



AGENDA - ANU CLUBS COUNCIL MEETING 1 2020

Zoom

10:06am, Friday 3 April 2020

Item 1: Meeting Opens and Apologies

1.1 Acknowledgement of Country

1.2 Standing Orders Explanation

- We are not SRC, but are bound by their standing orders - this means everything in the meeting is done by motions, except for when we are hearing reports
- Procedural motions can be found in s.3 of the Standing Orders (found under the ANUSA constitution)
- If you want to speak, you must be called on by the chair - use the 'raise hand' function on slack for this. It is found in the participants list
- Voting will take place using the yes/no functions - **only delegates can vote**

1.3 Apologies

1.3.1 Sophie Jagger

Item 2: Acceptance of Previous Meeting's Minutes and Matters Arising

2.1 Motion to accept the minutes from CCM 4 2019 [Reference A]

Moved: Felix (XSA)

Seconded: Sophie (50/50)

Motion passes

Item 3: Executive Reports

Procedural to consider items en bloc

Moved: Jordyn Gibson

Passes

4.1 Chair's Report (Jacob Howland) [Reference B]

- Take largely as read
- Was appointed after Ebe's resignation, and would like to thank them for their work before that resignation
- It's been quite a year already - we've had a number of unexpected things come up, which has been challenging given that we are all volunteers
- If we've missed anything, please let us know
- Questions: none



4.2 Secretary's Report (Jordyn Gibson) [Reference C]

- Jordyn: take my report largely as read, just would emphasise reading it for useful notes on governance, over 80% of constitutions have had some issues, not necessarily non-compliant but are messy or contain out-dated language, make a recommendation that people take this time to review their constitutions. If you are a club which hasn't yet re-affiliated your affiliation from last year still stands. Everyone should have received communication from myself or Niam, expecting two late re-affiliation applications you should all have heard from someone - if you haven't please contact me on sa.clubs.secretary
I'd like to thank all of Exec for the work so far and give my appreciation to Jacob for the way he's handled this situation
- Felix: speaking of looking over constitutions, do you anticipate any changes to the affiliations policy that will require more changes to constitutions this year?
- Jordyn: at the moment that is extremely unlikely, would happen later in the year
- Ingrid (Japan Club): I've just had a look at funding policy, are grants apps still due on Sunday?
Jacob: Yes, we can't change that unfortunately but due to the circumstances and the lack of notice around that we'll do what we can on our end to make sure late applications get processed, you won't not be able to receive funding if you submit applications after Sunday.

4.3 Funding Officer's Report (Tanay Kapadia)

- Tanay has not submitted a report, but please contact sa.clubs@anu.edu.au if you have any questions

4.4 Community Officer's Report (Charlotte Henderson) [Reference D]

Charlotte: I'll take my report mostly as read, I will flag a large part of my role was social events, we have a few snags in that we have no money from SSAF and also that the government won't allow anything. The other thing I've been working on is training sessions, the in person training has had to be cancelled but I am planning to convert all of those into online resources including a wattle course. There will be delays seeing as all of the planning was made for in person seminars but this should be done by CCM 2

4.5 Affiliations Officer's Report (Niam Foxcroft)

- If you have any questions for Niam/about affiliations, please feel free to ask them now and Jordyn or Jacob may be able to answer them
- Otherwise email sa.clubs@anu.edu.au and Niam will reply as soon as possible
- No questions asked

4.6 Communications Officer's Report (Ezabell Kong) [Reference E]

- Ezabell is unable to be here but her written report is attached



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- If you have any questions please email sa.clubs@anu.edu.au

4.7 Branch Officers' Reports (Alex Conneely, Heather Johnston, Marni Mount, Cian Muenster, Celeste Sandstrom, Josh Yeend) [Reference F]

- Josh: Clubs seemed to engage well at market day, so should have a good level of members. Will also be sending an email to my clubs soon about how to hold events under the current circumstances.
- Heather: Discipline clubs are luckily often already quite established, and seem to be handling the current circumstances right now. My enrollment has changed, and so there is some uncertainty about my status in my role. Will communicate the impact of this soon.
- Alex's report is also attached to the agenda

4.8 General Officers' Reports

- No general officers present or reporting

CCE Reports moved by Indigo
Seconded by Ben

Item 4: Items for Resolution

4.1 Motion to amend the Funding Policy 2019 per Reference G

Moved: Jordyn Gibson
Seconded: Maddy Renshaw

Jordyn (For): at the moment it is not clear if we are bound to fund events that are in contravention to public health guidelines, e.g. if a club chose to run an event in violation of current social distancing regulations we may still be obliged to fund you. We set a high barrier (federal or territory level directives) and we think this will rarely come into place outside of this current situation, but it's still a good thing to have in place.

