



**REPORT ON OUTCOMES FACILITATED BY
THE ANU GENDER INSTITUTE**

PUBLIC



PRESIDENT’S REPORT: EXECUTIVE SUMMARY.....	3
ACHIEVEMENTS 2014	4
COMMUNITY ENGAGEMENT AND MEMBERSHIP	4
ESTABLISHING THE FINANCIAL VIABILITY OF THE CLUB.....	ERROR! BOOKMARK NOT DEFINED.
EVENTS.....	5
<i>Panel Event: Culture, Gender Rights and Development</i>	<i>6</i>
<i>AGM.....</i>	<i>6</i>
<i>Half the Sky Event.....</i>	<i>7</i>
<i>Beyond the Gender Binary.....</i>	<i>7</i>
<i>Gender, Conflict and Peace.....</i>	<i>9</i>
<i>Unmasking Masculinity</i>	<i>9</i>
<i>Women in the Middle East.....</i>	<i>10</i>
<i>OGM</i>	<i>10</i>
PROVIDING OPPORTUNITIES AND INFORMATION TO STUDENTS VIA SOCIAL MEDIA	11
PROMOTING BETTER UNDERSTANDING OF GENDER IN THE COMMUNITY	11
REPRESENTING MEMBERS AT INVITE-ONLY EVENTS.....	11
ATTACHMENT 1: CONSTITUTION ANU CIRCLE FOR GENDER EQUITY	12
ATTACHMENT 2: MINUTES FOR ANU CIRCLE FOR GENDER EQUITY	
ANNUAL GENERAL MEETING 21 OCTOBER 2014-10-20	20
ATTACHMENT 3: FINANCIAL REPORT FOR THE ANU CIRCLE FOR GENDER	
EQUITY	22

PRESIDENT'S REPORT: EXECUTIVE SUMMARY

It is my pleasure to present the following report, which includes outlines of our progress and activities, as kindly supported by the Gender Institute.

The past year has seen ANU CGE develop from a mere idea into a well-respected student organisation. Executive Committee have been encouraged to see the growing momentum of our society. Attendance at our events and membership has consistently increased throughout the year, testament to the hard work of all members of the committee, as well as wider community support. Details of our growth and success can be found below.

The events we have held would not have been possible without support and guidance from the Gender Institute. Financial support from the Gender Institute allowed us to focus our attention to producing high-quality events, and advertising these to a wide audience. We were also thankful for the presence of the Gender Institute as a source of guidance and motivation. Though Gender Institute staff and members were always eager to let us develop our own ideas, it was highly beneficial, particularly in the beginning, to hear messages of support, or to have someone to ask where we were unsure of speakers or sensitivities within a topic.

In 2015, the Circle for Gender Equity plans to continue to grow and diversify our membership base, and maintain our reputation for engaging and progressive events. There is also a continuing need to encourage participation in the committee by students of diverse ages, degrees, genders and backgrounds.

I would like to express my thanks to all those who supported ANU CGE through attendance, social media engagement, discussion and, of course, organisational efforts.

Questions and enquiries on this report can be directed to jessi.avalon@gmail.com. Questions and enquiries regarding financial matters should be directed to Sophie Yates at sophieyates@bigpond.com.

