

**Motion 14: To approve grant CSF19171**

Mover: Mahsa Nabizada Seconder: Leon Paratz

For: 2 Abstentions: 2

**Carried**

Physics Students Society

**Motion 15: To approve grant CSF19123**

Mover: Michael Belbruno Seconded: Jessica Fanwong

For: 2 Abstentions: 2

**Carried**

**Motion 16: to approve all non-standard grants with OB recommendations, according to table below.**

Mover: Leon Paratz Seconded: Michael Belbruno

**CWD**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Grant Reference** | **Club** | **Grant Category** | **Assessment** | **Recommendation** |
| CSF19048 | Japanese Club | Function | Grant for Discussion: File Upload Failed | Approve |
| CSF19138 | Malaysians of Melbourne University | Purchases & Hiring (Events) | Grant for Discussion: Insufficient event details | Reject |
| CSF19212 | Collective Neuroscience Society | Purchase (Other) | Grant for Discussion: Insufficient Purchase Details | Reject |
| CSF19209 | Catholic Society | Function | Grant for Discussion: Late | Reject |
| CSF19137 | Islamic Society | Function | Grant for Discussion: Late | Reject |
| CSF19136 | Islamic Society | Purchases & Hiring (Events) | Grant for Discussion: Late | Reject |
| CSF19135 | Islamic Society | Purchases & Hiring (Events) | Grant for Discussion: Late | Reject |
| CSF19145 | Psychology Association | Function | Grant for Discussion: Late | Reject |
| CSF19207 | Construction Students Association | Function | Grant for Discussion: No Certificate of Currency submitted | Reject |
| CSF19025 | Cast On Charity Group | Function | Grant for Discussion: No SFH Plan or Certificate submitted | Reject |
| CSF19106 | Cast On Charity Group | Function | Grant for Discussion: No SFH Plan submitted | Reject |
| CSF19139 | Earth Sciences Students Society | Purchase (Other) | Grant for Discussion: No UMSU Logo | Reject |
| CSF19195 | HackMelbourne | Purchase (Other) | Grant for Discussion: No UMSU Logo | Reject |
| CSF19111 | Vietnamese Students' Association | Purchase (Other) | Grant for Discussion: No UMSU Logo | Reject |
| CSF19186 | Chemical Engineering Students Society | Function | Grant for Discussion: Off Campus Exemption: Event provides Covid safe space where food and alcohol can be served by RSA certified staff at a licensed venue. | Approve |
| CSF19126 | Classics and Archaeology Society | Purchases & Hiring (Events) | Grant for Discussion: Off Campus Exemption: Event space, licenced for food and drink, AV | Approve |
| CSF19125 | Classics and Archaeology Society | Purchases & Hiring (Events) | Grant for Discussion: Off Campus Exemption: Event space, licenced for food and drink, AV | Approve |
| CSF19171 | French Club | Purchases & Hiring (Events) | Grant for Discussion: Off Campus Exemption: Event will be a catered boat cruise, not possible on campus. | Approve |
| CSF19103 | Classics and Archaeology Society | Function | Grant for Discussion: Off Campus Exemption: Microphone and AV equipment, licenced venue for food and drink | Approve |
| CSF19123 | Physics Students Society | Function | Grant for Discussion: Off Campus Exemption: No suitable venue for a trivia night on campus | Approve |
| CSF19150 | Vietnamese Students' Association | Function | Grant for Discussion: Off Campus Exemption: Pho is a dish that cannot be catered for at the facilities on campus. Therefore it is more practical to host the event at a restaurant. | Approve |
| CSF19128 | Mauritian Students Society | Function | Grant for Discussion: Off Campus Exemption: The food is for a trivia night that will be hosted in a bar. Since all our events so far have been held on campus, there has been a keen interest from our members to host a trivia night in a bar. A Certificate of Currency will be provided once we visit the place again before the event. | Approve |
| CSF19216 | Technology Consulting Club (Mtech) | Function | Grant for Discussion: Off Campus Exemption: The venue booked is experienced with uni club events such as ours. The venue is more appropriate and suitable for a networking night with the industry professionals. | Approve |
| CSF19142 | Swifties’ Society (Taylor’s Version) | Function | Grant for Discussion: Off Campus Exemption: Venue has appropriate equipment to hold a trivia night, as well as a space that can hold a large capacity with tables. In addition to this, it's difficult to find an available space on campus that can be booked after hours (past 5pm). | Approve |
| CSF19029 | Apollo Music Society | Camps | Grant for Discussion: Other: Camp not approved in advance (submitted 29/3, no Liq Lic, CoC, SFH plan, First Aid Certs) | Reject |
| CSF18715 | Catholics of One Spirit Down Under | Camps | Grant for Discussion: Other: Camp not yet approved (Missing Food Service Plan) | Approve conditional on adequate food service plan is provided and camp is approved |