Maddy waives right to speak as seconder
No speakers against
Jordyn waives right of reply

Motion passes

4.2 Motion to affiliate the ANU UN Youth Volunteers Society

Moved: Jordyn Gibson
Seconded: Felix



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Jordyn: Point of Clarification - Tabitha (UNYVA representative) is invited to move the motion however not being currently affiliated does she have the ability to do so?

Jacob: I'll consult the standing orders now... to avoid ambiguity I think we'll get someone else, Jordyn are you happy to do so? [Jordyn agrees]

Jordyn (For): I have read the constitution and it's really good, congrats
Felix waives right as seconder

Procedural motion that Tabitha be called upon to speak in favour

Moved by Maddy

Motion passes

Tabitha: UN youth is an independent group that works a lot with high schools to run events, but a large amount of our volunteer base is centred at ANU, and we'd like to be able to affiliate as a volunteer group specifically to take advantage of campus culture and build better networks for our volunteers including social and organisational events.

Procedural motion to allow representatives from Clubs to speak to their affiliations

Moved by Felix

Motion passes

4.3 Motion to affiliate Artifex ANU

Moved: Felix

Seconded: Jordyn

- Felix: I'm the former secretary and still involved, they're running a number of events in this time and that's fantastic
- Jordyn waived her right as seconder
- Delegate (Miles): Artifex is a community of creators, not limited to IT, focused on flexible upskilling

4.4 Motion to affiliate the Afghan Students' Association in Australia

Moved:

Seconded:

- Jacob: No representative of ASA appears to be here, so we should allow this to lapse. That being said, I must call for movers and seconders
- Seeing none, the motion lapses



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Item 5: Items for Discussion

5.1 Motion to into a committee of the whole

- Would be useful if anyone has any questions they'd like us to help with now, however given number of participants this is probably not a big deal
- No movers or seconders

Item 6: Other Business

Item 7: Date of next Meeting and Close

Jacob: The next meeting of the Clubs Council is expected to be held in Term 2 of 2020, also via Zoom. Exact time and date will be worked out as soon as possible

Close of Meeting: 10:46am.



Reference A: CCM 4 2019 Minutes

<https://docs.google.com/document/d/1aN4pVLiCvKkJybgtsV8-WH14TLJrzhhSM4-wLMbZu1Y/edit?usp=sharing>



Reference B: Chair's Report

Jacob Howland

sa.clubschair@anu.edu.au

Introduction

Hi all, welcome to clubs chair reporting for 2020! I'm hoping to keep my reports a bit briefer than some chair reports have been in the past, and hopefully focused in a way which is useful to clubs/delegates. If you have any questions at all about anything in this report please feel free to either ask them at the CCM or email me at any time. I would like to thank you all for your recent understanding, particularly in relation to this meeting having to move.

I would like to say first that during these uncertain times (I use that phrase ironically, I promise), there are a number of things which should be prioritised over clubs. If you need support with your club, feel free to contact us, and if you or your team need other support, I would encourage you to contact the ANUSA student assistance officers at sa.assistance@anu.edu.au.

The team

There have been a number of changes to CCE since our terms started on 1 December 2019.

The first is me! For anyone who was unaware, I was appointed chair in late December. Ebe Ganon, the chair elected at the end of last year resigned from the role after they were offered a full time job at Parks Australia. Ebe did a tremendous amount of work before they left the role, mostly before the term even officially started.

