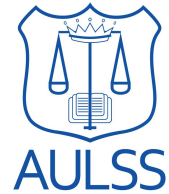


Adelaide University Law Students' Society Inc.

Minutes: Committee Meeting



Date: 26 March 2018

Meeting Opened: 6:12pm ACDT

Meeting Closed: 7:53pm ACDT

Location: Lecture Theatre 231, Ligertwood Building, University of Adelaide SA 5005

Meeting called by: Henry Materne-Smith	Minutes taken by: Henry Materne-Smith
Present (28): Alison Jones (President), Henry Materne-Smith, Azaara Perakath, Sam Leeson (arrived 6:31pm), Soraya Pradhan, Sophia Laparidis, Louis Guglietti, India Short, James Williams, Olivia Jay, Mitchell Bruner, Tim Porter, Jasmyn Tran, Gaida Merei, Elliette Kirkbride, Lucy Burnett, Annabel Bramley, Hugo Chapman, Jack Eccleston, Erin Mack, Georgia Penglis, Cloe Jolly, Belal Salih, Nicholas Garbas, Elliott Sarre, Alison Gunning, Claudia Boccaccio, Peter Tantolos	
Valid apologies (5): James Lontos, Jasmin Teurlings, Emma Stone, Tyson Leung, Chelsea Chieng	
Invalid apologies (1): Daniel Bartlett	
Not present without notice (0): none	

Notice

In accordance with clause 29 of the Constitution, notice of this meeting was circulated and uploaded before the Committee Meeting on 19 March 2018, following consultation with the President. An agenda and related documents for this Committee Meeting were circulated and uploaded on 23 March 2018.

Quorum

In accordance with clause 21(1) of the Constitution, there being at least half of the current Committee plus one in attendance (including at least two members of the Executive), quorum was present at the time the meeting opened.

Chairperson

In accordance with clause 23(1) of the Constitution, the President acted as Chairperson.

Executive reports

The Executive provided reports under clause 31 of the Constitution.

Agenda Items

Item: Statement of Acknowledgement of Country	
Presented by	Alison Jones
Discussion	The Adelaide University Law Students' Society (AULSS) would like to acknowledge that the land we meet on today is the traditional lands for the Kurna people and that we respect their spiritual relationship with their Country. We also acknowledge the Kurna people as the traditional custodians of the Adelaide region and that their cultural and heritage beliefs are still as important to the living Kurna people today.

Item: Minutes and issues from the Committee Meeting on 5 March 2018	
Presented by	Henry Materne-Smith
Discussion	No issues were raised in relation to the minutes of the Committee Meeting held on 5 March 2018. The Committee accepted the minutes as true and accurate.
Moved by	Alison Jones
Carried by	Louis Guglietti

Agenda Items – Executive Reports

Item: President	
Presented by	Alison Jones
Discussion	<p>Deferred to written report with the following additions:</p> <p><u>Alison officially welcomed the new First Year Representatives, Peter Tantolos and Chelsea Chieng.</u></p> <p><u>Committee Welcome Drinks:</u></p> <ul style="list-style-type: none"> • Planned for Sunday 8 April in the evening, subject to change • Poll to be put on Facebook to determine the details <p><u>Alison congratulated to Azaara Perakath, Mitchell Bruncker and Jake Kriticos on recent mooting achievements:</u></p> <ul style="list-style-type: none"> • Alison stated that it was a fantastic achievement to reach the Top 32 teams at the Vis Moot competition. <p><u>Law Library Meeting (RE: Opening Hours Reduction):</u></p> <ul style="list-style-type: none"> • Alison met with several Law School staff today regarding the changes to the Law Library hours. • Alison expressed disappointment at the meeting about the AULSS not being consulted about the changes, about the negative outcomes for students, about the negative outcomes for competitions participants; about the issues for ALSA being held in Adelaide.

- Alison reported to the AULSS that the Faculty also was not consulted about the changes.
- Melissa agreed with Alison about disappointment over the lack of consultation.
- Alison explained that the libraries are all run by a central committee that made the decision, not the Law School/Faculty.
- Alison also reported that Law School academics had concerns about the changes to the hours.
- Another meeting is envisaged, and we hope to be able to express our views and achieve a better outcome.
- Tim Porter: are we concerned about just the opening hours or broader issues around staffing and services? – Alison: predominantly the hours. The meeting involved consideration of possible alternatives, including extending hours, allowing swipe card access, etc.
- Elliette Kirkbride/Annabel Bramley: was this purely a cost cutting exercise or were they concerned that we don't use the library enough? - Alison: both factors seem to be involved.
- Louis Guglietti: I personally see this as related to the cost cutting proposals in the past (consolidating faculties and removing the law library entirely). One issue would be the penalty rates that the University pays staff on weekends. This is all being decided above the Law School level.
- Nick Garbas: we could approach other student bodies like SRC to advocate against this? – Alison: at the moment we do not need to go that far because the meeting went well and change appears possible. Potentially, if progress stalls, we can try that.
- Tim Porter: should we put together a petition? – Alison: we need to show more than just a name and signature. Ideally, we need to show the reasons why students are concerned. That's why a survey is best.
- Louis: should we pass a motion condemning the changes?
- Alison: unsure if necessary.
- Soraya: does not seem to be standard practice in the AULSS.
- No motion was moved.

