

Regulation Changes for Clubs and Societies

Affiliation Regulations

4.1.2 Reasons to Reject Affiliation

The affiliation application will not be accepted on the grounds that:

m. the applicants cannot demonstrate upon request by the C&S committee that they are servicing a student demographic distinct from an existing club or society;

q. the applicants cannot demonstrate upon request by the C&S committee that they are providing a function and servicing a student demographic that is distinct from a service or department within UMSU or the University.

Where two or more applicant groups in a single round of new club applications are overlapping in aims and/or proposed activities the C&S Committee shall direct the two groups to merge, with preference going to a revised combined application or where none is made the application lodged first except where one is clearly a sub-set of another, in which case the application with the broadest target demographic shall be approved.

Proposed Amendments

m. the applicants have not demonstrated that they are servicing a student demographic distinct from an existing club or society. This is at the discretion of the C&S Committee to assess;

q. the applicants have not demonstrated that they are providing a function and servicing a student demographic that is distinct from a service or department within UMSU or the University. This is at the discretion of the C&S Committee to assess;

r. the aims or anticipated regular activities of the club would contravene the Student Union's constitutional policies.

4.1.3 Where two or more applicant groups in a single round of new club applications are overlapping in aims and/or proposed activities the C&S Committee shall direct the two groups to merge, with preference going to a revised combined application or where none is made the application lodged first except where one is clearly a sub-set of another, in which case the application with the broadest target demographic shall be approved.

Reasoning

It is fair to assume that an applicant group has filled out the forms to an extent to which the C&S committee are able to assess these decisions without needing further consultation with the applicant group.

The addition of r. is to ensure that C&S is not affiliating new clubs that will bring C&S as a department or the club into conflict with the university.

The final change is simply an addition of a numbered point so that it may be more easily referenced as a clause of the regulations.

Membership Regulations

5.3.1. Clubs must observe the following membership regulations:

g. Clubs that have an overlap in membership of more than 66% may be directed to merge by the C&S Committee.

Proposed Amendment

g. Clubs that have an overlap in membership of more than 50% may be directed to merge by the C&S Committee.

Reasoning

This change is to ensure that clubs are operating as individual entities that are serving student demographics that are distinct. It is reflected in reasons to reject affiliation for a new club and the proposed changes to discipline under 6.1.

Activity Reporting (endorsed by the C&S Committee on 14/08/18)

5.4 Provide Members' Activities

The club must submit evidence each semester that the club has had at least 2 members' events or activities during the semester. The events must attract at least 10 University of Melbourne student participants and must directly relate to the club's aims. Evidence must be in the form of a photograph of participants at the activity, an Application for Payment or Event Attendance List. Orientation events, constitutional General Meetings, and events held with another club(s) do not fulfil this Regulation.

Proposed Amendment

The club must submit evidence each semester that the club has had at least 2 members' events or activities during the semester. The events must attract at least 10 University of Melbourne student participants and must directly relate to the club's aims. Evidence must be in form of an Event Attendance List. In exceptional circumstances such as the absence of an Attendance list, the C&S Committee may consider photographs of participants at an activity or a statutory declaration as substitute evidence. Orientation events, constitutional General Meetings, and events held with another club(s) do not fulfil this Regulation.

Reasoning

This change is due to the fact that the threshold for activity reporting is for 10 students at a minimum of two events, and it is impossible to tell from photographs alone whether a person is a student. The amendment does not prohibit the submission of photos, it simply preferences signed attendance sheets as the most formal proof of an activity, and legitimizes the submission of statutory declarations.

Disciplinary Action

6.1 Grounds for Disciplinary Action

C&S Committee may take disciplinary action by motion against any affiliated club which:

Proposed amendment

6.1.t. has aims, activities or purposes such that the club would not have been granted initial approval under the grounds listed in 4.1.2.

Reasoning

This is in order to prevent clubs from diverting from their purposes as they were affiliated, or being intentionally misleading in their initial application.

Disciplinary Powers

6.2 Disciplinary Powers

Disciplinary action can occur in the following ways:

c. Withdrawal of permission for the club to use any or all of the facilities provided by the Student Union for a period of no greater than twelve months.

Proposed amendments

c. Withdrawal of permission for the club to use any or all of the facilities and services provided by the Student Union for a period of no greater than twelve months.

(new) d. Withdrawal of permission for the club to have any off-campus events where the club is responsible for serving alcohol, including camps.

Renumber d & e

Reasoning

This allows C&S to revoke a club's ability to receive alcohol for events on campus, as a direct consequence of RSA related breaches.

