

ASCM January General Committee 12-14 January 2002

Minutes

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Present: Shawn Whelan (Acting National Chairperson), Julia Pitman (Acting National Secretary), Rachael Palmer (Treasurer), Ray Barraclough (Qld A/C), Georgia Godward NSW A/C, Ruth Hagan (ACT Development Worker), Peter Bailey ACT A/C, Claire Vincent (VIC A/C), Cate Clarke (SA Area Council), Trudi Bennett (WA Development Worker), Sumangi Perera (WA A/C).

Apologies: Rachel Anderson (Tas)

10.00am **Worship**

11.00am **Introductions:** Shawn Whelan introduced the meeting to the interests of the participants and to consensus decision making processes.

Meeting Procedures

That the JGC:

Reaffirm that all decisions be made by consensus for this meeting.

Clarification of roles

Shawn noted that Development Workers are technically observers but that their participation in the meeting is greatly valued.

That the JGC:

Resolve that those present as observers represent those areas not represented such as branches.

Reception of the Agenda

That the JGC:

Receive the agenda and include worship tomorrow at Belair UCA 9.30am subject to progress today.

Reception of the Minutes

That the JGC:

Accept the minutes for the July Executive as accurate record of the meeting, provided that the spelling of Elizabeth Kertesz be revised.

Peter Bailey suggested that the JGC:

Give a vote of thanks to Julia for putting minutes in a useful form.

Discussion of business arising from the minutes:

Environment project: That the JGC:

Encourage Trudi Bennett to work with Rachael Anderson, Cate Clarke, the NCCA and the Philippines SCM on an environmental resource kit for the SCM and the churches which includes a case study on the Philippines with a view to producing a joint publication to be disseminated widely.

State of the Movement

The JGC received written and oral reports on the state of the movement.

WA

Trudi and Sumangi spoke to their written reports. Trudi has planned a Visioning Day for the 2 February, with her Model of Community as the theme. Her report reflected her concern that SCM needs to find a focus in social action and opportunities for spirituality will emerge from there. The traditional SCM model of a branch revolving around the guest speaker in lecture style has not worked on any campus, because the model was too much like a lecture. At Murdoch a branch was tried. There were four gatherings of 4-6 people. The Shared Space idea of a monthly meeting at a friend's house has the best potential for SCM in WA.

SA

Cate gave a verbal report. The Women's Theology Group folded this year and she and Julia are looking at new ways to do SCM in SA. Julia reported the success of the interfaith dialogue.

VIC

Claire spoke to the report, which was sent by email but failed to deliver. Victoria has focused on the redefinition of roles and membership of Area Council and Directions Group. These bodies are functioning and will continue until a few members leave to go overseas. Melbourne branch is about to die and is limping along. Focus for the development work for this year will be on Melbourne Branch and on inter-campus events that all students can attend. Jenny Hayes has finished after 3 years and has had a farewell dinner. Claire Vincent has been appointed as staff worker for 6-8 months. Highlights of the year include the debate on the repudiation of the

doctrine of the Trinity is a prerequisite to interfaith dialogue, which was very well attended. The leadership training camp was poorly attended but people had fun.

That the JGC:

Give thanks to Jenny Hayes for work over above the call of duty particularly her support of the national as Victorian Development Worker.

TAS

Rachael Anderson is working hard. She is networking with senior friends, youth groups etc to start an SCM.

NSW

Key friends on the area council are leaving for overseas. Edwina Hunter and Mandy Tibbey have left for overseas. The Area Council has been talking about a worker for a few years but few finances have come through. There are no functioning branches at the moment. The Area Council wants to target Macquarie Uni. The possibilities of an Armidale-Brisbane regional thing were discussed. Judy Redman is at Armidale and Rachael Palmer knows a school chaplain at Newcastle Julia Perry.

