

**University of Melbourne Student Union**

**Meeting of the Clubs & Societies Committee**

**UNCONFIRMED Minutes**

**2:30 pm Monday May 15, 2023**

**Meeting 9/23**

**Location:**

**Room 201, Building 168**

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

**Meeting opened at 2:38 by Renee Thierry**

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

**Motion 1: To elect myself, Renee Thierry, as chair**

Mover: Renee Thierry Seconder: Azalea Rohaizam

**CWD**

* 1. Acknowledgement of Indigenous Owners

So acknowledged.

* 1. Attendance

C&S Committee: Azalea Rohaizam, Josie Rees (Marcie Di Bartolomeo’s Proxy), Aaron Lee (Mahsa Nabizada’s Proxy), Leon Paratz

C&S Officers: Kimmy Ng, Renee Thierry

Staff: Fiona Sanders

Other: MUR Motorsports (Cassia Chau, Huiwen Tan), Nursing Students Society (Dexter Villanueva, Annetta (Ana) Bakanursky, Marcus Wong, Helen Huynh)

Absent: Patrick Irwin, Michael Belbruno, Marcie Di Bartolomeo, Mahsa Nabizada

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

**Motion 2: To grant speaking rights to the coordinator, Fiona Sanders, under Standing Order 21.2**

Mover: Chair

**CWD**

* 1. Apologies

Michael Belbruno, Mahsa Nabizada, Marcie Di Bartolomeo

* 1. Proxies

Michael Belbruno to Stephanie Umbrella – not attending

Mahsa Nabizada to Aaron Lee

Marcie di Bartolomeo to Josie Rees (changed from Aurora Carli, received in advance of meeting)

* 1. Membership

No changes.

* 1. Adoption of Agenda

**Motion 3: To adopt the Agenda as circulated in the Notice**

Mover: Chair

**CWD**

1. **Confirmation of Previous Minutes**
   1. May 3, 2023

**Motion 4: To accept the minutes of May 3 circulated with the Papers as a true and accurate record.**

Mover: Chair

**CWD**

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 |
| 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 |

Josie Rees: Arts Students Society

Aaron Lee: Science Students Society

1. **Matters Arising from the Minutes**
   1. Discipline

**Procedural Motion: To move to 4.1.5 MUR Motorsports**

Mover: Chair

**CWD**

4.1.5. MUR Motorsports

Minutes have been rectified and supported by a Statutory Declaration

Discussion on whether club should be put on probation given the issue has been rectified.

**Motion 5: To uphold the petition to put the MUR Motorsport on probation for 12 months for failing to accurately record the AGM (6.1.a (5.2.5.b.)).**

Mover: Azalea Rohaizam Seconder: Josie Rees

For: 0 Against: 2 Abstention: 2

**LOST**

**MUR Motorsports representatives left at 2:49 pm.**

**Rochelle Liu (Nursing) arrived at 2:50 pm.**

**Procedural Motion: To discuss 4.1.6 Nursing Students Society**

Mover: Chair

**CWD**

**4.1.6 Nursing Students Society**

From Meeting 8(23): Petition to put Nursing Students Society on probation for 12 months for failure to provide notice to members through the UMSU website (Reg 6.1a (5.2.1))

Club has been offering a multi-year membership which is not consistent with the Regulations. C&S staff have worked with them to create free renewals in the website for those members, but they still have many members that have not come across. They gave Notice via Faculty list, not the website, there could be members in the website that did not get Notice.

Leon questioned if this was a reflection of the website issues we have previously seen, but it was explained that they were all 2022 issues, and we should not be seeing this in 2023, when all memberships were supposed to be sold via the website.

The club explained that the President and Treasurer had quit, and did not give handover to rest of Committee.

Discussion about the ongoing nature of a club as an ongoing entity, not restricted to outgoing committee.

Discussion of amending the petition to put Nursing Students Society on probation until AGM or for 6 months for failure to provide notice to members through the UMSU website (Reg 6.1a (5.2.1)).

Emails go out to whole cohort, via the email to all students.

Motion proposed: To put Nursing Students Society on probation until AGM for failure to provide notice to members through the UMSU website (Reg 6.1a (5.2.1)).

M: LP S: AL

Discussion of how to implement that timing, motion further amended:

**Motion 6: To put Nursing Students Society on probation until AGM Notice is successfully processed for failure to provide notice to members through the UMSU website (Reg 6.1a (5.2.1)).**

Mover: Leon Paratz Seconder: Aaron Lee

**For: 3 Against: 1**

**Carried**

Club is advised that AGM needs to be Notified via the UMSU website to capture members that have signed up there and regular faculty email.

