



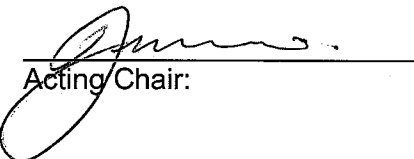
# UNIVERSITY OF SYDNEY UNION

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## UNIVERSITY OF SYDNEY UNION SECRETARIAT

The attached regular minutes have been accepted by the Clubs & Societies Committee by resolution as a true and accurate record of the events of the meeting held on the 20 March 2012

  
Acting Chair:

Date

15/5/12



**Meeting of the Clubs and Societies Committee  
3.00pm, 20 March, The President's Faculty Meeting Rm  
Manning House, Manning Road, University of Sydney.  
MINUTES**

Committee Members Jacqui Munro (Chair), Zachary Thompson (Vice President, *ex-officio*)  
Anshu de Silva Wijeyeratne, Alexander Hanbury-Brown, Cameron Creigh, Karen Chau, Peta Blundell, Ganesh Vaheisvaran, Victoria Grimshaw, Alexandra Brown.

USU Staff Kristy Samal (Committee Secretary), Gayda de Mesa (Clubs and Societies Office Assistant).

Visitors	Alya Sharif, Wei Ming Lee, Oliver Wyuill, Meghan Batchelden.
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Resolution No#	Details
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	The Chair opened the meeting at 3:08pm. 1. Apologies and Leaves of Absence
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<b>C&amp;S28/12</b>	<b>Resolved to accept apologies from Alistair Cowie, Sibella Matthews and Angela Vogiatoglou.</b>
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***Cameron Creigh/ Peta Blundell***

	2. Minutes of the meeting held 14 <sup>th</sup> February 2012.  Mr. Anshu de Silva Wijeyeratne noted that his surname had been incorrectly recorded and wished that this be corrected for future reference.  Ms. Alexandra Brown also highlighted a mistake regarding her title in the minutes and asked that it be changed from 'Mr.' to 'Ms.'  Mr. Ganesh Vaheisvaran indicated that his surname as currently referred to is incorrect and wished to change this to his full and accurate surname.  Mr. Cameron Creigh noted that the approval of the In-Camera minutes of the meeting dated 14 <sup>th</sup> February 2012 will have to be delayed until the following meeting as they had not yet been sighted by the members of the committee.  Mr. de Silva Wijeyeratne noted that in resolution <b>C&amp;S10/12</b> , the wording needs to be amended to state 'zero membership <u>fee</u> clause'.
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<b>C&amp;S29/12</b>	<b>Resolved that the regular minutes of the previous meeting held 14 February 2012 be accepted as a true and accurate record of proceedings proviso the above recommendations</b>
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***Alexandra Brown/ Cameron Creigh***

	3. Business Arising From The Minutes  There was no business arising from the minutes.
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**C&S30/12 Resolved that standing orders be suspended and that discussion move to Item 5. Other Business**

***Karen Chau/Alexander Hanbury-Brown***

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5. Other Business

SU Association of Malaysian Students

Ms. Jacqui Munro called for representatives of the **Sydney University Association of Malaysian Students** to speak to their funding appeal regarding their *Orientation 2012 Joint Event*.

Mr. Wei Ming Lee introduced both himself and fellow representative Ms. Alya Sharif as executive members of the SU association of Malaysian Students.

Mr. Lee explained that his club had failed to submit a joint event form to the C&S Office by the deadline as a result of difficulty in contacting the additional signatories of the event. He added that there is a lack of knowledge among the club executives regarding joint event procedures. Mr. Lee stated that the club currently lacks an official Treasurer and Vice President. In addition, he claimed that as a result of poor handover between outgoing and incoming executives, those who currently hold positions did not know about the deadlines for joint event forms. Mr. Lee claimed that because they did not realise they needed the signatories from other participating clubs they ended up submitting in the form late. Mr. Lee apologised for his club's mistake but pleaded for leniency, stating that the club has been preoccupied with O-Week and low membership registration as a result of the weather. Mr. Lee claimed that the club and its executive had got caught up with everything and subsequently overlooked the administration procedures required for their welcome event. He stated that the SU Association of Malaysian Students understood their mistake and were willing to accept the associated cost, however asked that the C&S Committee consider the fact that the club was hard working and would endeavour to continue as such.