ACT

Ruth Hagan wrote annual report for Jubilee Grapevine. St Mark's Theological College started an SCM. The idea of a semester program of talks did not appeal to students, so Ruth set up a fluid program to respond to current issues. A program arising from people's experience and the political climate was more productive than a semester program. Evening events when there was opportunity for people to come were successful. Highlights included the series of seminars with Rachael Khon, dinners, Chocolat and at the Science and Theology seminar where 7-8 students were contacted. Ruth has wrestled with the issues of the formation of the branch as community, the formation of students as leaders and the formation of student spirituality. She found the World Day of Prayer was one event that served the objective of formation to some extent. The students introduced an Australian feel into the prayers, got a music group together and it was a very significant event as far as Ruth and the senior friends were concerned. The keen students will continue as leaders. The objective has been to form a

community that has bonded and experienced faith and then perform the function of SCM – thinking about the faith and the action that might be taken to spread the faith. The ACT is pleased that they have Ruth for another year and money for another year.

QLD

In Qld, Ray Barraclough remains an eternal optimist – has little choice. As a result, the orientation presence is very important to get the year off to a good start. There were 8-10 students sign up for ACU and Griffith and SCM was more difficult at the Uni of Qld. Ray offered his Queenslander for conferences. This year the Area Council will run a Jesus, Jazz and Justice program in a beautiful chapel in Brisbane. The cost will be \$750 to cover the music. The Area Council has appointed a new development worker and the area council is fundraising locally to get \$2000 for the DW. Need \$800 to go. The JGC noted the QLD appeal for the budget discussion. Ray gave out copies of his Equal and More commentary on John's gospel.

National Treasurer Report

Rachael presented her report for the last financial year noting the budget deficit and the draft budget options. The JGC agreed to look at the detail overnight and ask questions tomorrow.

That the JGC:

Accept the budget for 2002

Thank Rachael Palmer for her sterling effort as Treasurer

Website

Rachael reported on the uses the website has been put to this year. The reports for the national review of structures were read between meetings. At the moment it receives about 40 hits a week. One SCMer, Kate Smith from WA has found SCM through the website. At the moment the email lists are not being archived. Email could be moved to a better list hosted by Uniting Church. Rachael is gradually working on this with Rowan Prior.

JG Report

Melbourne Branch has issued three editions this year at a cost of \$177 per issue.

That the JGC:

Thank Melbourne Branch for service in 2002

Request an individual to assume responsibility and place their contact details on the website.

This responsibility would include editing, printing, mailing and the person would be offered an honorarium.

National Secretary

That the JGC:

Thank the nat sec for her report

Offer a vote of thanks to Julia Pitman for her work as interim secretary

General discussion following the reports

The reports all indicated that ASCM operates in a significantly changed environment, such that the branch is no longer the most appropriate way of operating. The extent of this change has been noticeable in the last five years, but has been the case since the changes to the university environment altered the relationship of students to the university and to student life over the last 30 years. In exploring different ways of being SCM, development workers and branch co-ordinators are opting for programs that are relational and provide opportunities to build community. There was affirmation that ASCM still has a great deal to offer. There remain interested people, but developing a critical mass is very difficult now. The options that seem to have some viability are the big seminars, which are topical and heavily advertised, the “shared space” concept. Given that the local is so small a national secretary is no longer justified to provide opportunities for the movements to gather.

National Operations/Staffing Model

Shawn facilitated discussion on the national operations, using the table of “Key Interests” and “Key Tasks” (circulated previously) as a base for the discussion. A consensus was ultimately reached to “decentralize” the National Secretary role and tasks (see the job descriptions of key national volunteers, below). The following notes are transcripts of the butchers paper sheets and parts of the discussion.

What are the key interests?

Interests about the not just the areas on the papers circulated in October, but the broader vision / Promoting action in the community / Promoting local groups / Sharing ideas / Resourcing and supporting branches / Providing community on campus / National ensure that the local communities exist and continue / Peter Bailey - move to the local / Ray Barraclough - prioritise the tasks and interests / Peter Stoakes - don't lose the role of the national that a branch can feel part of something bigger. / Develop student skills / Clarity of roles and responsibilities / Public face / Multiple elists and chat times to get consensus on national issues / Support for students on honoraria needs to be carefully worked out / Review processes in a decentralised model/

Feedback from working groups

Issues were divided between working groups for discussion

Group A

Looked at General and National Coordinator

Benefits of internship program

National Coordinator as Internship

Program manager individual pgrad or Young Friend

Support group /Supervisor, Mentor, past national coordinator

Motivate / Prepare for meetings

Central point of contact, public face

National Decision Making

Positions filled, delegates to WSCF Budget Appeal what ask for, public face function