Ana added that it was their fault that they did not send it as an email.

**Nursing Students Society representatives left at 3:20 pm.**

* + 1. Assets (review and clarify included clubs) – not notified
* Australia-China Youth Association (CSF17994 banner): Checked - rips that are secured by a duct tape
* Egyptian Club (CSF15734 Banner): Presented (rips from last year)
* Korean Students Society (CSF13656 Korean Grammar for Speaking textbook and Korean Culture in 100 Keywords textbook): LOST
* Psychology Association (CSF14994 Banner): Broken - Stat Dec provided
* Youth Charity Society (CSF13904 Banner): Checked and works but looks broken
* Bollywood Club (CSF13015 Banner)
* Technology Consulting Club (CSF17280 Banner)

Bollywood Club banner already written off in 2022, omit.

Korean Students Society: Asset is Lost

**Petition to suspend Korean Students Society asset grants 4 months for lost asset (Reg 6.1.q)**

**Leon Paratz & Azalea Rohaizam**

Technology Consulting Club presented today.

**Petition to suspend Technology Consulting Club asset grants 3 months for late presentation (Reg 6.1.a (7.2.e))**

**Leon Paratz & Aaron Lee**

**Motion 7: To write off all broken and lost assets**

Mover: Chair

**CWD**

Consider Stat Decs next meeting, include all remaining clubs (ACYA, Egyptian Club, Psychology Association, Youth Charity Society):

**Petition to suspend asset grants for clubs who presented incomplete or broken assets for 4 months (Reg 6.1.q).**

**Petitioned by Leon Paratz & Marcie di Bartolomeo (in Meeting 8)**

* + 1. Chinese Debating Group

**Motion 8: To uphold the petition to suspend Chinese Debating Group grants until an SGM is held or for 12 months, whichever is first (Reg 6.1.h)**

Mover: Leon Paratz Seconder: Azalea Rohaizam

**CWD**

* + 1. Apollo Music Society – clarify petition

C&S Committee is confident that the club understood this to include camps in this category.

**Motion 9: To uphold the petition to suspend Apollo Music Society’s camps and excursion category grants for 6 months for not providing adequate documentation to the C&S department for their excursion (camp) (Reg 6.1.a (7.6)).**

Mover: Leon Paratz Seconder: Josie Rees

**CWD**

* + 1. Youth Charity Society – not notified

Next Meeting

* 1. Regulation Review

Is progressing with Phoebe Churches

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

Aaron has seen the Camp Policy and liked it.

Will draft, along with Anti-Hazing Policy

* + 1. Expo Policy

Defer

* 1. Science Students Society SRHC meeting & undertaking

Undertaking was drafted with SHRC, has not been adopted yet

**Motion 10: To accept the drafted Science Students Society’s undertaking**

Mover: Chair

**For: 3 Abstention: 1**

**Carried**

**Motion 11: To direct the Office Bearers to contact the Science Students Society for an update on the undertaking.**

Mover: Leon Paratz Seconder: Azalea Rohaizam

**For: 3 Abstention: 1**

**Carried**

* 1. Lockers & Mailboxes

Lockers have been allocated

Mail not distributed yet

* 1. Directed SGMs
     1. Australasian Association (fix constitution) – SGM 24 April

Completed

* + 1. Chinese Debating Group (W3 Correct Constitution) – not scheduled

Scheduled for 22 May

* + 1. Chinese Food Hunters Club (W4 elect VP properly) – not submitted

SGM was held on April 19, has been submitted

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

Submitted

* + 1. Melbourne Energy Students Association (W4, correct constitution) – pending disaffiliation
    2. Pirates (W9 ratify 2022 AGM) – not scheduled

Held on May 5

* + 1. MIRS (W11 Ratify 2022 AGM) – not scheduled

Held on May 8

* 1. FMAA Financial Reporting

Coordinator wrote to the club requesting the Committee Minutes and reporting by 9 am Monday, which has not been received.

Club has requested to change over to separated accounting in “the handover.” Long discussion of how to move forward, as Students Council has obligated the club to produce monthly reporting to C&S, and reporting has not been received.

Leon Paratz mentioned that C&S is believed to be on a “witchhunt.” Other members of the committee pointed out that asking for proper financial reporting on Melbourne Uni activities is reasonable accountability for the SSAF resources the club is allocated.

**Motion 12: To direct the Officer Bearers to report to Student’s Council on FMAA**

Mover: Aaron Lee Seconder: Josie Rees

**For: 3 Against: 1**

**Carried**

* 1. Students Council
     1. Opening of New Club Applications

Document to presented to Council on Friday regarding departmental workload and opening affiliations.