Mr. Ganesh Vaheisvaran questioned Mr. Lee as to how many Access members they had signed up at their welcome event.

Mr. Lee replied that approximately 40 to 50 new Access members were signed up. He added that the welcome event was very important in attracting new first year members.

Ms. Gayda de Mesa stated that the C&S Office had yet to receive the post-event form for the event.

Mr. de Silva Wijeyeratne admitted to feeling sympathetic to the club as it was their first joint event; however asked the Committee whether this would normally have made a difference to the actual on-time submission of a pre-event form. He argued that there does not appear to be any confusion in the

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submission deadline for pre-event forms.

Mr. Lee answered that the club had not realised the need for two signatures and by the time they had obtained both signatures the deadline had passed.

Mr. Creigh asked Mr. Lee to clarify whether the club had submitted the form the day after the form submission deadline.

Mr. Lee responded that his club had indeed submitted the form in the next day.

Ms. Munro thanked Mr. Lee and Ms. Sharif and suggested the club submit a post-event form to the C&S office before deadline. She stated the matter would be discussed further later in the meeting.

The Roller Derby Society

Ms. Munro called for representatives from The Roller Derby Society and asked them to explain their cause.

Ms. Meghan Batchelden spoke to their society's request to lift probationary registration. She elaborated on the current state of the society stating that they have not had a very functioning executive for the past few months due to her own absence and several executive stepping down from their positions due to extra commitments.

Ms. Batchelden claimed that the society had succeeded in submitting both CAPEX for 2011 and 2012 but highlighted the need to talk further with the C&S office and Committee regarding indemnity and lending policies.

Ms. Batchelden also stated that organising a venue for their society has been time consuming, however they have managed to secure an area underneath Broadway Shopping Centre for utilisation. She added that the society has agreed on a price of \$60.00 per hour for skate hire yet added that they are still waiting upon their CAPEX to come through as they have ordered custom-made skates from a private manufacturer.

Ms. Batchelden stated that the society had registered 100 new members over O-Week. She confessed her hopes that this will improve the outcome of their General Meeting to be held next week as the AGM last year did not reach quorum.

Mr. Creigh asked Ms. Batchelden whether the society had held any events so far this year or late last year.

Ms. Batchelden replied that the society had put on a movie night as well as skate practice, however only those with their own skates were able to participate. She argued that this severely affected the success of the event.

Mr. de Silva Wijeyeratne asked Ms. Batchelden whether the society had a fully functioning executive team and if not, what the society intended to do regarding the situation.



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Ms. Batchelden responded that the society did not have a fully functioning executive team but that a large amount of interest was generated amongst new members registered during O-Week. She stated that she planned to let current executives know that their positions are on the line unless they fulfil the responsibilities of their roles.

Ms. Peta Blundell asked Ms. Batchelden what members of the executive team were not fulfilling their role requirements.

Ms. Batchelden highlighted the roles of Vice President, Equity, Treasurer and Secretary.

Mr. de Silva Wijeyeratne asked which main roles in particular most urgently need to be filled.

Ms. Batchelden stated that the role of Secretary most needs to be filled but no one in the current executive team is adequately experienced.

Ms. Munro thanked the society for coming in to discuss the matter and added that the issue will be discussed further by the Committee. Ms. Munro then directed the C&S committee to consider the appeal application put forward by the SU Association of Malaysian Students.

SU Association of Malaysian Students:

Mr. de Silva Wijeyeratne commenced discussion by asking Ms. de Mesa whether this club had recently approached Committee for a separate appeal issue to which Ms. de Mesa replied that the club had come to committee late last year but with a different issue.

Mr. de Silva Wijeyeratne asked whether both appeals had involved the same executive.

Ms. de Mesa responded that it had been a different executive team.

Ms. Alexandra Brown queried as to how much money the club wished to claim through the USU for their event.

Mr. Creigh estimated that attendance numbers indicated roughly \$400.00.

Mr. de Silva Wijeyeratne suggested that because two clubs had been involved in the actual event, the cost could be split between both clubs. He also proposed that the Committee should consider the fact that only the SU Association of Malaysian Students had come forward to the Committee to discuss their appeal.

Ms. Brown recommended that the rejection of the appeal be upheld.

