

**University of Melbourne Student Union**

**Minutes of the 2014 Clubs & Societies Committee Elect**

**Meeting 1/2013**

***CONFIRMED***

**2 PM, 20/12/13**

**Location: Tsubu, University of Melbourne**



**Agenda**

**1. Procedural Matters**

- 1.1. Election of Chair
- 1.2. Acknowledgement of Indigenous Owners
- 1.3. Attendance
- 1.4. Apologies (Alice Ferguson, Dorothy Teng)
- 1.5. Proxies
- 1.6. Membership
- 1.7. Adoption of Agenda

**2. Correspondence**

- 2.1. Transition Memorandum
- 2.2. Physiotherapy Students Society: pilates classes

**3. Policy**

**4. Orientation**

**5. Clubs Guide**

**6. Online Grants**

**7. Open Date for Grant Applications**

**8. Policy development**

- 8.1. Privacy
- 8.2. Camps/Alcohol
- 8.3. Lockers

**9. Other Business**

**10. Next Meeting (time, date)**

**11. Close**

**Meeting Opened at 2:07pm by Tom Walker**

**Agenda Item 1: Procedural Matters**

1.1. Election of Chair

**Motion 1: That Rachel Withers be elected chair.**  
Moved: Tom Walker                      Seconded: Melinda Keys  
**CWD**

1.2. Acknowledgement of Indigenous Owners  
So acknowledged

1.3. Attendance  
2014 Committee: Jade Eckhaus, Tom Hays, Melinda Keys, Stephen Smith  
2013 Committee: Chris Heath, Sophie Sheehan, Yitong Wang, Patrick Clearwater  
Office Bearers: Tom Walker, Rachel Withers  
C&S Staff: Fiona Sanders

1.4. Apologies  
2014 Committee: Alice Ferguson, Dorothy Teng, Jim Smith

1.5. Proxies  
Nil

1.6. Membership  
Not applicable – first meeting

1.7. Adoption of Agenda

**Motion 2: That the agenda be adopted.**  
Moved: Chair  
**CWD**

**Agenda Item 2: Correspondence**

**Procedural Motion: To move to item 2.2**  
Moved: Chair  
**CWD**

2.2. Physiotherapy Students Society: pilates classes  
Discussion, decided that this was a disproportionate distribution to some members so they should not be able to use their grants. However, they could apply for hiring an instructor to run classes on campus or they can apply for an excursion subsidy.

**Agenda Item 3: Policy**

**Procedural Motion: To strike item 3**  
Moved: Chair  
**CWD**

**Agenda item 4: Orientation**

Arrangements that have been made:

- South Lawn with 83 clubs each day
- \$1500 has been paid out of 2013 budget for PA/Tech

Performances – try to schedule popular contenders during the middle of the day.

The program will cost around \$15,000. People will be needed to help set up stalls

Regarding pop-ups/unauthorised stalls - don't waste your energy on them, not our concern except where they are in a booked space. Uni security will deal with obstructions to walk-ways.

Tuesday is the OB day, Rachel and Tom will be there to spruik

Need volunteers on Thursday and Friday

Suggestion to look into getting badges done professionally

#### **Agenda item 5: Clubs Guide**

Clubs guide: get it done by Farrago as UMSU Communications has cancelled the publication.  
Need separate handouts – easy to distribute.

<p><b>Motion 3: That the OBs commission Farrago to arrange the Clubs Guide.</b> Moved: Stephen Smith                      Seconded: Jade Eckhaus <b>CWD</b></p>
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Numbers: 1 for each copy of Farrago and some overruns.

#### **Agenda item 6: Online Grants**

Explained the history of the issue. Will look into it again mid-to-late January.

#### **Agenda item 7: Open Date for Grant Applications**

Defer till next meeting  
Officers to get onto Declan about setting the budget

<p><b>Procedural Motion: To return to item 2.1</b> Moved: Chair <b>CWD</b></p>
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#### 2.1. Transition Memorandum

- Clubs Online System should long term plan to replace all admin process that can be such as membership lists and AGM paperwork.

#### **2:45pm – 5 minute recess**

- Club camp compliance: Guidelines to be created
  - Meeting with O-camp clubs
  - Seems to be pretty good compliance
  - Needs to encompass all clubs (not just Course O Camps)
  - Resources in 2014 to be fully set up for 2015
  - Evaluation for camp participants
- Privacy protocol
  - O-Week is peak time: urgent
  - Not a uniform policy applicable to all clubs
  - But policy that clubs must have a policy and that sets minimum standards
- Logo use
  - Stephen Smith to take this up
  - C&S to own the policy and edits, not communications
- International Student Representation
  - Is it tokenism or representation
  - 2013 committee decided not to take further action on
- Small campuses
  - Consider late applications
  - They want clubs
  - Attend their O-week
  - Staff attend during the year
- Affiliation on new clubs/existing clubs
  - Redo procedures

Recommended to have a standing sub-committee on Regulation and Policy which would meet fortnightly.

**Procedural Motion: To return to item 8.**

Moved: Chair

**CWD**

**Agenda item 8: Policy development**

8.1 Privacy

Discussed above

8.2 Camps/Alcohol

- Training mid-January
- Policy/Guidelines/Regulation late January
- Are camps over-sexualised? Is providing condoms the answer or the problem?

8.3 Lockers

Work on really soon

**Agenda item 9: Other Business**

Melinda Keys congratulates Tom Walker and Rachel Withers on getting elected.

**Motion 4: To establish the Regulation and Policy Sub-Committee of the Clubs and Societies Committee to include the Office Bearers, Jade Eckhaus, Stephen Smith, Melinda Keys and anyone else who is interested.**

Moved: Stephen Smith      Seconded: Melinda Keys

**CWD**

**Agenda item 10: Next Meeting (time, date)**

Next meeting Wednesday 29 January 2014

**Agenda item 11: Close**

**Meeting closed at 3:30pm by chair**