Jessica Avalon

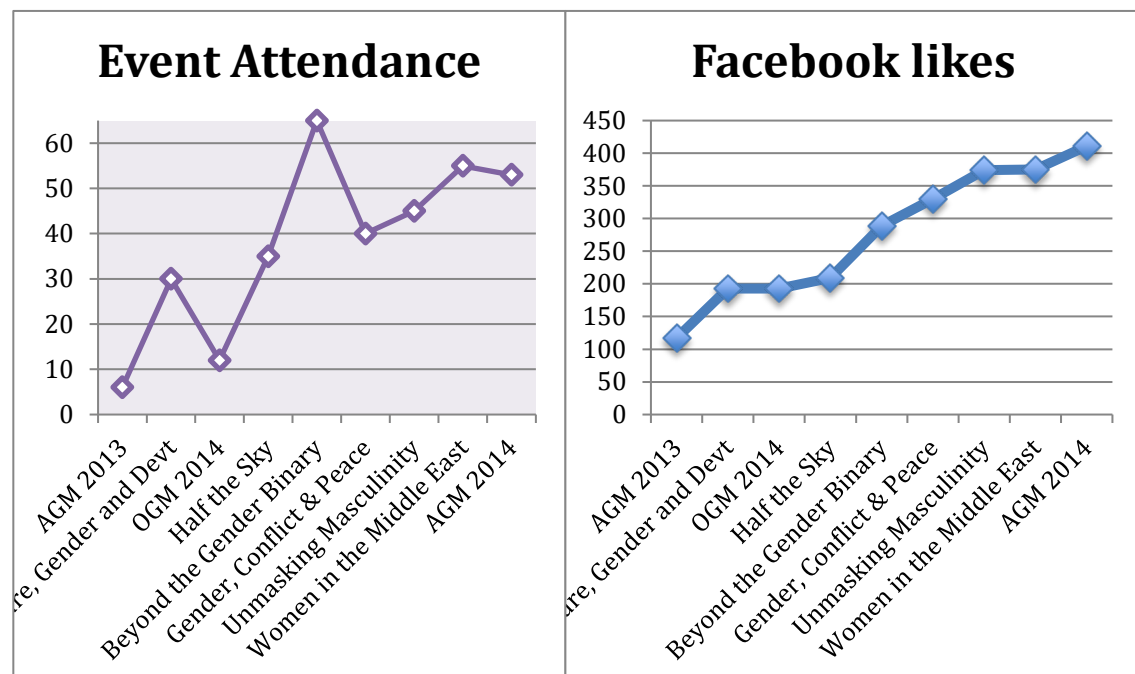
(on behalf of the 2014 Committee).

3 February 2015

ACHIEVEMENTS 2014

KEY OUTCOMES

1. Increased sophistication of approach.
 - a. ANU Circle for Gender Equity initially outlined its focus as ‘women and girls in developing countries’ (per 2013 Constitution). To reflect our broadened understanding and goals, our aim is now to “facilitate a discussion of gender and surrounding issues in a range of cultural contexts”.
2. Increased event attendance, including increased diversity of attendants (degree background, gender, educational level).
3. Increased online presence
4. Strong audience participation, and high level of responsiveness to member requests regarding forum topics.



5. Increased community engagement.

The ANU Circle for Gender Equity are proud of the great leaps we have made this year. From struggling to obtain sufficient members for affiliation in January, we have built our membership to over 140 undergraduates, postgraduates, academics and members of the Canberra community, expanded our online presence to 412 facebook likes and, on one occasion, 4.9K hits. Whilst many other groups build on pre-existing cultural, faculty-based or regional interests, our success has occurred despite the stigma sometimes attached to ‘gender issues’, and despite many of our attendees and organising committee having had no or little prior formal engagement with the area. We are thrilled to see this new Society serving its mandate to raise awareness of gender issues in a range of cultural contexts, and facilitating discussion and learning to meet the needs and interests of our members.

EVENTS

Overview: Our event attendance has steadily increased, evidencing our increasing reach and the high quality of our events. Further, we have been extremely responsive to the requests of members, with our ‘Beyond the Gender Binary’ and ‘Unmasking Masculinity’ events being a direct fulfilment of member requests. Finally, we would like to note that the diversity of attendants at our events has increased since the formation of the Circle.

LAUNCH: CIRCLE FOR GENDER EQUITY

Date:

11 October 2013

Attendance:

20 (approx.).

Location:

Playground Bar



PANEL DISCUSSION

Date: 4 March 2014

Attendance: 10 (approx.)

Speakers: Dr Ann-Marie Nobelius, Dr. Susan Harris-Rimmer, Dr Margaret Jolly, Dr Kin Mar Mar Kyi.



AGM 2013

Date: 29 October 2013

Attendance: 6

Outgoing executive: Linda Ma, Shoshana Booth, Claudia Hill

Incoming executive: Jessica Avalon, Anahita, Sophie Yates



MARKET DAY STALL

Date: 0 Week 2014

Attendance: Well over 100!

PANEL EVENT: CULTURE, GENDER RIGHTS AND DEVELOPMENT

Date: 4 March 2014

Attendance: Approximately thirty

Venue: Student Space.