In addition, a number of casual vacancies arising from the elections last year were filled before I was appointed. They are as follows:

Funding Officer	Tanay Kapadia
Arts & Performance Branch Officer	Marni Mount
Culture & Language Branch Officer	Cian Muenster
General Officers	Nan Chen, Ian Huang and Kimon Vakkas

The Special Interest Branch Officer role was also filled, but Harry had to resign before the start of the semester for personal reasons, so this role remains casually vacant. There is also the possibility of another casual vacancy arising due to the cancellation of an officer's honours project. We are waiting on a final decision from the ANUSA General Secretary as to whether



this means they are ineligible to occupy their role. Our current feeling is that we should not attempt to fill these roles at this time. I think it unlikely that anyone would be interested at this point, there is a limited amount of work to do on CCE compared to normal, and I think that filling them as we come out of the current crisis is more likely to bring new energy to CCE when it is needed. If anyone has any thought on this approach (especially if you disagree with it) we would love to hear them.

In recent weeks many members of CCE have been taking steps back from their roles as required to deal with other challenges they are facing. We have been working to ensure that any essential work not being done because of this is being picked up, but if you believe something is not being, please let us know. I would ask for your patience and understanding that some things may be happening a bit slower than we would like as many of us work through whether we're staying in Canberra, where our income will be coming from, and other personal and family pressures at this time.

Events/COVID-19

Obviously the rapid changes of the last few weeks have had significant impacts on clubs. During the initial, event ban, stage, CCE sent a number of emails to clubs and I posted on Facebook a few times. We also worked closely with the ANUSA exec to make sure we had the most current information and our/clubs' questions were being addressed by the uni. I particularly thank Lachy and Sophie for how effectively they shared information when a lot was going on.

As things evolved, it became increasingly clear that the only option for clubs to responsibly continue to function was to do so in digital spaces. We have been part of a group from across the uni, initiated by Lachy and led mainly by Sophie, who are working on putting together a centralised online event calendar and supporting the planning of online events. I would reiterate my encouragement for any clubs who are interested in running online events to reach out to us (sa.clubs@anu.edu.au)/Sophie (sa.social@anu.edu.au).

We have begun work, as much as we are able, on moving to support clubs in this new context. We hope to be able to accelerate this as things hopefully stabilise somewhat and we get through the mid sem assessment period. If there is anything you need from us during this time, or think we should be focusing on more, please reach out to me at sa.clubs@anu.edu.au at any time.

Affiliations

I'll leave most of the details to Niam, but 65 clubs have been successfully reaffiliated so far. The remainder have either been contacted about compliance issues which we're working with them to resolve, or were later submissions and are soon to be passed by CCE. The main other thing I would like to remind everyone of is Jordyn's [interpretation](#) (page 40), which means that your



affiliation extends to the end of term 1 of the following year. This means that all of your clubs are still affiliated, regardless of your progression through the affiliation process.

Funding

Obviously the funding clubs need this semester will be significantly different to usual. A couple of reminders/clarifications.

Firstly, application deadlines continue to apply, meaning applications for events from this term are due Sunday 11:59pm. I understand that we have not provided as many reminders of this as usual, and that other things have been on your minds, so I would just ask that you submit grants for events from this term asap, and we will deal with them as needed for compliance. If you think you're going to need longer than the end of the mid sem break to submit your grants, please let us know as soon as you can.

Secondly, I note access to the funding application system took longer than would have been ideal. I apologise for this, it was the fault of a variety of people and organisations, including me. This problem should not arise again next year, as all new access which has been granted over the last few weeks extends to the end of term one next year (per the above interpretation).

Thirdly, I'd like to talk a bit more about the implications of the current situation for what funding will be available. Events which violate guidelines, and especially those which violate laws, as they were in place at the time of the relevant event, will not be able to be funded. A funding policy amendment to make this clearer will be discussed in this meeting, but even absent its passage, these events would not be able to be funded. I don't imagine this will be a problem, as I've seen all clubs act very sensibly at this time, but wanted to flag it. I imagine the main implication of this will be that there will be far fewer funding applications than usual during the event restrictions. Ideally this will mean we'll be able to be more generous than expected with funding rates next semester, and hold a clubs ball, but if the restrictions extend well into/for the duration of semester two, we will need to consider how money can be spent. If anyone has ideas about that I would be interested to hear them. In the meantime, funding continues to be available under the policy, the main uses I imagine for this will be online events, and capital expenditure in preparation for next semester. If there is something you want to do/spend money on and you aren't sure if it is allowable under the policy get in touch and we'll be more than happy to talk through your options.