Equity and Wellbeing Officer:

- Alison will meet with Gaida, Tina and Leslie to discuss the application form on Thursday.
- We will advertise the position soon via all students email and Facebook.

Committee expectations:

Alison reiterated the following expectations:

- Attend portfolio events
- Attend committee meetings
- Communicate with your director
- Please let us know if there are any issues
- Peter T and Chelsea C will be reporting to Azaara in the Education Portfolio

	<ul style="list-style-type: none"> • Law Ball: all Committee members have 2 tickets set aside for purchase, but specifically <i>on the condition that you give up at least 30 minutes to scan tickets/put on wristbands</i> <p style="text-align: center;">[Sam Leeson arrived at 6:31pm]</p> <p><u>Open Door Policy:</u></p> <ul style="list-style-type: none"> • Alison asked for thoughts on the success of the policy • Alison Gunning: don't forget to close the door when you leave because there are a lot of items in there; also make sure you say hello to people if anyone comes in so as to make sure it feels like a welcoming space. • Soraya: if anyone comes in who refuses to leave or causes any issues, let the Executive know. • Alison: don't leave non-Committee members in the office alone, but they can be in there while you are too. <p><u>Alison thanked Elliott Sarre for his design and formatting work on the 2018 Careers Guide. Alison also thanked C&S portfolio generally.</u></p>
Conclusions	As above.
Votes	N/A
Action items	As above.
Moved by	Sam Leeson
Carried by	Annabel Bramley

Item: Vice-President	
Presented by	Henry Materne-Smith
Discussion	<p>Deferred to written report with the following additions:</p> <p><u>Email issues:</u></p> <ul style="list-style-type: none"> Henry explained the causes of the email changes, which relate to changes in our web hosting services. Henry thanked Elliott Sarre for his assistance in rectifying the email issues and getting everything back up and running. Henry also reiterated that our website and emails are all .org addresses, NOT .org.au anymore. Therefore everyone should update their Wisestampe email signatures/bookmarks. Alison reminded everyone to use Wisestamp signatures for any external communication. <p><u>Committee Members using Albert:</u></p> <ul style="list-style-type: none"> Henry reported that Albert, the AULSS EFTPOS machine, was working again and could be used by any Committee Member for sales of Law School Local cards, Keep Cups or tickets, etc. Albert is easy to use: when you take it off its charging cradle, you can type in a payment and then paywave. The steps for selling Law School Local are on a list on the AULSS Office pin board – please refer to that when selling. Please do not do anything other than regular EFTPOS sales without assistance from Henry/Alison. In particular, please do not try to use Albert for refunds. <p><u>AULSS Apparel Designs</u></p> <ul style="list-style-type: none"> Henry reported that he planned to undertake a design competition for the AULSS Hoodies and asked the Committee if they objected. There was no objection. Nick Garbas: we need a back-up plan for designs. Sophia Laparidis: we should have an incentive (e.g. pub crawl t shirt or Law Ball ticket). Annabel Bramley: people will like wearing their design. Alison Jones: I like the idea Henry: it also helps to make the AULSS less “cliquey” because we are increasing engagement with students. Henry also asked if there were any people willing to assist in the apparel process. – Annabel Bramley and Belal Salih offered to assist. Alison: I am concerned about the long wait between ordering apparel and getting it, which was an issue last year when apparel did not arrive before mid-year break. Can Annabel ask the Pub Crawl t-shirt people about this? – Annabel: yes.
Conclusions	As above.
Votes	N/A
Action items	As above.
Moved by	Belal Salih
Carried by	Alison Gunning

