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**Adelaide University Law Students’ Society Incorporated (AULSS)**

**Committee Meeting 1 - Minutes**

to be held at 6:00pm on Monday 6th March 2023 in Ligertwood 231

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| **1** | ***Meeting Open*** | **BL** |

Bryan opened the meeting at 6.08pm.

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| **2** | ***Acknowledgement of Country*** | **BL** |

Bryan read out the acknowledgement of country.

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| **3** | ***Attendance*** | **BL** |

In person: Bryan Lau, Felix Eldridge, Minha (Minnah) Butt, Henry Allen, Patricia Papathanasopoulos, Sophia Tait, Natalie Nimon, Hamish McNamara, Christos (Lucas) Michaels, Leah Schlein, Zeyang (Aidan) Wang, Lydia Mel, Chloe Rungie, Emma Colovic, Henry Lewis, Cerys Davies, Kush Goyal, Alannah Begbie, Ruby Stewart, Xavier Mackie, Eleni Sarantou, Bhoomika Trivedi, Yurui (Rui) Jiang, Grace Jin, Kathryn Jannes, Chris Mary, Holly Saberton, Deeptanshu Sharma, Salma Mansurwala, Lili Caltabiano, Evelyn Walker, Charlie Hayes, Angela Carlisle, Jennifer Lamb, Ikhwan Fazli Bin Adi Bokharee, Jessica March, Georgia Chiswell, Aryaman Mehta.

Online: Tony Tu, Valentino Esposito, Jarrod Eddy, Chye Hui (Samantha) Kuan, Harry Passehl,

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| **4** | ***Apologies*** | **BL** |

Valid apologies: Eton Williams, Isabella Burgess, Minh Tran.

Absences: None.

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| **5** | **Minutes of Previous Meeting** | **BL** |

**Motion:**  
That the signed Committee minutes for the Committee Meeting dated 10th October 2022 be approved as a true and accurate record.

Moved: Bryan

Seconded: Lucas

Carried unanimously.

Felix notified the Committee that the Notice of Committee Meeting 1 was not published correctly, with a separate notice being sent to the Committee not being provided 7 days before the meeting. He confirms that all other meeting requirements were met and that the Committee was given adequate notice because they were sent the all student email at the start of the year with all dates of meetings, a similar email was sent ahead of the information night and reiterated in person on the night, there was a post about this in the Committee facebook page, and this was placed on the AULSS website as well. He apologises for this mistake, citing that while adequate notice was de-facto provided, it was not complete constitutionally, and while this should not affect the meeting significantly, just to be safe he proposes the following motion (based on a similar situation in 2021).   
  
**Motion:**

The AULSS Committee approve to dispense the notice requirement within 30(1)(b) requiring notice to be sent directly via the Committee email no less than 7 calendar days before the Committee meeting.

Moved: Felix

Seconded: Patricia

Carried unanimously.

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| **6** | **President’s Report** | **BL** |

Bryan noted the results of the four rounds of Co-Options in the last three months, a potential record that the AULSS has set given the high rate of turnover of Committee members. He briefly outlines the process of how Co-Options are handled.

Bryan commended the successful running of the AULSS O’Week stall, particularly thanking Felix for administering things in his absence while he was overseas, and also everyone else that volunteered at the stalls. Apparently the Medical and Engineering Societies had less turnout than they had hoped for. He adds that the Education portfolio and Felix ran a successful presentation for the first years at the induction lecture.

Bryan notes that the Dean had contacted him and told him that she wanted to be more engaged with the AULSS this year. He has had three meetings so far with her. They discussed the 140th year of the Law School, updates to the Grievance Policy and the Respectful Ligertwood Committee. They also discussed the plans for the reception area / area formerly occupied by Alex Jones which temporarily has another division’s staff in there but may in the long run become a study and social space for students.

Regarding the Respectful Ligertwood Committee, this would be a replacement to the old Law School Board and would promote a culture of respect and inclusion within the Adelaide Law School. The Committee will include four academic staff who shall be nominated by the Dean, 5 student representatives who shall be nominated by the Dean. The student representatives will not necessarily be from the AULSS because they want a diverse group. Some of these members may be suggested by lecturers who shall ask if those students would be interested.

Bryan discusses the John Bray Alumni Network which is the Adelaide Law School Alumni network, specifically providing a brief update about the Mentorship Program. The program is going ahead and a former President of the AULSS Peter Tantalos is assisting with boosting engagement.

Bryan notes the strengthened partnerships with the Medical and Engineering Societies where these Societies cross promote events such as the Suits, Scrubs and Spanners event, Tri Society Blood Drive and Tri Society Sports Drive.

Bryan adds that the AULSS has also been involved with a partnership with 180 Degrees Consulting which is an international consulting based organisation with a club branch at University. Over the summer holidays it ran a complimentary leadership training session which was attended by representatives from the AULSS, Medical and Engineering Societies. They also will run an Internship Night event which will be overseen by Sofia.