Mr. de Silva Wijeyeratne raised the question of whether such a club was likely to repeat offend. He argued that the fact the executive claim they did not know about the requirement for two signatories could present a problem in the future.



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Ms. de Mesa drew attention to the fact that the club had actually submitted the joint pre-event form late without both signatories and that she had accepted the form provisory that signatories would be on there by the following day.

Ms. Brown argued that the confusion of the clubs was easy to understand.

Mr. Vaheisvaran asked what the actual policy was for submission late by one day.

Ms. Munro argued that submission was regarded as equally late once it had passed the deadline despite the length of days it was late.

Mr. de Silva Wijeyeratne proposed that by accepting the appeal the Committee might be promoting a higher standard of leniency than appropriate for other clubs.

Mr. Alexander Hanbury-Brown agreed and added that the cost would only amount to \$100.00.

Mr. Creigh also agreed stating that if the cost was likely to have a more detrimental impact then the situation might have been different.

Mr. de Silva Wijeyeratne asked to clarify what this difference might be

Ms. Victoria Grimshaw re-noted that the club had not yet submitted a post-event form.

Ms. Blundell added that the club generally seemed confused as to C&S procedures.

Ms. Karen Chau agreed, stating that overall the club appeared clueless and perhaps there should be some bearing on their lack of knowledge.

Ms. Blundell suggested that the success of appeal be made provisional on club executives attending briefing sessions.

Mr. de Silva Wijeyeratne stated that whilst this had been nominated in the past for other clubs he believed that this particular club was simply ignorant of the rules and argued that this is not a valid excuse for a club.

Ms. de Mesa drew attention to the fact that the club had previously won 'Best Club', indicating that the past executive had knowledge which obviously had not been handed over appropriately.

Mr. Vaheisvaran argued that the current executive cannot be compared with or held responsible for the previous executive's achievements or failures.

Ms. Munro added that the resources available to clubs were provided specifically to counteract the confusion and ignorance of club executives.

Mr. de Silva Wijeyeratne asked to clarify whether both clubs should be penalised considering one club had come to Committee to discuss their



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appeal.

Ms. Blundell argued that the rejection be upheld for both clubs.

**Resolved that the rejection of funding for the *Orientation 2012 Event* be upheld.**

**C&S 31/12 *Victoria Grimshaw/Anshu de Silva Wijeyeratne***

SU Resistance

Ms. de Mesa pointed out that none of the club executives were in attendance despite their to the Committee meeting. Briefing the committee on the issue Ms. de Mesa explained that the club had been put on probationary status by Ms. Angela Vogiatoglou after having engaged in spruiking at O-Week and a poor record of re-registration to which the Committee has previously been very lenient. She highlighted that the club executives had attended training as part of their probation however, the C&S Office has just been informed that an AGM had been held earlier in the day (20 March 2012) nominating a new executive. Ms. de Mesa is currently unsure as to whether this meeting followed appropriate protocol and gave sufficient notice. The club has also been issued an official warning after ignoring the requests of Access staff to refrain from posting inside the Manning building.

Mr. de Silva Wijeyeratne clarified whether Ms. de Mesa had received any records pertaining to the club's AGM to which she replied that she had not but she explained that the C&S Office does not usually look into AGMs until the documents are submitted. Mr. de Silva Wijeyeratne clarified that as a result the Committee was not yet able to ascertain whether the AGM is legitimate.

Mr. Zachary Thompson argued that the club does not seem to give any indication of amending their ways to which Mr. de Silva Wijeyeratne questioned whether the club deserved to continue being a part of the C&S program given their lack of engagement and respect for C&S regulations.

Ms. Blundell suggested issuing an ultimatum to the club whereby failure to attend the following meeting would result in their dissolution. Mr. de Silva Wijeyeratne agreed, stating that the club should be issued a warning asking them to come to the next committee to state the goals and direction of the club.

Ms. de Mesa pointed out that given the recent AGM the executive may have changed indicating a possible change in club operations. Ms. Munro stated that if this were the case, why the executive had not made it to the Committee meeting to which Ms. de Mesa argued that they probably did not know about the meeting.

Ms. Chau enquired as to whether it was essential for the club to remain a part of the program given their lack of initiative and productivity. Ms. de Mesa pointed out that there was little interaction between the club and the C&S office.