Communications

One of the things we really wanted to work on this year was communications - fixing our part of the ANUSA website, and communicating consistently by email and on Facebook. I regret that we haven't been able to make much progress on this so far after the transition between chairs



and now the current situation. If you have any thoughts about what you would like to see in this space that would be very helpful to us, as we gain the capacity to take up project work again.

Governance Review

Obviously this has now been pushed out of focus for the time being, but as some of you may know, it would seem that it is finally possible that the review of ANUSA's governance arrangements (constitution and related documents) which has been going on for almost three years is finally going to lead to results. The starting point for constitutional changes is a series of recommendations from external consultants. These recommendations vary in their quality. CCE has provided some feedback to the General Secretary already. Additionally, I have been appointed to the group who will draft the proposed amendments. I would be excited to talk with anyone about their thoughts on how the way ANUSA supports clubs could be better on a structural level, or any other thoughts you might have on ANUSA governance.



Reference C: Secretary's Report

Jordyn Gibson

Reaffiliations

Firstly, a huge thanks to Niam for doing a fantastic job coordinating this process, and to all of the CCE members who reached out to help with it, as well as to the clubs who were all cooperative with submitting their constitutions and amending them if necessary. Over the past month or so, I've interpreted 108 club constitutions. All clubs should have now received either a notice that they have been successfully re-affiliated or communication from either myself or Niam indicating that they are in some way non-compliant and the process by which they can fix that. The urgency of re-affiliation is thankfully much reduced due to *Interpretation 2/2020* (more on this in the interpretations section of my report), but the bulk of clubs are now either re-affiliated or know how they must amend their constitution in order to become compliant. **If any clubs have not received any communication concerning their re-affiliation, please contact sa.clubs@anu.edu.au asap.**

There are a few very common problems across constitutions that I've noticed and wanted to discuss here for anyone interested in improving their own club's governance:

- Many constitutions contain references to GAC, which is outdated. I'd encourage you all to make sure to remove any references to GAC from your constitutions at the next opportunity in order to simplify your constitutions.
- Many constitutions lack explicit means of filling vacancies on their executives - this can create ambiguity that makes governing the club unnecessarily hard.
- Most constitutions have absolutely no provisions granting a member of their executive interpretive power. This means that in almost all instances, if there are any ambiguities about the meaning of a particular provision in a constitution, I'm the only one who can resolve that ambiguity. I would strongly encourage clubs to give someone on their executive (likely either the VP or Secretary) interpretative power so that you can manage your own constitutions and my hot interpretive takes are only required when a dispute arises.

If your club needs to hold a general meeting to resolve any constitutional issues, that can and must still happen, but can be conducted over Zoom or a similar interactive, accessible video-conferencing platform.

Interpretations

I've made two major interpretations this year, which are available on the [Clubs Council Interpretations Register](#). The first one covers a fairly niche issue and is consistent with past



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precedent, and essentially just clarifies that trustees must have university ID numbers for the purposes of affiliation. The second is more interesting, and has resulted in some fundamental changes in the way that re-affiliations work. In the past, it seems that affiliations were taken to have expired at some point over the summer, and then had to be regained during the re-affiliations period. Although that was how practice worked, the actual purpose of the policy suggests that re-affiliations act more similarly to a renewal of affiliation, which has not necessarily expired (just in the same way you would renew a loan for a book before the loan is overdue/expired). The practical effect of this is that clubs affiliated in 2019 remain affiliated to Clubs Council until the end of teaching semester 1, although if they fail to re-affiliate by the end of the re-affiliations period, they will have to go through the same process as new clubs. The even more practical effect of that is that clubs remain able to apply for grants, access free room bookings, and otherwise enjoy all of the benefits of re-affiliation even before they are re-affiliated in the next year. This should make it substantially easier for clubs to run events in future O-Weeks and at the beginnings of term 1. If anyone has any questions about this interpretation in particular, I'd encourage them to reach out to me at sa.clubssecretary@anu.edu.au.

