

University of Melbourne Student Union

Minutes of the Clubs & Societies Committee

Meeting 1/18

CONFIRMED

2 PM, 01/02/2018

Location: Clubs Office, Level 1, Union House



Agenda

1. Procedural Matters

- 1.1. Election of Chair
- 1.2. Acknowledgement of Indigenous Owners
- 1.3. Attendance
- 1.4. Apologies
- 1.5. Proxies
- 1.6. Membership
- 1.7. Adoption of Agenda

2. Confirmation of previous minutes

- 2.1. 8 December 2017

3. Matters Arising from the Minutes

- 3.1. Petitions to discipline:
 - 3.1.1. Drones & Robotics Club
 - 3.1.2. Earth Sciences Students Society
- 3.2. Business Association for Veterinary Students (email address due December 18)
- 3.3. Embrace Education (move bank account)
- 3.4. Budget
- 3.5. Non-compliant constitutions (Planning, Taiwanese, CPIB)
- 3.6. Membership data collection
- 3.7. Camp Licencing

4. Reports

- 4.1. Officers
- 4.2. SAG

5. Correspondence

- 5.1. Lockers
 - 5.1.1. CAFE
 - 5.1.2. FIG
 - 5.1.3. Finance Student Association
 - 5.1.4. Mandarin Language Club
 - 5.1.5. Media and Communications Student Society
 - 5.1.6. Youth Charity Society
- 5.2. FIG stickers
- 5.3. Information Security Club USB
- 5.4. Bulletin items:
 - 5.4.1. Health Promotion opportunities
 - 5.4.2. Space Use survey
 - 5.4.3. Vegan club food

6. Motions on notice

- 6.1. Motion: To approve up to \$7,000 for the printing of the club guides from budget line Advertising.
- 6.2. Motion: To approve budgetary delegation to the Operations Sub-Committee of up to \$1000 for each Clubs and Societies Department budget line.
- 6.3. Motion: To approve up to \$600 for combination padlocks from budget line Special Projects.

7. Other Business

- 7.1. Grant:
 - 7.1.1.** Caps
 - 7.1.2.** Opening
 - 7.1.3.** Advertising Provisions SummerFest
- 7.2. Union House sleepover
- 7.3. Constitutional/Policy change working group
- 7.4. Asset Checking
- 7.5. Compulsory Training
- 7.6. Joint Affiliation Guidelines

8. Next Meeting

9. Close

Meeting opened at: 2:11 PM, by Matthew Simkiss

1. Procedural Matters

1.1 Election of Chair

Motion 1: To elect Matthew Simkiss as chair

Mover: Matthew Simkiss

Seconder: Christopher Melenhorst

CARRIED WITHOUT DISSENT

1.2 Acknowledgement of Indigenous Owners

So acknowledged

1.3 Attendance

Committee: Christopher Melenhorst, Sam Gard, Raphael Canty, Dorothy Coco
Kirkcaldie Bowell, Nancy Ciara Griffiths

Office bearers: Eleanor Seale, Matthew Simkiss

Staff: Fiona Sanders

Absent

Daniel Sango, Ilan Rosen

1.4 Apologies

None

1.5 Proxies

None

1.6 Membership

No change

1.7 Adoption of Agenda

Motion 2: To adopt the agenda, with the addition of items 7.7 BBQ Kit Expenditure and 7.8 Camp Risk Register

Mover: Chair

CARRIED WITHOUT DISSENT

2. Confirmation of Previous Minutes

Motion 3: To confirm the minutes for meeting 1 as a true and accurate account, with the correction that the spelling of Samuel Gard's name.

Mover: Chair

CARRIED WITHOUT DISSENT

3. Matters Arising from the Minutes

3.1 Petitions to Discipline

3.1.1. Drones and Robotics Club

Motion 4: To uphold the petition to put Drones & Robotics Club on probation for 6 months for non-compliant activity evidence (6.1.1 (5.4)).

Mover: Chair

CARRIED WITHOUT DISSENT

3.1.2. Earth Science Students Society

Motion 5: To uphold the petition to suspend the Earth Science Students Society's grants for 12 months or until the invoice is paid for defaulting on a payment of an invoice from MUSUL (6.1.m)

Mover: Christopher Melenhorst

Second: Raphael Canty

CARRIED WITHOUT DISSENT

ACTION 1: to Fiona to check with UMSU Finance whether Earth Science Students Society have paid the invoice.

Nancy Ciara Griffiths arrived at 2:20pm.

3.2 Business Association for Veterinary Students

Petition 1: To put on probation for 12 the Business Association for Veterinary Students for failing to submit a club email address to the Clubs and Societies Office (6.1.a (4.4.3.b)).

Petitioners: Christopher Melenhorst, Nancy Ciara Griffiths, and Raphael Canty

3.3 Embrace Education

ACTION 2: Fiona to follow up with an email enquiring as to the location of their bank account.

3.4 Budget

Long discussion on the spending of funds on the branded silicon card holders and the special projects budget line.

Motion 6: To authorise the spending of \$3,000 from Special Projects budget line for the purchasing of silicon card holders.

Mover: Christopher Melenhorst

Second: Raphael Canty

CARRIED WITHOUT DISSENT

3.5 Non-compliant constitutions

Planning Students Society

Taiwanese Students Association
Chinese Philosophy in Business

Motion 7: To not accept Chinese Philosophy in Business' SGM and direct them to hold a compliant SGM by the end of Week 3 in Semester 1 2018 (March 16) to adopt their constitution.

Mover: Chair

CARRIED WITHOUT DISSENT

3.6 Membership data collection

Deferred until next meeting.