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Mr. de Silva Wijeyeratne reminded the committee that it was ultimately up to membership to which Ms. Munro argued that this may be counteracted by their lack of engagements and ability to fulfil and abide by the goals and aims of the USU. Mr. de Silva Wijeyeratne maintained that the committee does not assess everyone equally on this matter and therefore would not be able to judge the club on their engagement without assessing every club.

Ms. Munro suggested extending the probation with compulsory requirements. Ms. Blundell recommended applying a deadline. Mr. de Silva Wijeyeratne proposed that the probationary status of the club *lie on the table* and that C&S office should issue orders for the compulsory attendance of club representatives at the next meeting to determine whether to maintain the probationary status of the club or dissolve the club altogether.

Ms. Brown stressed the need to clarify the stakes clear to the club especially given the new executive.

**C&S32/12 Resolved that the C&S committee proposes the dissolution of the SU Resistance Club unless the executive shows cause at the next two C&S Committee meetings.**

***Peta Blundell/Karen Chau***

The Roller Derby Society

Ms. Munro enquired whether full status should be awarded to the club. Mr. de Silva Wijeyeratne recommended that given the current executive and lending situation probationary status should remain.

**C&S33/12 Resolved to extend the probationary status of The Roller Derby Society for a further six months.**

***Cameron Creigh/Anshu de Silve Wijeyeratne***

University of Sydney Toastmasters Society

Ms. de Mesa argued that the club had demonstrated a good record and attended the required training session.

**C&S34/12 Resolved to approve full registration of status of the University of Sydney Toastmasters Society.**

***Alexander Hanbury-Brown/Alexandra Brown***

SU Vietnamese Dynamic Students

Ms. de Mesa explained that the club had attended compulsory training but had since seemed to have no further engagement with C&S.

Mr. de Silva Wijeyeratne pointed out that the club had run a stall at O-Week.





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Mr. Vaheisvaran asked why the club were on probation to which Ms. Munro replied that it was so that the club could prove they deserved full status.

Ms. Blundell enquired as to how much funding the club received on probation. Ms. de Mesa estimated around \$2000.00 given it was a six month probation period. She added that this will be the third time the probation will be extended.

Mr. de Silva Wijeyeratne explained the Committee had extended probation due to the complicated situation within the club revolving around the dynamics resulting from the merger of previously autonomous Vietnamese clubs.

Ms. Blundell suggested that the proposal *lie on the table* for a month in order to allow the club to come to committee and explain the situation further.

**Resolved that the proposal for probationary status of SU Vietnamese Dynamic Students *lie on the table* for one month and that a member of the executive be requested to attend the next committee meeting.**

C&S35/12

***Anshu de Silva Wijeyeratne/ Victoria Grimshaw***

[White Ribbon at The University of Sydney](#)

Ms. de Mesa explained that the club had held a major event last year for White Ribbon day but have not held anything since. She added that the club president is very active in a number of clubs.

Mr. de Silva Wijeyeratne suggested that their focus may be too narrow for the club. He also added that C&S should make it clearer to clubs that they should come to meetings. All members agreed on the matter and Ms. de Mesa agreed that she would investigate how to clarify the importance for club representatives to attend Committee meetings to argue their cause.

**Resolved that the proposal for probationary status of White Ribbon at The University of Sydney *lie on the table* for one month and that a member of the executive be requested to attend the next committee meeting.**

C&S36/12

***Ganesh Vaheisvaran/ Karen Chau***

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C&S37/12 **Resolved to resume standing orders and that discussion move to Item.4 General Business**

***Alexandra Brown/ Peta Blundell***

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4. General Business

4.1 Clubs and Societies Manager's Report

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Ms. de Mesa (on behalf of Angela Vogiatoglou) spoke to the report. Ms. de Mesa reported that the Sydney University Liberal Club (SULC) had been to see Ms. Vogiatoglou and that she was satisfied with both the club and the executive. Ms. de Mesa highlighted the efficiency of the SULC secretary in supplying requested documents and the constitution.

Ms. Brown queried the next scheduled AGM of the SULC to which Ms. de Mesa stated that the AGM would be held in June.