Policy

There haven't been any fundamental policy changes that CCE has been working on, beyond a few small reforms and a clarification of the funding policy to ensure that CCE has the capacity to restrict events that go against public health and safety guidelines put out by the government (this is in reaction to the current COVID-19 crisis, but will also be useful for any future crises, should they occur).

CCM Scheduling

Scheduling in future will likely continue to be at the same time, on a Friday, and until social distancing measures ease, over Zoom. Thank you all for bearing with us on this. I currently anticipate that CCM2 will take place on or around week 9.



Reference D: Community Officer's Report

Charlotte Henderson

Hi everyone!

I just want to start by saying I'm sorry for how much of a disappointing year this has been for clubs and the ANU community in general. Club exec's put in so much work; and it's a real shame that it hasn't come into fruition this year for situations truly beyond our control. I also have a friendly reminder that if you are bored at home – please start writing your handover now! Here's what I've been up to since I started:

- **Social:**

- A large part of my role is organising social events on campus for clubs to network at and to thank all execs for their work so far this year.
- I have encountered two rather significant problems trying to run social events on campus. The first being that Clubs Council did not receive any funding from the Student Services Amenities Fee (SSAF) bid for social events or training at the end of last year, and any event I ran would have had to have been free. The second issue I faced was the whole covid-19 debacle.

- **Trainings:**

- I had released Clubs Management Training, which was expected to cover managing an exec, resources, Functions on Campus, elections, etc. however this was cancelled due to covid-19.
- Finance Training and Balls and Special Events Training were expected to run in Term 2, and I had spoken to seven different departments across the ANU and ANUSA before they were cancelled.

- **Online Resources:**

- A Funding Factsheet, created by Ezabell, Jacob and I intended to be more accessible and less boring than the Funding Policy was scheduled to be released this term was delayed due to covid-19.
- I am currently in the process of releasing online resources condensing these trainings into resources on the Clubs Council page on the ANUSA website; and this is expected to be completed by CCM2.



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- If you have any suggestions of any resources that would be beneficial or you are struggling in your role due to the delay in training, please contact me at sa.clubscommunity@anu.edu.au.

· **Wattle Course**

- For the foreseeable future, training will be available on Wattle, which is expected to be published in Week 7, with further resources as well.

Please don't hesitate to contact me at sa.clubs@anu.edu.au or sa.clubscommunity@anu.edu.au if you have any further queries/concerns!



Reference E: Communications Officer's Report

Ezabell Kong

Hi all,

First of all, thank you to all club's for their hard work despite the current circumstances. It has been a tough beginning to the semester, so I will keep my report brief.

EMAILS

Most of my time as Communications Officer is spent replying to emails - please let me know if I have missed any emails from you. I strive to reply to all emails within 2 days, but apologies in advance if I do take longer as we do receive quite a lot of emails, some of which require more time to formulate a response to than others. If an email you send requires urgent attention, then please include 'URGENT' in the subject, as if I don't see it, another officer who does will let me know.

FACTSHEETS

The Community Officer Charlotte has created a document with useful funding information which I have been liaising with Kate, the ANUSA Communications Officer, to create a coherent and cute factsheet for. This is still in the making but I will let you know when further progress has been made.

WEBSITE

Jacob (Chair) and I have also begun to pick up website re-designing ideas that were initiated by the CCE last year. This is still in the planning stages.

Also, if you are not already aware, club trustee's have permission to edit their club's information - including club details, upcoming events, membership fees etc - that are visible on the website. There was an email sent out early this year with the instructions, but please let me know if you need further assistance.

Please do not hesitate to contact me at sa.clubscommunications@anu.edu.au if you should have any further questions or concerns.



Reference F: Branch Officers Reports

Alex Conneely - Political

ANU political clubs had a pretty decent first few weeks with market day, and an array of various other events, including a couple up on the hill. It's great seeing members of the political clubs engaging with politicians themselves and getting a real first hand experience.

This is also the first meeting since the National Conference of the NUS which had a decent turnout from members of ANU political clubs. It does look as if the NUS Educational Conference won't be going ahead this year unfortunately. EdCon is usually a great event which enhances members' understanding of how to engage in activism on their campuses for positive educational reforms.