Open a round over the holidays to spread out the workload

* + 1. Appeals

Cambodian Students Association may appeal disaffiliation

1. **OB Reports**

Kimmy reported, Renee apologised.

**Motion 13: To accept the Office Bearer report**

Mover: Azalea Rohaizam Seconder: Leon Paratz

**CWD**

1. **Correspondence**
   1. Bystander training waivers (CASA, SAlt)

**ACTION: Fiona Sanders write to them and ask to attend next offering of trainings**

**ACTION: Next round of bystander Training ensure the messaging is around widespread safety in clubs, upskilling student leaders (not just camps)**

* 1. Socialist Alternative Marxism Conference reply

Club has advised that they did not sell the conference registration, and there is a no refunds policy on the conference.

**ACTION: Office Bearers to write to student to advise that Socialist Alternative are not responsible, and to take it up with Marxism Conference/Trybooking**

* 1. Volunteer & Experience Fair

C&S invited to participate in a Fair

**ACTION: Office Bearers will respond & attend**

**Break for 10 minutes started at 4:26 pm, reconvened at 4:36 pm**

* 1. FOUL Grant Appeal

No appetite to amend the decisions.

1. **Grants**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **GRANT ID** | **CLUB NAME** | **GRANT TYPE** | **STATUS** | **OB Recommend** |
| CSF19410 | HackMelbourne | Purchase (Other) | Grant for Discussion: Insufficient event details | reject |
| CSF19391 | HackMelbourne | Purchase (Other) | Grant for Discussion: Insufficient event details | reject |
| CSF19372 | Women in Technology | Purchase (Other) | Grant for Discussion: Insufficient event details | reject |
| CSF19412 | Data Science Student Society | Function | Grant for Discussion: Joint Grant | approve |
| CSF19352 | Mathematics & Statistics Society | Function | Grant for Discussion: Joint Grant | approve |
| CSF19394 | Bubble Tea Society | Function | Grant for Discussion: Late | reject |
| CSF19386 | Cantonese Students Association | Function | Grant for Discussion: Late | reject |
| CSF19405 | Coffee Appreciation For Enthusiasts | Function | Grant for Discussion: Late | reject |
| CSF19422 | Let’s Talk Conversation Group | Function | Grant for Discussion: Late | reject |
| CSF19384 | planetUNI | Function | Grant for Discussion: Late | reject |
| CSF19389 | Chocolate Lovers Society | Function | Grant for Discussion: No Certificate of Currency submitted | Reject |
| CSF19373 | TEDxUniMelb | Purchases & Hiring (Events) | Grant for Discussion: No Risk Assessment attached | Reject |
| CSF19363 | TEDxUniMelb | Purchases & Hiring (Events) | Grant for Discussion: No Risk Assessment attached | Reject |
| CSF19176 | Korean Students Society | Function | Grant for Discussion: Off Campus Exemption: Event has food served by restaurant directly and a informal setting is wanted to allow members to communicate in a fun social setting. | approve |
| CSF19388 | Commerce Students Society | Function | Grant for Discussion: Off Campus Exemption: Event is being held at a licensed venue which is not available on campus | approve |
| CSF19348 | Biomedicine Students' Orchestra | Purchases & Hiring (Events) | Grant for Discussion: Off Campus Exemption: Need a large venue for concert | approve |
| CSF19381 | Jewish Students Society | Function | Grant for Discussion: Off Campus Exemption: No licensed venue to serve alcohol on campus | approve |
| CSF19353 | OmniSci Magazine | Function | Grant for Discussion: Off Campus Exemption: Requires Microphone and other AV equipment for trivia presentation, and licensed venue for food/drink purposes | approve |
| CSF19383 | Wine Society | Function | Grant for Discussion: Off Campus Exemption: Service of alcohol preferred at a licensed venue | approve |
| CSF19377 | Psychology Association | Purchases & Hiring (Events) | Grant for Discussion: Other: Instead of a venue confirmation (that shows date, time ), a valid certificate of currency was attached in its place | approve conditional of venue management approval |
| CSF19368 | BusinessOne Consulting University of Melbourne | Function | Grant for Discussion: Other: Insufficient SFH/Late | reject |
| CSF19411 | Greek Association | Function | Grant for Discussion: Other: Joint Grant/Awaiting venue management confirmation | approve conditional of venue management approval |
| CSF19421 | Let’s Talk Conversation Group | Function | Grant for Discussion: Other: Late/No Risk Assessment | reject |
| CSF19424 | Let’s Talk Conversation Group | Function | Grant for Discussion: Other: Late/Non-standard Risk Assessment submitted/OCE/Awaiting certificate of Currency | reject |
| CSF19375 | Enactus | Purchases & Hiring (Events) | Grant for Discussion: Other: Need clarification if prize is in cash or in gift cards form (cash prizes not permitted) | approve conditionally on providing receipt of non cash prizes |
| CSF19400 | Cambodian Student Society | Function | Grant for Discussion: Other: No SFH certificate/Non-standard Risk Assessment submitted (missing which execs are responsible for nominated courses of action; no COVID risk assessment) | reject |
| CSF19420 | Friends of Unnatural Llamas | Function | Grant for Discussion: Other: No specific venue named - "Public space" | reject |
| CSF19355 | Women\* in Science and Engineering (W.I.S.E.) | Function | Grant for Discussion: Other: No venue booking (all South Lawn events require a booking); late; insufficient SFH (food handling and hand hygiene) | reject |
| CSF19360 | Oaktree Club (Melbourne University) | Function | Grant for Discussion: Other: OCE/No Certificate of Currency attached | reject |
| CSF19365 | French Club | Function | Grant for Discussion: Other: OCE/should be under Purchases and Hiring/Insufficient purchase details (what are the prizes) | reject |
| CSF19408 | Filmmakers Collaborative | Function | Grant for Discussion: Other: Off Campus Event/Joint grant | approve |
| CSF19434 | Statistics and Mathematics Postgraduate Society | Function | Grant for Discussion: Other: Risk Assessment does not assess for COVID-19 risks | reject |
| CSF19427 | Islamic Society | Function | Grant for Discussion: Other: Sports insurance not confirmed | reject |
| CSF19437 | Lawyers Without Borders | Function | Grant for Discussion: Other: Used the UniMelb Risk Assessment template for events instead of the UMSU provided template | approve conditional on providing risk assessment in umsu template |
| CSF19423 | Let’s Talk Conversation Group | Function | Grant for Discussion: Other: Waiting for venue management confirmation/Non-standard Risk Assessment attached (did not use standard template) | reject |
| CSF19342 | Clinical Audiology Students' Association | Function | Grant for Discussion: SFH not compliant - insufficient food handling details | reject |
| CSF19341 | Clinical Audiology Students' Association | Purchases & Hiring (Events) | Grant for Discussion: SFH not compliant - insufficient food handling details | reject |
| CSF19354 | Women\* in Science and Engineering (W.I.S.E.) | Function | Grant for Discussion: SFH not compliant - insufficient food handling details | reject |
| CSF19406 | Hong Kong Students Association | Purchases & Hiring (Events) | Grant for Discussion: SFH not compliant – no certificate | reject |
| CSF19220 | Creative Literature and Writing Society | Function | Grant for Discussion: Waiting for venue management confirmation | approve conditional of venue management approval |
| CSF19428 | Hong Kong Students Association | Function | Grant for Discussion: Waiting for venue management confirmation | approve conditional of venue management approval |
| CSF19387 | Robogals Melbourne | Function | Grant for Discussion: Waiting for venue management confirmation | approve conditional of venue management approval |
| To approve all Standard Grants approve *en bloc* | | | | |