Item: Director of Careers and Sponsorship	
Presented by	Soraya Pradhan
Discussion	<p>Deferred to written report with the following additions:</p> <p><u>Belal Salih reported on the Careers Fair</u></p> <ul style="list-style-type: none"> • Positive outcome running it at the Convention Centre • Belal explained the profit sharing process based on attendance • Attendance: UniSA: 88 people; Flinders: 82 people; Adelaide: 244 people • We should receive about 50% of the approximately \$12k, but yet to be confirmed by the organiser. • The only issue we had on the day was registering people who did not pre-register, which was quite time consuming • People seemed quite happy with the event overall • Alison Jones: I thought it went really well • Soraya: around mid-year, there will be a discussion about 2019 plans. How do people feel about doing this again (or not)? • Sophia: it was great • Alison Gunning: the colour coded tags made it difficult for younger students as the firms would sometimes avoid talking to you if you had the wrong colour for their interests. But overall the people there were really helpful with information. It wasn't too crowded either. • Gaida: the location was difficult as someone who works on the University campus. • Henry: was anybody concerned about the composition of the employer attendees? For example, too dominated by commercial firms? • Soraya: there is a skew because it's largely only commercial firms that hire clerks. DPP and some others were present. • Sophia: there are also alternative options for people looking for non-commercial pathways. <p><u>India Short reported on the 2018 Careers Guide:</u></p> <ul style="list-style-type: none"> • Cost of printing this year was approximately \$2,130 for 300 copies. Last year it was approximately \$6,230 for 400 copies, and we didn't hand them all out either. • Big reduction in price but still a high quality publication. <p><u>Liv Jay reported on the 2018 Clerkship Guide:</u></p> <ul style="list-style-type: none"> • Aiming for a mid-April release • Looking to cover a lot of firms in the firm directory • Currently just getting dates and application process information • Henry: is everything okay regarding sponsorship for the clerkship guide? – Soraya: yes, we will split the guide into a sponsored and non-sponsored sections. The sponsored section will have more content because those firms that pay. <p><u>James Williams reported on Next Steps Seminars/Clerkship Seminars:</u></p> <ul style="list-style-type: none"> • Deferred to the Director's written report. • Soraya asked for thoughts on why attendance is low.

	<ul style="list-style-type: none"> • Alison: one issue may be publicity. It may be difficult for us to use social media because we are saturating the feed. We could put something on our website though. • Annabel Bramley: a lot of younger students probably assume that it is not relevant for them, or that the people there would not be interested in you. • India Short: often the advertisement makes you think that it's a niche topic that is not useful for you, but after having gone, you realise that you learn a lot no matter what your pathway plans are. For example, the technology-based seminar was still really informative from a generalist perspective. • Annabel Bramley: we could improve the description of the events to make them appeal to a broader range of people • Mitch Brunner: some of the topics are very niche – Soraya: they do tend to plan the seminars based on people they know. • Henry: clashes with class or work are often an issue too. • Soraya: we can investigate what we can do about the event descriptions, although they tend to be written by the Law School staff.
Conclusions	As above.
Votes	N/A
Action items	As above.
Moved by	Jack Eccleston
Carried by	Azaara Perakath

Item: Director of Education	
Presented by	Azaara Perakath
Discussion	<p>Deferred to written report with the following additions:</p> <p><u>Welcomed Peter and Chelsea as our new First Year Representatives.</u></p> <p><u>Azaara thanked Elliott Sarre, Alison Jones and Tim Porter for helping with the First Year Representative elections.</u></p> <p><u>Survive Exams events:</u></p> <ul style="list-style-type: none"> • Planned to occur in weeks 11 and 12 of Semester 1 • Traditionally focussed on general study tips, reading tips, exam notes advice. • Please let us know if you have any thoughts. • Alison/Gaida: Lex Salus would be happy to assist with a mental health and wellbeing dimension.
Conclusions	As above.
Votes	N/A
Action items	As above.
Moved by	Sophia Laparidis
Carried by	Soraya Pradhan

Item: Director of Social Justice	
Presented by	Louis Guglietti
Discussion	<p>Deferred to written report with the following additions:</p> <p><u>International Women’s Day Bake Sale:</u></p> <ul style="list-style-type: none"> • Successful event that raised over \$250. • Louis thanked Georgia Penglis – instrumental in the success of this event. <p><u>Walk for Justice:</u></p> <ul style="list-style-type: none"> • Louis asked for everyone to join the AULSS team for this. <p><u>Indigenous Officer progress update:</u></p> <ul style="list-style-type: none"> • We are considering proposing the introduction of an Indigenous Officer, who can advocate within the AULSS on behalf of Indigenous people and communities, plus creates a leadership role for an interested student • Louis is waiting for further information from the ATSI Officer/Manny regarding the potential introduction of an Indigenous Officer. • Sophia Laparidis: a lady came into the Office asking about Indigenous opportunities recently, so this is timely. • Louis Guglietti: there are approximately 1,600 Law School students, approximately 30 Indigenous students. • Alison Jones: we would want to ensure that it is not tokenistic • James Williams: I know of several people who would leap at this kind of role. – Alison: James, please pass on relevant details to Louis if the people are happy for you to do so. • Claudia: would we be replacing the ATSI group in any way? – Louis: not at all, we want to collaborate and build on their work. <p><u>JusticeNet Sub-Committee</u></p> <ul style="list-style-type: none"> • This will be an opportunity for all Law Students to get involved in making decisions about, and coming up with ideas for, fundraising. • Email to come.
Conclusions	As above.
Votes	N/A
Action items	As above.
Moved by	Sophia Laparidis
Carried by	Alison Gunning