Vision direction / Who? One rep from each region/state

Once a year face to face build in training in that

Teleconferences as needed funded nationally

Human Resources

Resource Person no honoraria prof in field of HR

How to do job specs/ Performance reviews / Mediation advice

Jubilee Grapevine

JG as internship for student honoraria

Support supervision and mentors

Skilled friend or previous editor

Solicit contributions

Website

Internship for student or young friend time instead of financial support

Support supervision mentor IT skilled

Maintain and update website

Seek out info content for website

Group B

Correspondence Secretary

Archiving electronically?

Other points that overlapped with other groups

Group C

Monthly chat

Communicate by email

Work collaboratively by email

Talk amongst councils

National Conference

Visioning Day in local council

Run local conference opportunity for regional collaboration

Separate email list for chairs

focused o week

Issues emerging regarding national decision making

A National Exec? A National Person? only treasurer?

Claire: Maintain exec with students on it

Cate: Connected to bigger than local branch have to have a say and ownership

Rachael: the function of a National Conference cant be substituted by an e-community

Shawn: release the students from national functions

Ray: one person who is an anchor, with a mixture Students/Friends on executive

Cate: Internship training based thing interest in coming to exec
Shawn: Internship could be difficult, easier to do it yourself than train
Trudi: Opportunities for a student to come through the movement
Peter: Traditionally a Formal General Committee large body for policy and the Executive small body functionaries. Somewhere in between so students can be involved. Committee appointed by the branches with limited voting powers.

Cate: regions to replace ACs and branches each place send a person

A region NSW or Sydney and Newcastle feel they are a region

Peter: Don't need an executive but a co-ordinating body

Rachael: a functional body of honoraria positions

Claire: At least half made up of students?

Rachael: global world email each other

Claire: Students know what being a student is and the movement needs to be run by students

Trudi: Executive needs students there to get the ethos of the movement passed on

Ruth: Who reviews the grants?

Ruth Hagan closed in prayers at 5.50pm.

The JGC agreed to meet again at 8.30am and participated in worship at 9.30pm at Belair UCA.

Sunday

Shawn opened the meeting with prayer

Discussion on National Operations

1. Overall direction – dispersal of functions to individuals

2. Task role definitions

Some relatively straightforward

Some need work

3. Implementation questions

The Job Descriptions

Database Co-ordinator (honorarium)

Maintain db of Friends and students

Incl. JG sub list

Produce printouts on request

JG co-ordinator / Dev Workers

Check Privacy Act requirements

Expand role to information provider

Donation patterns

Statement of principle that certain types of requests are allowable

That those who require access have it, block access in computer system to others

The JGC agreed:

That the national database be expanded to be an information provider to the movement

That members and Friends have access to the national database

That a limited number have access to the giving patterns

That there be distinctions between the types of requests e.g. for financial information

That the database manager have discretion over requests

That the database include a list of students but only those who identify as members

That area councils notify John as students become Friends

That part of the duty be the archiving of the database

That database include roles & skills

That the database include the orders for the history book

Web Weaver (honorarium + expenses)

Maintain the website in content and form

Solicit and create content in consultation with the executive

Maintain lists

That a moderator address abuses of the email policy

Archiving the email

Chat idea

That the position be less than three years and a minimum of a year

Treasurer (honorarium)

The treasurer would:

be a member of JGC

- Organise payment of honoraria
- Liaise with NCCA re donations
- Ensure cash flow
- Write cheques and deposit donations
- Reconcile bank statements
- Sign receipts and send off thankyou letters
- Liaise with accountant re financial reports
- Provide a Treasurer's report for Exec / JGC
- Provide a formal report for ASIC
- Lodge ASIC reports
- Pay WSCF affiliation fee
- Prepare draft budget
- Pass on address / JG/ donation info to DB co-ord
- Be a Member of Centenary Trust
- Initiate national fundraising including the Annual appeal
- Develop policies for local fundraising
- Commit to 3 + years and 1 year handover

Jubilee Grapevine Editor (honorarium + expenses)