Rui entered the room at 6.21pm.

Bryan wanted to host a multicultural event, involving the Hellenic Australian Lawyers (HAL) and the Asian Australian Lawyer’s Association (AALA) which was based on an idea from last year. He has contacted Peter, and Vanessa the relevant presidents, and wants to run this in semester 2. This would be a Trivarsity style event with different stalls for each group, and would be a networking event.

While away in Singapore, he met Sylvesta, the President of the Singaporean equivalent of the AULSS to discuss a collaboration idea they had. They wanted to run an event together. Unfortunately the Singaporean Government recognises a number of law degrees from Australian universities, but not the University of Adelaide.

While visiting Malaysia during this overseas trip, Bryan had a meeting with an alumnus from 30 years ago who wanted to run an overseas trip, similar to the rural SA trips that the Law School currently runs. The alumnus, Matthew, wanted to get the Law School to find students who would be interested in learning about a career in law in South East Asia, fly them over and they can stay at a large house that he owns there. He would introduce them to the legal firms there and allow them to network. He has set up a meeting between Matthew and the Dean and Mark Giancaspro.

Bryan informs the Committee that he will continue sending out a President’s Newsletter at least twice per semester, and notes that the Uniform Clerkship Scheme which is run with the other two Law Student Societies in SA is progressing.

Bryan notes that the Grievance Policy will be updated soon and he has sought additional advice from the Dean about this. Finally he adds that he will be seeking feedback on how the Committee is functioning, AULSS events and other miscellaneous things by way of a survey which he will distribute later in the semester.

**Motion:**

That the AULSS Committee approve the President’s Report.

Moved: Minnah

Seconded: Rui

Carried unanimously.

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| **7** | **Vice-President’s Report** | **FE** |

Felix notes that he contacted University Infrastructure to provide the AULSS with some new furniture to replace the dilapidated existing chairs that the AULSS had a the time, including adding a couple of roller chairs, as well as add a few extra drawers.

He briefly summarises a successful O’Week stall for the AULSS through the University and YouX, but a sadly less successful ABLE Faculty Day stall due to poor advertising on the Faculty’s behalf. Jointly the events pulled over $350 in merchandise sales. Only one particularly noticeable incident where at the ABLE stall, the AULSS and Adelaide Business Student Society (ABSS) were privy to an unknown gentleman who, from the exterior of the Nexus 10 glass windows, urinated over them and knocked on the window to attract more attention to himself. Felix humorously remarked ‘just another day in the ABLE faculty’.

Felix notes that unfortunately the first year induction meet and greet didn’t go quite to plan due to the faulty setup of the coffee cart provider that was catering coffee at the event. As a result, by the time the coffee was ready to be served, a number of attendees had drifted off. Despite this, the AULSS had a good opportunity to socialise with the first years, and the pastries on offer disappeared quickly and enthusiastically.

Felix briefly updates the Committee on the merchandise options, noting that there may be ties and water bottles on offer, along with Hoodies, T-Shirts, Crew Necks and Rugby Tops.

Felix also notes the currently provisional venues that are participating in the Law School Local (LSL) Program this year, there are about 30 venues with more to come. He encourages any member of the Committee who has links to venues to contact him to discuss whether the AULSS could persuade them to join the LSL program.

Felix goes over the expectations for attending meetings, citing the strict requirements outlined in the Constitution. He reminds members to please let him and Bryan know if they are unable to attend the meeting, or require the online join link.

**Motion:**

That the AULSS Committee approve the Vice-President’s Report.

Moved: Minnah

Seconded: Patricia

Carried unanimously.

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| **8** | **Treasurer’s Report** | **MB** |

Minnah states that her main goals so far as Treasurer have been to establish infrastructure, ensure the standardisation of financial reporting and establishing a financial policy.

Minnah notes that that so far she has organised the purchase of an EFTPOS terminal to replace the one that no longer in in service that the AULSS used to have. She notes that training will be run on how to use this.

Minnah adds that there is now an invoice submission form that will be used the central method to request reimbursements for AULSS expenditure or to pay third party suppliers. She has been working on the Financial Policy and hopes to have this ready for Committee 2.

Minnah informs the Committee that there have been an average increase of about 24% to the price of sponsorship packages solicited by the AULSS to law firms, and she is working on locking in more sponsors than this time last year. She highlights an extra assertive marketing strategy with the firms. So far there are 11 sponsors with 20 thousand pulled in sponsorship revenue so far.

Minnah goes into detail about the new AULSS Endowment Fund, crediting Felix for this idea. The fund will be a term deposit bank account which will have an amount deposited in it, topped up annually with 5% of sponsorship revenue from the previous year. The high interest from this fund will then be used as a separate income stream, higher than a normal bank account due to the inability to withdraw the money quickly, and will provide a financial cushion for years later if the AULSS should lose income from traditional income streams. This was part of a push to diversify the AULSS income streams.