Ms. de Mesa then outlined the current funding situation. She explained that due to the implementation of new printing and copying procedures as well as being understaffed, the office presently has a backlog of funding applications including 51 x Events/Other and 94 x O-Week.

Ms. Munro asked what the new printing procedures entailed and how they contributed to the backlog. Ms. de Mesa explained that the printers have not been functioning well and have caused several jams over the past few weeks. When Ms. Munro asked why the problem had not been overseen by IT, Ms. de Mesa responded that IT is also extremely busy at the moment as well as being understaffed. The problem is also exacerbated by students coming into print without knowledge of their printing codes and requiring staff assistance.

Ms. de Mesa outlined the funding situation with the Annual report reporting a grand total of \$22,917.16 for the sum of 2012 and \$23,910.66 for the YTD 2012.

Mr. Hanbury-Brown asked how the number of ACCESS card sales compared to last year. Ms. de Mesa was unsure of an exact number but Mr. Thompson stated that numbers had done really well and were comparable to the previous year's sales.

**C&S38/12 Resolved to accept the Manager's report as presented by Gayda de Mesa on behalf of Angela Vogiatoglou**

***Cameron Creigh/ Peta Blundell***

*Zac Thompson exited the meeting at 16:00pm*

#### 4.2 Capital Expenditure Requests

Ms. Munro suggested the committee move onto Item 4.2 and asked whether any of the members wished to raise any questions or concerns.

Ms. Blundell expressed her confusion at what the CAPEX request of Sydney University Information Technology Society (SUIT) exactly entailed. Ms. Brown agreed, questioning whether the society had costed the fridge themselves by working out the market price.

Mr. de Silva Wijeyeratne asked the committee to clarify what exactly the society were claiming to which Ms. Munro explained that the society were requesting funding for a Wii console, graphics card and monitors. Mr. de



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Silva Wijeyeratne questioned whether a conflict of interest existed in the fact that the fridge had been bought from a member of the old executive. Ms. Munro argued that a reasonable price had been assigned to the fridge.

Mr. de Silva Wijeyeratne asked whether the society had used the club funds to buy the fridge and therefore whether the members of the society were being looked after if funds were going elsewhere. Mr. Hanbury-Brown highlighted that it was up to the members to vote in the executive and thus, were responsible for determining who controls funds. Mr. de Silva Wijeyeratne underlined the fact that the fridge had been bought from a member of the old executive and could therefore imply unfair use of funds. Mr. Vaheisvaran clarified that the fridge had been paid for by member funds but USU was only paying for the consoles and monitors. Both Mr. Creigh and Ms. Munro highlighted that the price of the fridge was very reasonable and therefore could be taken to be the most competitive price.

Ms. Blundell suggested adding a clause to the resolution. Ms. de Mesa explained that club finances should actually be considered in club meetings so that members are able to approve Capex.

Ms. Munro questioned whether the committee was divided as to the approval of the Capex funding for SUIT to which Ms. Brown answered that the members support the funding but that the issue was much broader and may need further future consideration. Ms. Munro and Mr. Hanbury-Brown agreed that the concept of Capex and making receipts needs to be discussed in future meetings. On this Mr. de Silva Wijeyeratne suggested that Accounts should be represented at the AGM.

**C&S39/12 Resolved that the following recommendations contained in the Capital Expenditure Report be accepted *en bloc*:**

**SU ALP Club: That the Capital Expenditure request for \$181.50 be accepted.**

**SU Geosciences Society: That the Capital Expenditure request for \$172.56 be accepted.**

**SU Muslim Students' Society: That the Capital Expenditure request for \$500.00 be accepted**

***Alexandra Brown/ Peta Blundell***

**C&S40/12 Resolved that the following recommendations contained in the Capital Expenditure be accepted:**

**SU Information Technology Society: that the Capital Expenditure request for \$495.00 be accepted.**

***Victoria Grimshaw/ Alexander Hanbury-Brown***

***Abstained: Anshu de Silva Wijeyeratne***

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Workstreams

Ms. Munro referred to the induction held by Mr. de Silva Wijeyeratne and suggested the committee decide the division of roles and committee 'workstreams' Committee members would like to be involved in.