**Motion 14: To approve CSF19381**

Mover: Aaron Lee Seconder: Azalea Rohaizam

**For: 3 Abstention: 1**

**Carried**

**Motion 15: To accept all officer recommendations**

Mover: Azalea Rohaizam Seconder: Leon Paratz

**CWD**

1. **General Meetings**

Speech Pathology Students Society, two SGMs with no quorum (18/20)

**ACTION: Fiona Sanders to get clarity and/or Stat Dec for next meeting**

**Motion 16: To accept all completed SGMs and AGMs en bloc**

Mover: Chair

**CWD**

1. **Other Business**
   1. Attendance Lists & Applications for Payment

**Leon Paratz left at 4:53 pm, continue under Standing Order 7.8**

**Motion 17: To accept electronic attendance lists that are time stamped for the event for Grants and Activity Reporting in Semester 1 2023.**

Mover: Josie Rees Seconder: Aaron Lee

**CWD**

* 1. Induction / SEN Job Descriptions (<https://www.cprgroup.com.au/sen>)

Discussion about developing an induction program for clubs.

Survey of club executives, what values and expectation are in place for each role.

Get handbooks from clubs

**ACTION: Department to discuss**

1. **Next Meeting**

Wednesday 31 May in SWOTVAC, confirm with Committee

1. **Close**

**Closed by Renee Thierry at 5:11 pm.**