The addition of 6.2.d is necessary alongside the amendment to 6.1.c and the new regulations around liquor licencing requirements for camps and the necessity for clubs to obtain alcohol through UMSU. The amendment would allow C&S to more appropriately discipline clubs, as the punitive action is applied specifically to the area in which they have transgressed.

Both restrictions would still allow the club to host events at licenced venues, and do not inhibit the club's ability to function in other aspects.

Numbering Amendments

6.4.1 Students may appeal a decision to disaffiliate a club or society

Any student may appeal a decision to disaffiliate a club or society in accordance with C157 of the Constitution.

Under 6.4.2

Notwithstanding the above, upon receipt of an appeal under C157.2, the original decision of the Clubs & Societies Committee is suspended until Students' Council determines the appeal, and the club or society is entitled to the rights and privileges of affiliation and is bound by its responsibilities under these Regulations. If the appeal is not upheld, then the group's affiliation will cease once the Students' Council has been deemed to have made a decision under R157.3.

6.6 Winding Up

The C&S Committee may wind up the affiliation of a club if this action is requested by a motion of the club's committee, following an inquorate General Meeting of the club called for the purpose of Winding Up (see *Appendix 1: Standard Constitution clause 17*).

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Reasoning

This ensures all numbering is consistent within the clubs and societies regulations and in reference to the UMSU constitution.

Wellbeing

7. Operating Responsibilities

Clubs also have responsibilities in the areas of finance, assets and legal obligations.

Proposed Amendments

7.3.5 Wellbeing (new)

Clubs owe their members a duty of care when running events, and this extends to emotional and mental wellbeing.

Clubs must ensure that there is a committee member who will be the designated Wellbeing Officer at every club event.

- a. a Wellbeing Officer is a club representative who is responsible for managing any issues of confrontation, aggression, harassment, bullying, peer pressure or social anxiety; crisis management; intra committee issues; any other social or personal issues that arise at a club event.
- b. For events with over 100 participants at one time, the number of wellbeing officers shall be increased to two, with a committee member for every additional 100 participants up to three committee members supervising at any time.
- c. For events with alcohol, the minimum number of wellbeing officers shall be increased by one.

Reasoning

This increases the responsibility a club has to look after anyone attending their events, expanding the focus on wellbeing from camps alone. The definition of a Wellbeing Officer is taken partly from the camp leadership guidelines, but reduces the focus from camp-exclusive scenarios to encompass more likely risks for general events. Currently this does not impose an additional training requirement, however club committee members would benefit from having completed the SCP Camp Welfare Training.

Code of Conduct (endorsed by the C&S Committee on 14/08/18)

(new)

10. Code of Conduct

Clubs must abide by the code of conduct at all times.

Purpose

The Clubs and Societies Code of Conduct is a document that supports the fundamental goal of Clubs and Societies in fostering an inclusive and positive culture within and between clubs, in order to provide students with events and activities in a safe and welcoming environment.

This code requires club executives to:

- Agree to abide by the Code of Conduct
- Agree to abide by the Clubs and Societies policies and regulations
- Agree to abide by the University of Melbourne's conduct policies as they relate to students
- Acknowledge that Clubs and Societies may take disciplinary action against the club if there is a breach of the Code of Conduct, policies and regulations.

Scope

This code applies to the Clubs and Societies committee, clubs as entities, and the club executives as the students responsible for the running of clubs. The code of conduct serves as a guiding document for club operations in general. It covers expected behaviour while club business is being conducted, including events, communications with members, and the responsibility that the committee has to the Clubs and Societies department.

Values

These principles underpin the expected conduct of club executives. Clubs and Societies demonstrates its commitment to these values

Respect

Clubs and Societies seeks to treat everyone with courtesy and to be considerate towards others in all circumstances. Clubs and Societies promotes the wellbeing and safety of club members at all times.

Inclusivity and accessibility

Clubs and Societies aims to treat people fairly, and to work to create an environment that promotes mutual respect and accessibility. This involves being culturally inclusive, and actively working to be aware of the specialised needs of others and ensuring events are accessible.

Responsibility

Clubs and Societies seeks to be consistent in fulfilling any tasks and roles required of the position of a club committee member in a timely manner and to a satisfactory standard. This includes the respectful treatment of power relationships, and not misusing funds or other privileges provided by UMSU and Clubs and Societies.

Transparency and accountability

Clubs and Societies aims to act with integrity when dealing with all club matters and promotes a trusting relationship between all parties by communicating openly.

And add to Contents

10. Code of Conduct

Reasoning

The Code of Conduct has been adopted as department policy, C&S would like to place it in the Regulations and thus ensure it is binding on clubs.