Mr. de Silva Wijeyeratne provided a quick recap to the committee regarding the four suggested workstreams:

- 1) C&S Regulations Reform – three to four Committee members
- 2) C&S Awards – would require approximately 3 meetings during the year and thus only need 1 or 2 Committee members
- 3) C&S Committee Guidebook – two Committee members
- 4) Formation and structuring of clubs – two Committee members

Ms. de Mesa argued that Capex would fall under other regulations. Mr. Vaheisvaran suggested that post-event funding be moved to the Orion online site as the C&S Office currently doesn't notify clubs of progress or updates. Ms. de Mesa explained that it was difficult to incorporate into the site's structure stating that the developing the online pre-event form had been extremely time-consuming and remains problematic.

Mr. de Silva Wijeyeratne suggested the need to redefine formation structures within the C&S program. Ms. Blundell argued that there might be too much overlap between the Committee and the C&S Office to which Ms. de Mesa agreed that the C&S office would appreciate consultation on such matters.

Ms. Munro indicated that the Committee does not currently possess the power to develop a backend structure.

Mr. de Silva Wijeyeratne highlighted that the C&S Office were always welcome to participate in the working parties. Ms. de Mesa stated that the office was definitely intending to participate as they had been unconsulted in the past and the workstreams provided them with a new opportunity to get involved in decisions.

*Ms. Jacqui Munro exited the room at 16:20pm*

Mr. Creigh suggested that the Committee formally agree on the four workstreams currently presented with the possibility to create new ones if further concerns arise. He highlighted that the regulations reform workstreams will present more work.

*Ms. Jacqui Munro re-entered the room at 16:22pm*

Mr. de Silva Wijeyeratne noted that every working party would need to be approved by the Committee.

Ms. de Mesa added that the Committee would need to coordinate the change of regulations with the submission of new clubs.

**C&S41/12 Resolved to extend the meeting by a further 30 minutes.**

***Alexandra Brown/Anshu de Silva Wijeyeratne***



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Ms. Munro recommended that the Committee decide on the delegation of roles.

Ms. Blundell, Ms. Grimshaw and Mr. de Silva Wijeyarten requested the guidebook workstream.

Mr. Vaheisvaran and Mr. Creigh requested the Club formation and restructuring workstream.

Ms. Brown and Mr. de Silva Wijeyeratne requested the regulations workstream. Mr. Creigh offered his assistance to this workstream on the basis of the extra workload.

Mr. Hanbury-Brown and Ms. Chau requested the Clubs and Societies Awards workstream.

Ms. Munro thanked the Committee members for their willing self nominations and reminded them that the onus remained on themselves to get the work completed. She added that the following meetings will have large agendas and that she will endeavour to type up a document showing the specific concerns. Ms. Brown added that the Committee needed a document on probations.

Mr. de Silva Wijeyeratne raised the concern relating to the Constitutional amendments deadline and whether the Committee should consider a attitude of discretion towards inviting clubs so as to reduce the time spent on concerns during meetings. Ms. Munro argued that it would be unfair to tell clubs to come to the meetings and then leave shortly after. Mr. Creigh agreed with Munro but reminded the Committee that it would involve a lot of presentations despite C&S office recommendations usually being accurate.

Ms. Chau suggested offering disincentives and incentives to clubs to attend meetings. Ms. Munro added that prioritising certain constitutional amendments may be more effective.

Ms. de Mesa reminded the Committee that it also depends on when clubs submit their documents to the C&S office stating that it would be unfair to give clubs less than a week's notice of changes before the next meeting.

Both Ms. Brown and Ms. Munro stated that limiting presentation to one minute will also assist in reducing the time spent on such matters.

Ms. Munro added that clubs should be requested to write an explanatory letter to the Committee if they request an appeal. Ms. de Mesa stated that it was already necessary for clubs to write a letter however many did so informally. Mr. de Silva Wijeyeratne suggested that the C&S office attempt to stress the importance of such a letter to a club's successful appeal. Ms. de Mesa agreed that this should be done but said that changing attitudes towards appeals would take time. She added that the office will create a template for an appeal letter for constitutional amendments which can be taken to staff meetings to discuss.



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Ms. Munro asked whether the members of the Committee had any further issues they would like to raise. The members all agreed they had discussed everything they desired.

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6. Date of Next Meeting

3pm, Tuesday 17 April.

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7. Close of Meeting

The Chair closed the meeting at 16:41pm.

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