OGM 2014

Date: 4 March 2014

Attendance: Approximately twelve.

Highlights: a number of people (gender diverse group) stayed back to give recommendations on what they wanted to see in future panels. These recommendations were later implemented in the 'Beyond the Gender Binary' and 'Unmasking Masculinity' panels. We also elected three additional committee members, who were central to our later successes.

HALF THE SKY EVENT

Date: 19 April 2014

Attendance: Approximately 35

Venue: China in the world.

Highlights: This was the committee's first time collaborating with another society. We learned a great deal, and successfully executed a well-attended evening.



BEYOND THE GENDER BINARY

Date: 4 August 2014

Venue: Sparke Helmore.

Attendance: 65

Highlights: The event was formulated in response to requests from our members at our AGM to expand our discussion base by addressing broader issues relating to gender. The evening was thus designed to expose students, staff and the general community to concepts of gender that lay outside of a typical male/female paradigm, and generate discussion as to how false dichotomies should be deconstructed. We welcomed Wayne Morgan, Margaret Jolly, Hyaeweol Choi and Amir Pasha Peyrovi as special guests on our panel. The night was a great success, and **also represented the launch of our new logo**, which now does not have any reference to a gender binary or other restrictive gender concepts.



GENDER, CONFLICT AND PEACE

Date: 27 August 2014

Attendance: Approximately 40

Venue: China in the World

Highlights: External speaker Captain Jennifer Wittwer was in attendance, alongside Indonesian academic Sri Lestari Wahninguem and ANU's Dr Cynthia Strong audience engagement during and after the event. We had strong discussion continue after the event. There was strong international engagement, particularly from the Indonesian community.



UNMASKING MASCULINITY

Date: 30 September

Attendance: ~45

Venue: Sparke Helmore

Highlights: This topic comes in direct response to the requests of members. We brought in one panellist, Daniel Guinness, via Skype, which was challenging but rewarding. We had high levels of engagement from the audience, particularly males, and put one member in contact with a speaker for the purposes of future engagement and action on gender issues.



WOMEN IN THE MIDDLE EAST

Date: 8 October 5:30pm

Venue: CAIS Lecture Theatre: great!

Attendance: ~55.

Highlights: very interactive audience and panel, seemed to be quite a few who were not regulars as well. There was a relatively high male turnout, and about fifteen stayed to talk and continue discussion afterwards. The funding to provide sushi was positive in that it gave people an excuse to stick around afterwards (though it was quickly finished off!).



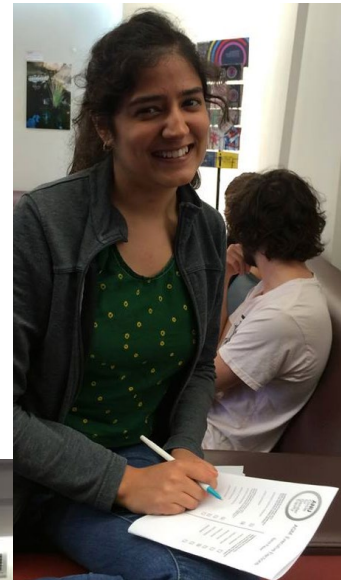
OGM

Date: 21 October, 5:30pm

Attendance: ~53

Venue: Brian Kenyon Student Space

Highlights: Extremely high turn-out – almost a ten fold increase from last year! Outstanding calibre of applicants for executive positions. High levels of enthusiasm. The elected three committee members all have relevant experience, and come from a range of social groupings, which is testament to (and should perpetuate) our increased reach.



PROVIDING OPPORTUNITIES AND INFORMATION TO STUDENTS VIA SOCIAL MEDIA

Via Facebook, Twitter and email, the ANU CGE has provided information not only about our own events, but about other ANU events relating to gender, internships, volunteer positions, upcoming conferences, and key world news on the issue of gender equity. Our networking with student and wider community organisations (In particular, the Gender Institute, Australian Commission for UN Women, Queer* Department, Women's Department, Diversity Learning Community, Aid and Development Learning Community, UNHCR Australia) has facilitated the dissemination of ideas and event details across various networks in Canberra, and has led to our members being aware of and obtaining internships and volunteer positions, for example with UN Women Australia.