3.7 Camp Licencing

The development of infrastructure surrounding the liquor licensing changes is going relatively well. Regulations to amend the Camp Liquor Licensing requirements were passed through Students' Council at the last meeting.

4. Reports

4.1 Officers

The Clubs Guide is nearly complete, discussion was had over the depiction of Gunter on the final draft, and Eleanor will contact Comms to request that the integrity of Gunter's identify be maintained and the scale and composition be adjusted.

Motion 8: To accept the Office Bearer Report.

Mover: Christopher Melenhorst

Secunder: Samuel Gard

CARRIED WITHOUT DISSENT

4.2 SAG

Nil

5. Correspondence

5.1 Lockers

The deadline expired for clubs to clean out their lockers, Matthew checked them and set an additional deadline for clubs to remove anything that had not been cleaned out, and advised clubs who had failed to clean their lockers properly that they were ineligible for a locker in 2018.

5.1.1 CAFÉ

Motion 9: To put Coffee Appreciation For Enthusiasts at the end of the list of locker allocations.

Mover: Chair

CARRIED For: 4 Against: 0 Abstentions: 1

ACTION 3: Get new signage for the locker rooms specifying maintenance expectations.

5.1.2 FIG

Motion 10: To put Food Interest Group at the end of the list of locker allocations.

Mover: Chair

CARRIED WITHOUT DISSENT

5.1.3 Finance Student Association

Motion 11: To put Finance Student Association at the end of the list of locker allocations.

Mover: Christopher Melenhorst

Second: Nancy Ciara Griffiths

CARRIED For: 4 Against: 1 Abstentions: 0

5.1.4 Mandarin Language Club

Motion 12: To make Mandarin Language Club ineligible for a locker in 2018.

Mover: Samuel Gard

Second: Raphael Canty

CARRIED WITHOUT DISSENT

5.1.5 Media and Communications Student Society

Motion 13: To permit the Media and Communications Student Society to apply for a locker in 2018.

Mover: Raphael Canty

Second: Nancy Ciara Griffiths

CARRIED WITHOUT DISSENT

5.1.6 Youth Charity Society

Motion 14: To put the Youth Charity Society at the end of the list of locker allocations.

Mover: Chair

CARRIED WITHOUT DISSENT

5.2 FIG stickers

Motion 15: To permit the Food Interest Group to be exempt from the UMSU logo requirements for their membership stickers.

Mover: Chair

CARRIED WITHOUT DISSENT

5.3 Information Security Club USB

Motion 16: To approve the Information Security Club's USB design.

Mover: Chair

CARRIED WITHOUT DISSENT

5.4 Bulletin items:

5.4.1 Health Promotion opportunities

To be shared on Facebook instead of in the Bulletin.

5.4.2 Space Use survey

To be included in the next Bulletin.

5.4.3 Vegan club food

ACTION 4: to be shared with Clubs in the context of inclusiveness and accessibility.

6. Motions on notice

Motion 17: To approve up to \$7,500 for the printing of the club guides from budget line Advertising.

Mover: Chair

CARRIED WITHOUT DISSENT

Motion 18: To approve budgetary delegation to the Operations Sub-Committee of up to \$1000 for each Clubs and Societies Department budget line.

Mover: Chair

CARRIED WITHOUT DISSENT

Motion 19: To approve up to \$600 for combination padlocks from budget line Special Projects.

Mover: Chair

CARRIED WITHOUT DISSENT

7. Other Business

7.1 Grants:

7.1.1 Caps

Discussion about changes to grant caps, with a decision to adjust 2 of the categories and reassess in semester 2.

Motion 20: To set the grant categories as:

Functions: \$6 per person up to \$550

Camps: \$25 per person up to \$1000

All other categories as specified in the regulations.

Mover: Chair

CARRIED WITHOUT DISSENT

7.1.2 Opening

Motion 21: To open grants on the 5th of February 2018.

Mover: Christopher Melenhorst

Seconder: Chair

CARRIED WITHOUT DISSENT

7.1.3 Advertising Provisions SummerFest

Motion 22: That all events in weeks 0-2 must be put in the UMSU calendar (via wordpress) a week in advance to be eligible for funding.

Mover: Chair

CARRIED WITHOUT DISSENT

7.2 Union House sleepover

Activities are organising the sleepover as a whole of Union event, which the office bearers are assisting with.

7.3 Constitutional/Policy change working group

Matthew is reviewing the regulations and policy.

Motion 23: To direct Matthew Simkiss to organise a working group for constitutional and policy changes.

Mover: Christopher Melenhorst

Seconder: Nancy Ciara Griffiths

CARRIED WITHOUT DISSENT

7.4 Asset Checking

Motion 24: To set the deadline for assets to be checked by as 29 March 2018.

Mover: Chair

CARRIED WITHOUT DISSENT

7.5 Compulsory Training

AGM Training must be done by 2 executive committee members.

Treasurers Training must be done by the treasurer if not previously completed.

Grants Training must be done by 2 executive committee members if not previously completed.

7.6 Joint Affiliation Guidelines

Motion 25: To endorse the Joint Affiliation Guidelines and send them out to clubs.

Mover: Christopher Melenhorst

Seconder: Chair

CARRIED WITHOUT DISSENT

7.7 BBQ Kit Expenditure

Motion 26: To approve the spending of up to \$200 from the Special Projects budget line for BBQ Kit supplies.

Mover: Chair

CARRIED WITHOUT DISSENT

7.8 Camp Risk Register

ACTION 5: To send out to clubs for their use.

8. Next Meeting

Committee to send their class timetables to the Office Bearers so that a schedule can be created.

Next meeting set at 10am on Thursday 15 February 2018.

9. Close

Meeting closed at: 4:20 PM