**Motion:**

That the AULSS Committee approve the Treasurer’s Report.

Moved: Natalie

Seconded: Hamish

Carried unanimously.

Just prior to the Activities Director’s Report, the Education Director, Tony, notes that he will be leaving soon and requests that his report be heard next. The request to vary the agenda is accepted by the Chair.

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| **9** | **Director of Education’s Report** | **TT** |

Tony notes that while he could not be at the First Year induction day in person, it went well and he thanked Bryan, Felix and Eleni for their work on the ground.

Tony notes that a number of people don’t have friends in the law school and wanted to thank Leah for facilitating people making friends through her participation in events generally, including the Mature Aged Tea event. He also specifically thanks Aidan for helping with events.

Tony notes that the First Year Guides seemed to be well done, and thanked Bryan and Henry for their work on the guide, alongside his entire portfolio.

Tony informs the Committee that the upcoming first year drinks event should be a fantastic event, with an additional 50 person capacity than last year, taking it up to a total 200 person capacity.

Tony provides an update for the First Year Elections, stating that they will be run using the AEC lower house preferential voting system, ie the Instant Runoff Voting system, and encourages Committee members to encourage first years to nominate for the positions.

**Motion:**

That the AULSS Committee approve the Director of Education’s Report.

Moving: Aidan

Seconding: Patricia

Carried unanimously.

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| **10** | **Director of Activities’ Report** | **NN** |

Natalie opens her report by talking about the success of Opening Party and congratulating Emily for the successfully run first event, noting that a lot of first year students were there. She adds that Pro Vino will be launched this week which Georgia is organising. It will be on the 25th of March, has been moved to the Adelaide Hills this year rather than McLarren Vale. Venues include Sidewood and Lot 100.

Natalie follows on from this by noting the Pub Crawl event, a Trivarsity event alongside the other two Law Student Societies from Flinders and UniSA, although the AULSS is doing most of the work. This event is being handled by Kathryn.

Natalie notes that Law Ball will be hosted at Adelaide Oval this year, and will be held on the 20th May. There will be an increased capacity of 1,500 attendees in total. There will be more information, including a theme reveal this week or the week after, that will be released over time. The AULSS is using an event planner from Sydney this year and there is a famous to be announced DJ for the event.

She acknowledges that the vast Law Ball costs are not yet reflected in her budget.

**Motion:**

That the AULSS Committee approve the Director of Activities’ Report.

Moved: Natalie

Seconded: Minnah

Carried unanimously.

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| **11** | **Director of Careers’ Report** | **ST** |

Sophia notes that the Trivarsity Law Fair will be held on the 24th of March at the Adelaide Convention Centre, and encourages students to attend. There will be an all student email sent out soon.

Sofia talks about the how to interview evening event along with the next steps program, which is the Law School equivalent of the Careers Portfolio.

Regarding the Careers and Clerkships Guide, small networking session tips have been added to the guide as well as a few other smaller things.

Jess left the room at 7pm.

Bhoomika left the room at 7pm.

Sofia announces that the AULSS will be implementing a sponsored attendance event soon and wants this to be a fair policy. She outlines a few options on the table, but notes that the strict attendance and pure good faith practices from last year did not work for different reasons.

Rui asks if there has been any updates on the John Bray Alumni Mentorship Program. Bryan responds that this was covered earlier in his report and repeats his earlier update answer.

Rui notes that she likes the middle ground and stricter good faith policy options tabled, as per Sofia’s report. She enquires whether the valid apologies in the policy would cut into valid apologies into Committee meetings. Sofia responds that they would not as Committee apologies are separate to individual event apologies. Sofia asks the Committee for any suggestions as to consequences for breaking the policy.

**Motion:**

That the AULSS Committee approve the Director of Careers’ Report.

Moved: Natalie

Seconded: Chris

Carried unanimously.

Tony left the room at 7.09pm.

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| **12** | **Director of Communications’ Report** | **HA** |

Henry notes that there has been difficulty over the last few years within the portfolio, specifically understanding how the portfolio works because they run in a very particular way as a new portfolio. He notes that a lot of things have gone wrong including subscription malfunctions, issues paying for things with the AULSS card, email issues, data breach attempts and more. Despite these issues, he believes that the worst is behind the portfolio. Henry thanks his representatives for their work, especially considering most of them have been Co-Opted.

Bhoomika entered the room at 7.13pm.

Henry notes that there are a few things that the Committee should be aware of. One of these things is that the aesthetic of the Communications material they produce for each portfolio is really important. He describes the AULSS’ visual branding as ‘corporate style with a youthful element, that is calm and consistent across the portfolio.’