PROMOTING BETTER UNDERSTANDING OF GENDER IN THE COMMUNITY

Our forums have attracted up to 65 participants per session. There has been considerable diversity in gender, discipline, and age. Our social media posts are at times reaching thousands of people, and we hope this is improving attitudes toward gender at the ANU. With gender equity awareness increasingly being recognised as central to addressing issues such as mental health, domestic violence and economic inequality, we see this as an indirect community service.

REPRESENTING MEMBERS AT INVITE-ONLY EVENTS

ANU Circle for Gender Equity was recently invited to attend the ANU-Chatham House Forum, 'Investing in Gender Equality at the Group of 20 Leaders' Summit, Australia to Turkey', which will inform the G20 Sherpas on key gender issues. The event included key government, civil society and business representatives and was, in part, televised. Jessica, Anahita and Sophie attended in their capacity as executive members of the ANU Circle for Gender Equity. Recommendations coming out of this conference were adopted at the G20 Summit in Brisbane.

ATTACHMENT 1: CONSTITUTION ANU CIRCLE FOR GENDER EQUITY

Section 1: Name

1(1) The official name of the Club/Society to which this Constitution applies is “The Australian National University Circle for Gender Equity”

1(2) The Club/Society may be referred to in short as "ANU Circle for Gender Equity”.

Section 2: Interpretation

2(1) In this Constitution, unless the contrary intention appears:

- academic day means a 24 hour period during any day or days that do not fall on a weekend or public holiday, and that fall during a teaching period of The Faculties;
- Association means the Australian National University Students’ Association;
- Club and/or Society means the Club or Society named in Section 1 above;
- committee means the Australian National University Grants and Affiliation Committee;
- executive means the Executive Committee of the Club;
- general meeting means a General Meeting, Special General Meeting or Annual General Meeting of the Club;
- member means any full or associate member of the Club;
- **officer** means any member of the club’s Committee;
- PARSA means the Australian National University Postgraduate and Research Students’ Association Inc.;
- student means any student of the University who retains membership of either PARSA or the Students’ Association;
- University means the Australian National University.

Section 3: Affiliation

3(1) This Club is affiliated to the Grants and Affiliation Committee of the Association and PARSA and anything in the Constitution which is inconsistent with the Association's Grants and Affiliation Regulations is null and void to the extent of inconsistency".

3(2) The Club must fulfill its obligations under the Association's Grants and Affiliation Regulations.

Section 4: Aims and Objectives

4(1) The aims and objectives of the Club are to:

- (a) Facilitate a discussion of gender and surrounding issues in a range of cultural contexts
- (b) Provide a learning space for this discussion to occur.
- (c) Provide education events for students.
- (d) Be inclusive of all genders, races, ages, sexualities, etc.

Section 5: Membership

5(1) Full membership is open to all ordinary members of the Association and all ordinary members of PARSA.

5(2) Associate membership is open to all other persons, subject to approval by the Club's Executive.

5(3) Membership may be suspended or withdrawn by a resolution carried by a two-thirds majority of full members present and voting at a General Meeting of the Club. Appeals against such a decision may be directed to the Committee, whose decision is final.

5(4) A roll recording the name and membership number of all Club members, and the student number of all full members, is to be held and kept up to date by the Executive.

Section 6: The Executive

6(1) The Club's Executive consists of at least 3 members, including the Club trustees who are:

- (a) the President; and
- (b) the Treasurer; and
- (c) the Secretary.

6(2) The Executive includes such other members as the Club from time to time determines.

- 6(3) All members of the Executive must be either full or associate members of the Club, and an absolute majority of the Executive must be full members of the Club.
- 6(4) The Executive is to be elected at each Annual General Meeting of the Club by a vote involving the full members, but not the associate members, of the Club.
- 6(5) A meeting of the Executive is to be held at least once during each teaching period of the academic year, when and where the Executive sees fit.
- 6(6) The quorum for a meeting of the Executive is the next whole number above half the number of members of the current Executive.
- 6(7) The Executive has the power to co-opt other members as it sees fit.
- 6(8) The Executive has the power to fill any vacancy in the Executive of the Club that may occur between Annual General Meetings through a process of election at an Ordinary General Meeting of the Society.
- 6(9) The Executive has the power to do all things it believes to be in the best interests of the Club subject to the provisions of this Constitution and the Grants and Affiliation Regulations of the Association.
- 6(10) Individual members of the Executive are bound by a resolution of a quorate Executive meeting to the extent that the resolution directly relates to their activities as a member of the Executive of the Club.