I was hoping to chat with the political clubs to discuss potential cross-club events later this year, seeing as there are many upcoming elections (ACT, QLD, NT, NZ, US). Of course, like most other clubs on campus, arranging these types of events will be a little difficult now. I'll be exploring the option of using Zoom as a platform for this and will be reaching out to a few clubs in future to hopefully organise this.

Heather Johnston - Discipline

In the weeks prior to the implementation of the initial COVID-19 precautionary measures and subsequent escalating restrictions on activities I have relatively little to report. I received no specific queries from Discipline clubs in this time period, instead I had some interest in other projects including co-ordinating some form of training in collaboration with Academic Skills for the many Discipline branch clubs who run study sessions, course advice and study assistance style events.

I also attended the initial consultation with ANUSA regarding the governance review being conducted, which I found to be a very constructive meeting and hope that the advice given by Clubs Council is a productive part of the process and suitably taken on board.

On a more somber note I was enrolled as an Honours student in biology undertaking a research project this year that required work to take place in labs that have been shut under the ANU campus closure. This has meant that I am in the process of having to defer my project to what will most likely be a semester 2 start. There is a large amount of uncertainty still about the consequences of this crisis for research students, particularly those who have short timelines for their projects such as Honours and Masters students. My heart goes out to everyone who has been struggling with this situation as I am well aware of the immense levels of stress and distress involved.

At current the exact consequences of this for my position in Clubs Council are being examined by the ANUSA General Secretary although in interest of clarity I feel it important to note that the position may arise where I am immediately resigned from the role upon deferral. Whether or not this is the case is still awaiting a final decision. As I have not currently unenrolled from courses



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due to me awaiting further information from the university it has been interpreted that I continue to hold the role of Discipline Branch Officer until the point that I do so.

I would deeply regret not being able to continue in my role and I hope that it doesn't come to that, I sincerely look forward to being able to commit more time and energy to the role in future, in particular in the hopes that we are able to resume some sense of normality before the end of the year. In the meantime I congratulate Discipline clubs on all their hard work, and applaud their efforts at trying to continue to offer services to students online or in whatever capacity they can. This extends to all Clubs, and I offer condolences for cancelled events as well as sincere appreciation of the efforts of all student leaders in dealing with this crisis, be it on the executives of clubs, my fellow members of clubs council, or in any leadership role on campus

Josh Yeend - Humanitarian, Social Justice, and Advocacy
u6700696@anu.edu.au

Hello all,

Needless to say, the past few weeks and the evolving situation around everyone's favourite global pandemic have left many people feeling confused, anxious, and frankly disempowered. Events at the ANU have been cancelled, clubs' in-person activities suspended, and meetings (evidently) transitioned to the likes of Zoom, Discord, and -- god-forbid -- Skype. Prior to COVID-19, however, it's safe to say that the Humanitarian, Social Justice, and Advocacy branch was having a wonderful start to the year. A considerable number of the branch's flagship clubs sought reaffiliation, while a plethora of up-and-comers became the cornerstone of first years' Market Day experiences. My brief interactions with stalls under my branch - including the Red Cross Uniclub, Effective Altruism, RRRS, and Vinnies - were all incredibly positive, and each demonstrated a strong plan for what would've been a deluge of insightful, engaging, and fun events in semester one.

With this being said, I'd like to acknowledge the tenacity shown by clubs in the wake of the aforementioned viral issues; partnering with like-minded groups, the creation of chat servers, zoom events, and everything in-between has helped keep campus culture alive even when campus is not. If you happen to be one of these clubs, please do get in touch with what specific alternative measures have worked well for you and your club: not only for record-keeping purposes, but so-too so we can begin to work out action plans for clubs that are feeling a little lost. Alternatively, if you're a club who'd like some help overcoming these newfound viral challenges, I'm also happy to help. Global emails will be going out soon to the branch discussing such strategies moving forward.

Thanks for a (mostly) wonderful beginning to the year -- and fingers crossed we can make things even better in the near future.



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Warm Regards,
Josh.



Reference G: Funding Policy Amendment

Insert " s. 3.2.3 Not be contrary to territory or federal health and/or public safety guidelines" after s. 3.2.2

Re-number the following provisions accordingly