| CSF19198 | Myanmar Student Association | Purchases & Hiring (Events) | Grant for Discussion: Other: Certificate of Currency expired;OCE | Approve conditional on valid CoC is provided |
| CSF19148 | Film Society | Excursions | Grant for Discussion: Other: Club banner photo not submitted | Approve |
| CSF19060 | Wine Society | Purchases & Hiring (Events) | Grant for Discussion: Other: Excursion to a winery in Seymour - No Off campus Activity form | Approve conditional on adequate off campus activity form is provided |
| CSF19182 | Oxfam Group | Purchase (Other) | Grant for Discussion: Other: Gambling activities not allowed | Reject |
| CSF19197 | Melbourne Alternative Protein Project | Function | Grant for Discussion: Other: Grant is for reimbursement of ingredients and equipment (which should be in a different grant) | Approve as a Purchases & Hiring (Events) grant and only for equipment hire (R8.3.1) |
| CSF19178 | Lawyers Without Borders | Function | Grant for Discussion: Other: Insufficient hand hygiene (no handwashing) and no SFH certificate | Reject |
| CSF19210 | Mathematics & Statistics Society | Function | Grant for Discussion: Other: Jinglan Fang does not have a SFH certificate and Ivy (presumably Ivy Brain) is no longer a club executive/Awaiting venue confirmation | Reject |
| CSF19189 | Mathematics & Statistics Society | Function | Grant for Discussion: Other: Jinglan Fang does not have a SFH certificate and Ivy (presumably Ivy Brain) is no longer a club executive/Awaiting venue confirmation | Reject |
| CSF19129 | Computing and Information Systems Students Association | Function | Grant for Discussion: Other: Joint Grant / Waiting for venue confirmation | Approve conditional on venue confirmation is provided |
| CSF19147 | Let’s Talk Conversation Group | Function | Grant for Discussion: Other: Late and no Risk Assessment | Reject |
| CSF19188 | Computing and Information Systems Students Association | Purchase (Other) | Grant for Discussion: Other: Need clarification if cash prizes are gift cards | Invite club to clarify the content of the prizes |
| CSF19134 | Chinese Music Group | Purchases & Hiring (Events) | Grant for Discussion: Other: No risk assessment | Reject |
| CSF19213 | Let’s Talk Conversation Group | Function | Grant for Discussion: Other: No risk assessment | Reject |
| CSF19215 | Let’s Talk Conversation Group | Function | Grant for Discussion: Other: No Risk Assessment attached/Awaiting venue management confirmation | Reject |
| CSF19214 | Let’s Talk Conversation Group | Function | Grant for Discussion: Other: No sports insurance/SFH plan provides insufficient food handling information regarding 2/4 hr rule | Reject |
| CSF19113 | Engineering Students’ Club | Function | Grant for Discussion: Other: No venue confirmation and no SFH certificate | Reject |
| CSF19217 | Australia-China Youth Association | Function | Grant for Discussion: Other: Non-food consumables for event; wrong grant category | Approve as a Purchases & Hiring (Events) grant |
| CSF19122 | Students for Sensible Drug Policy | Function | Grant for Discussion: Other: OCE and Late | Reject |
| CSF19115 | Students Association of Management and Marketing | Purchase (Other) | Grant for Discussion: Other: On Asset Probation | Reject |
| CSF19194 | HackMelbourne | Purchase (Other) | Grant for Discussion: Other: Unclear if cash prizes are giftcards | Invite club to clarify the content of the prizes |
| CSF19117 | Finance Student Association | Function | Grant for Discussion: SFH not compliant - insufficient food handling details | Reject |
| CSF19119 | German Club | Function | Grant for Discussion: SFH not compliant - insufficient food handling details | Reject |
| CSF19152 | Tabletop Gaming Society | Function | Grant for Discussion: SFH not compliant - insufficient food handling details | Reject |
| CSF19118 | Italian Social Club | Function | Grant for Discussion: Venue Confirmation not attached | Approve conditional on venue confirmation is provided |
| CSF19144 | Bangladeshi Student Society | Function | Grant for Discussion: Waiting for venue management confirmation | Approve conditional on venue confirmation is provided |
| CSF19202 | Bubble Tea Society | Function | Grant for Discussion: Waiting for venue management confirmation | Approve conditional on venue confirmation is provided |
| CSF19206 | Computing and Information Systems Students Association | Function | Grant for Discussion: Waiting for venue management confirmation | Approve conditional on venue confirmation is provided |
| CSF19172 | Friends of Unnatural Llamas | Function | Grant for Discussion: Waiting for venue management confirmation | Approve conditional on venue confirmation is provided |
| CSF19192 | HackMelbourne | Function | Grant for Discussion: Waiting for venue management confirmation | Approve conditional on venue confirmation is provided |