Section 7: Duties of Executive Officers

7(1) The duties of the President include:

- (a) to represent the Society in all official capacities;
- (b) to further the objects of the Society;
- (c) to promote the Society;
- (d) to be responsible and accountable to Society members for the progress of the Society on achieving its objects;
- (e) to convene or instruct others to convene all General Meetings of the Society, its Executive or its Committee;

7(2) The duties of the Treasurer include:

- (a) to assist the President in the leadership of the Society;
- (b) to further the objects of the Society;
- (c) to ensure the Society has effective accounting practices and remains solvent at all times during the term;
- (d) to be in charge of grant applications for funding from various organisations, including but not limited to ANUSA and the ANU Gender Institute;

- (e) to search for sponsorship opportunities with local organisations and businesses;
- (f) to receive all monies on behalf of the Society, and deposit such monies to the credit of the Society's bank accounts;
- (g) to maintain correct accounts of all monies received and expended;
- (h) to ensure that the funds of the society are not disposed to any person, or for any purpose, unless authorised by the Executive;
- (i) unless justifiably unavailable, to be a signatory to all cheques and withdrawals on the accounts of the Society;
- (j) to present to the Executive upon request statements of the Society's finance and of receipts and disbursements since the preceding report;
- (k) to present to the Annual General Meeting a statement of accounts;
- (l) to carry out any duties assigned to them by the President from time to time.

7(3) The duties of the Secretary include:

- (a) to assist the President in the leadership of the Society;
- (b) to further the objects of the Society;
- (c) to keep and maintain all minutes, correspondence, and records as may be reasonably required of the Executive, including but not restricted to minutes of General Meetings, Committee and Executive meetings;
- (d) to provide administrative support for the Executive;
- (e) to organise regular correspondence between the Society and Members of the Society's mailing list;
- (f) to conduct the free and fair elections of the Society in accordance with this Constitution;
- (g) to ensure the Society has effective administrative processes and procedures;
- (h) to carry out any duties assigned to them by the President from time to time.

Section 8: The Committee

8(1) The Club's Executive shall form part of the Club's Committee.

8(2) The Club's Committee shall consist of at least three additional members, who are:

- (a) the Marketing and Communications Director; and
- (b) the Logistics Director; and
- (c) the Liaison Director.

8(3) The Committee shall additionally consist of other members who the Executive decides from time to time to appoint as General Representatives, who shall number no more than two.

8(4) If any position of the Committee becomes vacant the vacancy may be filled by candidate elected by a simple majority vote of the Committee.

8(5) The Committee's term of office shall be one calendar year from December 1 to November 30, in the year immediately subsequent to their election.

8(6) The Committee shall meet fortnightly, unless it has been agreed more than 48 hours in advance to cancel the meeting.

8(7) The Committee's meeting shall be quorate if greater than half of the members are in attendance.

8(8) Decisions of the Committee's meeting must be passed with a two-thirds majority of those in attendance.

Section 9: Duties of the Committee

9(1) The duties of the Marketing and Communications Director include:

- (a) to design any marketing and promotional materials that may be needed by the society, including but not limited to flyers, banners, posters, and logos;
- (b) to organise for the printing and distribution of said promotional material;
- (c) to maintain the Society's social media presence, including Facebook and Twitter accounts;
- (d) to generally organise the promotion of the Society and its events;
- (e) to carry out any duties assigned to them by the Executive from time to time.

9(2) The duties of the Logistics Director include:

- (a) to coordinate the booking of venues for events;
- (b) to arrange for the provision of food and refreshments at events, having liaised with the Secretary to ensure Society approval of the expenditure;
- (c) to help coordinate any other logistics which may be necessary for a particular event;

- (d) to organise dates and meeting locations for regular meetings of the Society's Committee;
- (e) to carry out any duties assigned to them by the Executive from time to time.