Henry asks Committee members to promote some events on social media by reacting to posts, especially competitions and first year drinks. He reaffirms the importance of decorum as a representative of AULSS online.

Henry outlines that it is the purpose of the portfolio to take raw content from other portfolios, and make it look nice and to disseminate that online. He adds that specific instructional documents will be circulated later with step by step instructions for how content will be approved and submitted to the portfolio.

Henry suggests that Committee members be mindful of contacting the Communications representatives directly, and prioritise going to the respective portfolio director first. He wants to prioritise getting a formal written Communications Policy.

He notes that the Hilarian has same editorial team as last year, and that they have been filling their subcommittee. Hilarian Editor Kush notes that it’s a continuation from last year, but there are some new things including interviews such as with judges. There will be an article on the Voice to Parliament.

Regarding the IT officer, Henry expresses his thanks for her help which has been huge. He reminds people to let her know if they are getting emails that have been forwarded on from their official email accounts.

Henry notes that while there was not a budget this meeting, the budget for his portfolio was just software subscriptions.

**Motion:**

That the AULSS Committee approve the Director of Communications’ Report.

Moved: Hamish

Seconded: Lucas

Carried unanimously.

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| **13** | **Director of Competitions’ Report** | **PP** |

Lucas leaves the room at 7.26pm.

Patricia explains that she has done a lot of the preparation for the year and thanks her representatives for their hard work. She has submitted problem questions to the Australian Law Students’ Association (ALSA).

Chris leaves the room at 7.28pm.

Patricia notes that there is an exciting round of judges including previous competition winners and SA Supreme Court Chief Justice Kourakis. She has updated rules and guidelines. Some of these changes include removing outdated terms and watering down punishments deemed extreme from the past.

Chris entered the room at 7.31pm.

Patricia thanks the Executive for approving her request to expand the portfolio to 10 representatives from the initial 6 as per clause 18(5) which allows up to 6 additional representatives to be Co-Opted onto the Committee. She affirms her support for permanent expansion of the portfolio to 10 via amending the Constitution at the SGM.

Lucas entered the room at 7.35pm.

Regarding the internal banks of problem questions for competitions, Patricia affirms the need to get a proper bank of good edited questions so that the portfolio don’t need to rely on ALSA for it. Ideally the portfolio won’t have to rely on them at all from 2027.

Patricia notes that the Competitions Policy has been updated by the Executive. She discourages people from taking on too many competitions and not showing up, noting that the blacklist guide has been updated and that she has concerns that some people who are registering will drop out. She adds that the Competitions subcommittee is up and running.

Patricia remarks that the Competitions come and try day had lower than ideal attendance but otherwise went very well.

The feedback from previous ALSA competitors has been that participants were not feeling prepared so the AULSS will be hosting some practice sessions for competitions. She finally notes that there is a new internal competition which is being set up with her counterpart at Flinders which looks promising.

**Motion:**

That the AULSS Committee approve the Director of Competitions’ Report.

Moved: Minnah

Seconded: Lucas

Carried unanimously.

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| **14** | **Director of Social Justice and Equity’s Report** | **HM** |

Hamish explains that the Social Justice & Equity Portfolio walks the line between advocacy, fundraising, sports and wellbeing. He notes the first event will be with the SA Attorney General Kyam Maher on the SA and Australian Voices to Parliament.

Hamish notes that he has been working alongside Nadia Hess regarding Law School accessibility of regional students. He adds that the next big event will be the Walk for Justice event, with a series of events beforehand.

Hamish thanks Felix for agreeing to allocate a portion of LSL program revenue to the Walk for Justice event, and mentions that there will be more expansive sporting events coming up.

**Motion:**

That the AULSS Committee approve the Director of Social Justice and Equity’s Report.

Moved: Lucas

Seconded: Ruby

Carried unanimously.

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| **15** | **Other Business** | **BL** |

There was no other business raised.

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| **15** | ***Meeting Close*** | **BL** |

Bryan closed the meeting at 7.42pm.

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| **Notice** |
| In accordance with clause 30 of the Constitution, notice of this meeting was circulated before the Committee Meeting, following consultation with the President. An agenda and related documents for this Executive Meeting were circulated on 3rd March 2023. |

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| **Quorum** |
| In accordance with clause 22(1) of the Constitution, there being at least half of the current Committee plus one, including at least two members of the Executive, in attendance, quorum was present at the time the meeting opened. |

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| **Chairperson** |
| In accordance with clause 24(1) of the Constitution, the President acted as Chairperson. |

Signed by the member who presided at this meeting pursuant to s 51(1)(b)(ii) of the *Associations Incorporation Act 1985* (SA): 

Name: \_\_\_\_\_\_Bryan Lau\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position: \_\_\_\_\_\_President\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 

Date: \_\_\_\_\_\_\_19.03.23\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 