**Motion 17: To accept all standard grants en bloc.**

Mover: Chair

**CWD**

* 1. Apollo Camp Incomplete Paperwork

**Petition to suspend Apollo Music Society grants for 12 months for failure to provide appropriate documentation to the C&S department for their camp (Reg 6.1.h)**

**Leon Paratz & Michael Belbruno**

**Petition to disaffiliate Apollo Music Society on the grounds of OHS issues on their camp and failure to provide appropriate documentation to the department (Reg 6.1.s & 6.1.h)**

**Leon Paratz & Michael Belbruno**

**Leon Paratz and Michael Belbruno left at 4:53pm. Quorum was lost and meeting continues under SO 7.5.**

1. **Other Business**
   1. Asset Check

Bubble Tea came on Thursday April 6 (there is correspondence). Kimmy checked their banner on Monday 17/04/2023.

**Petition to suspend Purchases (Assets) Grants from the following clubs for failure to present assets as directed by the C&S Committee (Regulation 6.1.a (7.2.e), for six months:**

* **Aerospace and Rocket Engineering Society**
* **Apollo Music Society**
* **Arabic Language Society**
* **Archicle**
* **Australasian Association**
* **Australia Chinese Student Psychological Association**
* **Australian South Asian Healthcare Society**
* **Bhakti Yoga Club**
* **Bollywood Club**
* **Bubble Tea Society**
* **Cantonese Students Association**
* **Chinese Calligraphy Club**
* **Chocolate Lovers Society**
* **Computing and Information Systems Students Association**
* **Construction Students Association**
* **Effective Altruism**
* **Emerging Markets Network**
* **Engineers Australia Student Society**
* **E-Sports Association**
* **FAS2 Fantasy & Science Fiction Appreciation Society**
* **Filmmakers Collaborative**
* **Graphic Design Club**
* **Greek Association**
* **Hong Kong Students Association**
* **Information Security Club**
* **Internet of Things Club**
* **Kpop Club**
* **Language Exchange Club**
* **Lawyers Without Borders**
* **Let’s Talk Conversation Group**
* **Malaysians of Melbourne University**
* **Media and Communications Students Society**
* **Melbourne International Relations Society (MIRS)**
* **New Zealand Students Society**
* **Optometry Students Society**
* **Physiotherapy Students’ Society**
* **Students Association of Management and Marketing**
* **Technology Consulting Club (Mtech)**
* **Thai Student Association**
* **Very Special Kids Society**

**Mahsa Nabizada and Jessica Fanwong**

Discussion of broken assets is deferred.

* 1. Valid AGMs & SGMs
     1. Anime & Manga AGM
     2. Maths and Stats SGM
     3. Biomed Engineering Society SGM
     4. CAINZ SGM

**Motion 18: To accept the Anime & Manga Club AGM and the Mathematics and Statistics Society, Biomedical Engineering Society, and CAINZ SGMs.**

Mover: Mahsa Nabizada Seconder: Jessica Fanwong

**CWD**

1. **Next Meeting**

**Wednesday May 3, 9:30am – Week 9**

1. **Close**

**Meeting closed at 5:10pm by Kimmy Ng**