9(3) The duties of the Liaison Director include:

- (a) to maintain key relationships of the Club through the organisation of regular contacts, including:
 - a. the ANU Gender Institute;
 - b. academic contacts at the ANU and elsewhere;
 - c. non-government organisations including but not limited to UN Women, YWCA of Australia, and the Australian Council for International Development;
 - d. local businesses;
 - e. potential speakers and supporters of the Club.
- (b) to carry out any duties assigned to them by the Executive from time to time.

9(4) The duties of the General Representatives include:

- (a) to assist any other member of the Committee where possible;
- (b) to promote and represent the Society in the wider University;
- (c) to carry out any duties assigned to them by the Executive from time to time.

Section 10: General Meetings

10(1) An Annual General Meeting of the Club is to held at least once each year, not more than 14 months after the previous Annual General Meeting of the Club, at which the members of the Executive of the Club are to be elected, and an Annual Report, statements of income and expenditure, and a current balance sheet are to be presented by the outgoing Executive.

10(2) A General Meeting of the Club may be convened no more than once each during each teaching period of the academic year at the discretion of the Executive. 3

10(3) A Special General Meeting must be called by the Executive within 10 academic days of being presented with a petition signed by 10 members of the Club setting out the purpose for which such a meeting is requested.

10(4) The quorum for a General Meeting is 10 members.

10(5) Except as set out in section 5(3) and section 8(2) of this Constitution, decisions of a General Meeting are by a simple majority of full members present in person who cast a vote.

10(6) The Club President must, where possible, Chair, or appoint another Club member to Chair, a General Meeting.

10(7) Where this is not done, those full members present must elect a Club member to Chair.

10(8) The Chair is to conduct the General Meeting in accordance with the Standing Orders Regulations of the Association.

10(9) The Chair has a deliberative and casting vote.

10(10) Any resolution of a quorate General Meeting binds all members of the Executive to the extent that the resolution directly relates to their activities as a member of the Executive of the Club.

Section 11: Interpretation and Amendment

11(1) If a dispute arises as to the interpretation of this Constitution, or a dispute arises for which there is no provision made in this Constitution, or a dispute arises for which there is no provision made in this Constitution, the matter must be referred to the Committee, whose decision is final.

11(2) This Constitution may be amended by a resolution carried by a two-thirds majority of full members present and voting at a General Meeting of the Club – however such amendments are subject to rectification by the Committee.

11(3) Notice of proposed amendments must be placed upon the front doors of the Association at least 5 days prior to the General Meeting.

Section 12: Dissolution

12(1) The club/society can be dissolved by:

- (a) decision of the current membership at a general meeting,
- (b) when the club/society ceases to operate due to no members being elected to the executive/trustee positions, or
- (c) the club/society ceasing to function through natural attrition.

12(2) In the case of the club/society being dissolved any excess assets, property, funds or money remaining after all debts and liabilities are paid shall not be given to members but shall be given or transferred to the ANU Students' Association.

Section 13: Non-Profit

13(1) The assets and income of the Club/Society shall be used only for the promotion of the Club/Society's objectives and no portion may be paid or transferred directly or indirectly to members of the club/society except as:

- (a) bona-fide remuneration for services rendered by the members to the Club/Society,
- (b) repayment of expenses incurred on behalf of the Club/Society,
- (c) interest at a rate not exceeding interest at the rate for the time being which is or would be charged by the clubs/society's bankers for money lent to the club/society, and
- (d) bona-fide rent for premises let to the club/society

ATTACHMENT 2: MINUTES FOR ANU CIRCLE FOR GENDER EQUITY ANNUAL GENERAL MEETING 21 OCTOBER 2014-10-20

Members in attendance (confidential; removed from public doc)

Minutes of the AGM

Meeting begins at 5.30pm

PRESIDENT REPORT

- Jessi thanks member for helping facilitate such a fantastic year
- 8 great, well attended events – improved awareness and discussion of issues surrounding gender.
- President report and treasurer report will be made accessible to everyone soon
- Jessi proposes that report be accepted. Seconded by Sophie
- Passed unanimously