- Edit and Publish JG - print – send to web
- Find contributors – target specific people
- Liaise with sub-editors in each state
- Promote JG to increase subscription base
- Co-ordinate mailouts
- Liaise with database coordinator
- Liaise with area councils e.g. dinner activity of students and friends
- Delegate and share tasks but be responsible overall
- JG 2-3 years

Project Officers

- No formalised officers at national level
- Identify local activity in email sharing
- Follow up emails from national co-ordinator or WSCF co-ordinator
- Sexual harassment contact points on web e.g. chaplain at uni
- Database knowledge of people with experience
- Reaffirm that person be identified for national conference as sexual harassment officer

Resolution of appreciation for men's and women's officers

That the ASCM note that the struggle for gender equity in the movement in previous years was sought to be addressed through the appointment of men's and women's officers. The ASCM affirms the work of the men's and women's officers in previous years. The ASCM notes that in every age, the movement addresses gender equity in different ways. We recognise that formal men's and women's officers is no longer the most appropriate way to address gender equity, largely because of the success of the work, the changed context and the needs of the movement.

WSCF (honorarium + expenses – due to the length of the work, the importance of the work)

- Advertise the positions
- Proactively seek potential delegates
- Coordinate selection process – email, chat, phone conference work with national co-ordinator
- Briefing and debriefing delegates
- Overall responsibility 2-4 year job
- Maybe higher turnover of delegates

NCCA rep (expenses position)

- Project by project level note the connection
- Everyone's responsible for advertising what's coming up.

Minute Secretary (located in Melbourne because of the PO Box)

- students encouraged to take up?
- Minutes of national meetings / Archiving
- Distribute correspondence to relevant people
- logistical prep for JGC/Exec phone conferences
- need not be long term - year to a couple of years

National Coordinator (honorarium + expenses)

- Motivate honoraria positions – keep eye on them bring any concerns back to the exec
- Prepare for meetings /Solicit reports / agenda/ call meetings/ chair meetings
- Central contact point

Responsibility for knowing what's going on in the movement
Public face represent SCM nationally ultimate figurehead
Conflict resolution
Lindsay Cleland advice resource person on archiving
Everyone is responsible to archive
National Coordinator remind people to archive
Chair may be asked to travel up to two meetings + one other trip
3+ years

National Conference

To have or not to have that is the question...

That the JGC:
hold a conference in July 2002
That it be a state conference with invitations
That July executive 2002 host state organise a mini-conference 2-3 day
program other states invited and funded, but that there not be a heavy
handed expectation that people come in such a short time from now.

That the JGC: Aim for a more significant event in 2003
That in July 2003 there be a national conference with JGC attached to
which others be invited and funding made available
That the movement realign financial years to accommodate the shift

That the JGC:
Request Queensland to host the July 2003 Conference with JGC meeting
That the July Executive 2002 be hosted by Victoria / SA on the border
program
That the executive be in Melbourne that other states be invited

That the JGC request Peter Bailey in consultation with the Chairperson /
national coordinator to prepare a 5-6 page discussion paper revising the
Constitution for distribution around the movement
List on the butchers papers (for the minutes)

National Signatories for cheques

That the JGC appoint Shawn Whelan as signatory in place of June Searle
and authorise Shawn and Rachael to decide a fourth signatory in the place
of Julia Pitman.

Fundraising – Two Appeals

That there be two appeals each year
One local and one national. For states where there is a development worker
one in January for development work and one in July/ August for national
What about redistribution between the states?

That the JGC:
Ask states to produce their own appeals at the times outlined above
Ask the finance committee to solicit input from states for national appeal
Ask that each appeal refer to each other

Directors

That the Directors be Jenny Hayes, Julia Pitman as Company Secretary,
Shawn Whelan and Chris MacRaid.