TREASURER REPORT

- ANU CGE does not charge a membership fees to make events more accessible. Therefore, CGE has had to seek alternative funding.
- Alternative funding – Gender Institute funding. Granted \$1500 for last 2 events this year and next year from GI
- Funding has not been easy – CGE has faced issues with securing funding from Grants and Affiliations Committee.
- At this stage, we have secured enough funding for the next 5-6 events.
- Grant comes with certain conditions but these conditions are not too onerous.
- Soph proposes that report be accepted. Seconded by Monique
- Passed unanimously

CONSTITUTIONAL AMENDMENT

- Proposed amendment to change s4(1)(a) – proposal by Jessi
- Seconded by Caroline Christian

Section 4: Aims and Objectives

4(1) The aims and objectives of the Club are to:

(a) Facilitate a discussion of gender and surrounding issues in developing countries, in a range of cultural contexts (accepted change for AGM October 2014)

- Voted in unanimously

VOTE

- Jessi proposes that voting take place at AGM, that current executive members counts the votes and that results be released on facebook and via email. The exact margins of election will not be released except by request of the candidates.
- Seconded by Zareen
- Voted in unanimously
- Jessi (President) proposes that the elected 2015 President, Treasurer and/or Secretary, as elected following the procedure detailed above, should become signatories to the ANU Circle for Gender Equity Bank Account, held with the Commonwealth Bank ANU. The account should remain one person to sign, and the Treasurer and President must be signatories to the account.
- Seconded by Soph Yates
- Voted in unanimously

PRESIDENTIAL CANDIDATE SPEECHES

- Speech by Monique
- Speech by Josey

TREASURER SPEECHES

- Speech by Amy
- Speech by Robyn
- Speech by Supriya
- Speech by Nyree

SECRETARY SPEECHES

- Speech by Monica
- Speech by Caroline

Speeches and formal part of meeting end at 6.02pm

VOTING RESULTS : Votes were supervised, tallied and checked by Anahita, Sophie and Jessica. These were available to the nominating people to access within 2 weeks after the vote. As this time has elapsed, the records have been destroyed.

RESULTS

President: Monique Freeman Langley

Treasurer: Supriya Benjamin,

Secretary: Josey Janssen

ATTACHMENT 3: FINANCIAL REPORT FOR THE ANU CIRCLE FOR GENDER EQUITY

Prepared by SOPHIE YATES

Period: 25/10/2013 –23/11/2014

COMMENTS:

1. Debts

The ANU CGE enjoys a strong prospective financial position.

However, the ANU CGE is still awaiting the electronic funds transfer of a grant awarded by the ANU Gender Institute.

- The ANU Circle for Gender Equity also owes money to:

The International Relations Society: \$70.00

Following an agreement to pay half the cost of catering for a joint event held on April 19, 2014. This should also be paid as soon as reasonably possible.

2. Funding

Upon the 2014 Committee entering into office, it was decided that the ANU CGE would not charge membership fees in order to make events as accessible as possible to all students, staff and members of the local community.

As such, the ANU CGE has had to source funding in order to cover the 15% of event costs that are not retrievable from the Grants and Affiliations Committee (GAC). The ANU CGE has also sourced money from our sponsor, the Gender Institute. This has proved most successful; the ANU CGE have recently been granted funds by the Gender Institute to the value of \$1500.

This award of funds carries with it certain obligations **which must be undertaken by the 2015 Treasurer**, in collaboration with the 2014 Treasurer, Sophie Yates. For obligations, see [4] below.

The ANU Circle for Gender Equity has been frustrated this year by the delay with which reimbursements have been processed and paid by GAC.

3. Process for Financial Handover

The 2015 Executive Committee is required to go to the Commonwealth Bank with Jessica Avalon, Anahita Surya and Sophie Yates in order to transfer over account holders as soon as reasonably possible. The 2014 Executive Committee are required to dissociate their personal accounts with the Society Cheque Account. At least one member of the 2015 Committee should apply for a Business Debit Mastercard, as the current card (under Sophie Yates' details) will be destroyed upon handover.

4. Obligations attached to Gender Institute Grant

The time frame for this grant is **August 2014 – March 2015**.

The granting of funds by the Gender Institute entails obligations for the 2015 Executive Committee. These include:

From an email sent by Barbara Clare, dated 18 September 2014:

- *A one page report for our website (if possible with a photo).*
- *List the outcomes achieved under the following broad categories (at least one): (1) supported research, education and outreach on gender and sexuality across the University and beyond (2) promoted collaboration and linkages across ANU Colleges and with the wider community or (3) improved gender equity within the ANU staff profile*
- *Submit a separate finance acquittal report with unspent funds returned to the Gender Institute.*

From the application, submitted to the Gender Institute 26 August, 2014:

- *The event/project will explicitly acknowledge Gender Institute support in all publicity/media coverage*
- *The Gender Institute banner will be displayed at any associated events*
- *The initiative will be as inclusive of a range of ANU academics or GI nodes as possible*
- *The GI banner will be displayed at the event*
- *Associated events will provide opportunities to invite new members to join the GI newsletter/GI nodes list*
- *The recipient will provide account details for the transfer of funds via the R-ledger*
- *The agreed funds can be deposited into that account and then managed by the applicant*
- *A short report on outcomes will be submitted at the end of the timeframe (as per guidelines)*
- *A separate finance acquittal report will be submitted upon completion*
- *Unused funds will be returned to the GI*

BALANCE SHEET

ANU Circle for Gender Equity

DATE	ITEM	CREDIT	DEBIT	SUM
25-Oct-13	OPENING BALANCE			Nil
25-Jan-14				Nil
3-Mar-14	Jessica Avalon (Loan GI Grant amt)	\$ 240.00		\$ 240.00
4-Mar-14	Sizzle Café		-\$ 155.00	\$ 85.00
16-Apr-14	Gender Institute Grant (Chq Dep Branch ANU)	\$ 240.00		\$ 325.00
29-Apr	GAC transfer (125398)	\$ 236.58		\$ 561.58
29-Apr	IB Money Jessi (mistake withdrawal)		-\$ 50.00	\$ 511.58
1-May	ANUCGE Reimbursement (Oops IB remibursed)	\$ 50.00		\$ 561.58
6-May	Mountain Designs (mistake payment)		-\$ 224.95	\$ 336.63
11-May	ANUCGE Reimbursement (soph mistake reimb)	\$ 224.95		\$ 561.58
11-May	Jessica Avalon Reimbursement (GI Loan reimburse)		-\$ 240.00	\$ 321.58
15-May	Jessica Avalon O Week Food Reimbursement		-\$ 15.44	\$ 306.14
15-May	Sophie Yates Sushi deposit reimbursement		-\$ 10.00	\$ 296.14
15-May	Anahita Surya Officeworks Reimbursement		-\$ 66.00	\$ 230.14
5-Aug	Sizzle Café		-\$ 30.00	\$ 200.14
5-Aug	IGA City West (food)		-\$ 17.73	\$ 182.41
5-Aug	IGA City West (speaker gifts)		-\$ 16.76	\$ 165.65
8-Aug	Sizzle Café		-\$ 150.00	\$ 15.65
25-Aug	Jessica Avalon Loan	\$ 200.00		\$ 215.65
26-Aug	GAC Grant (301500)	\$ 148.30		\$ 363.95
29-Aug	Sizzle Café		-\$ 180.00	\$ 183.95
9-Sep	Jessica Avalon Partial Reimbursement		-\$ 180.00	\$ 3.95
30-Sep	Sophie Yates Loan	\$ 200.00		\$ 203.95
30-Sep	Sophie Yates Loan	\$ 25.00		\$ 228.95
1-Oct	IGA City West (food)		-\$ 12.57	\$ 216.38
2-Oct	Mees Sushi Acton		-\$ 210.00	\$ 6.38
5-Oct	Diversity Learning Committee Transfer for sushi	\$ 180.00		\$ 186.38
7-Oct	Gac Grant (PR0153363)	\$ 135.00		\$ 321.38
11-Oct	Sizzle Café		-\$ 180.00	\$ 141.38
18-Oct	Sizzle Café		-\$ 90.00	\$ 51.38
18-Oct	Jessica Avalon Complete Reimbursement (for 25Aug)		-\$ 20.00	\$ 31.38
20-Oct	Sizzle Café		-\$ 30.00	\$ 1.38
20-Oct	CLOSING BALANCE			\$ 1.38