Budget

That the JGC:
1. Set up a separate ledger within the national accounts for \$14, 000 being
approximately 10% of the initial bequest from Miss Spencer to be
earmarked WSCF regional requests and other international solidarity
projects.
2. Place the remainder of the bequest in the Centenary Trust Fund.
3. Adopt the Budget for 2002 as follows:

Expenses	
Audit	30
Solicitor	1 000
Mailout	1 000
Projects	1 000
Emergency Fund	700
WSCF Conference	1 200
Teleconference	1 000
National Conference	300
Honoraria	
National Coordinator	800
Treasurer	800
JG	800
WSCF	800
Webweaver	800
Database	800
Coordinator Expenses	
National Coordinator	800
Treasurer	100
JG	800
WSCF	500
Database	100
Minutes Sec	100
Travel National	
Meetings / Conference	5 000
National Coordinator	1 600
WSCF delegate	1 800
NCCA delegate	600
Donations	
WSCF	500
Pay the Rent	300
NCCA	70
Other Expenses	500
TOTAL	22 800

Income	
Centenary Trust	12 000
Donations	7 000
Interest	3 000
JG Subs	800
TOTAL	22 800

Development Worker Teleconferences

This year the Development workers have had teleconferences for pastoral care which have been valuable but have not been the best way to do things for a number of reasons. Costly, after half an hour just develop sense of group dynamic and need to stop.

That the JGC:

Encourage development workers to explore telephone technologies to keep in touch with each other on a regular basis

Travel

That the JGC:

Affirm the policy for travel grants be reimbursement for ½ the cost of overland travel unless greater than 24 hours

Ask the planners of the July 2003 conference discuss the possibility of making conference fees and travel costs even.

Note that in the JGC budget there is a line of \$ 300 to help with the July 2002 conference.

Membership of the Trust from the January General Committee

That the JGC:

reappoint Julia Pitman and Rachael Osmond to the ASCM Endowment Association

Contribution to the WSCF Trust

That the JGC donate another \$500 from international solidarity fund to the WSCF Centenary Fund

With a letter expressing our disappointment that the WSCF did not diversify its investment portfolio

That Julia clarify the membership fees with the region and the Geneva office.

WSCF

That the JGC:

Encourage the new WSCF co-ordinator to consider a number of ways to promote the work of the WSCF including leaflets, web, etc.

Invite staff members from region to the major conference 2003

Branch building training from WSCF Philippines at conference level when there is a lot of people there

JG Subs

Information recorded on the database

Generous donors should receive Jubilee Grapevine

Some complimentary copies and by what criteria are they determined

JG POLICY

That JGC JG policy be:

That Students get JG for free

That an area council be sent copies in bulk the number to be determined between the Treasurer and the Area Council

That the National database co-ordinator keep track of students in consultation with DW and states and

That a new category Brand New Friend attract two complimentary and then a reminder to subscribe

That area councils and DW let database manager know active students and when students become friends

More people receive Friends Newsletter than JG lots of donations

Friend continue the Friends newsletter

That the JGC:

Ask the JG editor to liaise with the finance committee and Treasurer to review the policy from time to time.

Ask the Victorian Area Council to work with Jim Martin on the future of the Friends Newsletter and to address such issues as content, production and distribution.

Staffing Model Implementation:

The JGC noted that the process for advertising, recruitment, confirmation of appointments will take some time and that advertising includes support to learn new skills. Shawn Whelan volunteered to continue as Interim National Co-ordinator until July to see the implementation of the model through.

That the JGC plan for implementation of the staffing model be:

One month to find, one month to brief and one month for executive to decide

That the JGC hold a teleconference in mid-March to decide appointments

That the JGC:

Ask Sophia to coordinate someone for this WSCF conference and ask her to be WSCF co-ordinator

Ask Ray Barraclough approach people directly particularly Mark Young for JG and Matthew Payne for the web

That the JGC:

Request the national secretary to prepare blurb on the positions

Request area councils and development workers and individuals to forward expressions of interest to national co-ordinator by mid-Feb

Request the national coordinator to brief the executive and applicants

Request the executive to confirm appointments by mid-March

That the JGC:

Thank Rebecca Purling and Cate Clarke for their great effort in organising the January General Committee logistics

That the JGC:

Appoint Shawn Whelan as Interim National Coordinator from now until July 2002

Refer the appointment of the men's and women's officers to the March teleconference

Close the business of the movement unincorporated. At 4.54pm

Formal meeting of ASCM Corporation

The meeting opened at 4.55pm

That the ASCM CORPORATION formally adopt all the resolutions passed during the January General Committee.

The meeting closed at 5pm.