Item: Director of Competitions	
Presented by	Sam Leeson
Discussion	<p>Deferred to written report with the following additions:</p> <p><u>Competitors who drop out:</u></p> <ul style="list-style-type: none"> • Sam reported that there had been some issues with competitors dropping out at the last minute. • Alison: how big were all the competitions? – Sam: 20-40 people depending on the competition. • Henry: were there people to fill the competitions when there were drop outs – Sam: yes • Elliette: could we have a backup list for when people drop out – Sam: yes, we do. • Sam: we may need to set up more formally the ‘black list’ that everyone talks about, but which has never really been kept properly. • Alison Jones agreed to creating a list of drop outs. • Sam: this is for dropouts who do <i>not</i> have valid reasons. • Alison Gunning: we need to be careful with the wording of the rules to ensure consistent penalties for forfeits and drop outs. • Claudia: are the consequences for dropping out covered at the Competitions Info Night? – Sam: we did highlight this for competitors, but not for volunteers. • Gaida: can we make the dates clearer too? – Sam: they are pretty clear already, but can follow it up. <p><u>Volunteering:</u></p> <ul style="list-style-type: none"> • Sam raised the question of rewarding volunteers/penalising volunteers who then do not actually help. • Gaida suggested that we need an incentive system to make people stick to their commitment • Alison: we could introduce Service Awards like in the past • Gaida: I don’t think that awards would work – it isn’t very meaningful. What about free tickets or some other tangible benefit that is relatively low cost to us? • Sam: volunteering issues is an ongoing trend, so positive incentives like that have a place. • Soraya: penalties won’t work to stop being dropping out from volunteering. If there are penalties, people just won’t volunteer in the first place. Instead, maybe we should just make the Committee or portfolio members the de facto back up helpers. <p><u>Sam wished the Space Moot Team luck for their competition.</u></p> <p style="text-align: center;">[Elliette Kirkbride left the meeting 7:28pm]</p>
Conclusions	As above.
Votes	N/A
Action items	As above.
Moved by	Henry Materne-Smith
Carried by	India Short

Item: Director of Activities	
Presented by	Sophia Laparidis
Discussion	<p>Deferred to written report with the following additions:</p> <p><u>Annabel Bramley reported on Pub Crawl:</u></p> <ul style="list-style-type: none"> • Venues being finalised. • Annabel won the design competition, but it was decided that it would not be appropriate for her to win the free Law Ball ticket, which was awarded instead to the second placed entry. • T-Shirts to be sold in Week 6. <p><u>Law Ball:</u></p> <ul style="list-style-type: none"> • Sophia announced the theme: Garden of Eden (subject to change) – essentially a sort of ‘enchanted forest’ decorative theme. Sophia raised the question of whether complaints were likely due to the religious link. • Alison Gunning: I think it’s fine • No objections were raised on the basis of religious links. • Henry: what is the difference between ‘enchanted forest’ and Garden of Eden? Could we just call it ‘enchanted forest’? – Sophia/Annabel: enchanted forest is a bit more mystical/dark, kind of like Garden of Uneathly Delights with fairies. Garden of Eden is more of a theme based on a natural paradise with lots of bright flowers and plants. • Henry: why do we want ‘Garden of Eden’ in particular? • Annabel: it will likely have a better atmosphere, less magical • Sophia: Garden of Eden is easier to decorate – flowers, vines • Alison Gunning: Arts Ball theme this year is ‘enchanted’ theme, so we can avoid a conflict by going with Garden of Eden. • General consensus that the Committee did not object to Garden of Eden as the Law Ball theme. • Sophia asked for anyone who knows a decent videographer to please contact her. <p><u>Non-Alcoholic Event ideas:</u></p> <ul style="list-style-type: none"> • Sophia suggested an idea of a picnic in the Cloisters? • Lucy Burnett/Annabel Bramley: we could do food-based events.
Conclusions	As above.
Votes	N/A
Action items	As above.
Moved by	Alison Jones
Carried by	Annabel Bramely

Agenda Items – Other Business

Item: The Hilarian	
Presented by	Alison Gunning, Hugo Chapman, Nick Garbas
Discussion	<ul style="list-style-type: none"> • Some good external contributions so far. We don't want to be writing all the content ourselves. • Gaida has provided a good piece on wellbeing. • Nick has received some good contributions from the Faculty (alternative pieces on various themes) – e.g. Kellie Toole vs David Plater on criminal juries. • Alison asked for anyone on Committee to submit content • Need to decide on cover art – we had an idea but it's quite political (involves Stephen Marshall) – Alison: please run it past me before publication!
Conclusions	As above.
Votes	N/A
Action items	As above.

Item: Mature Age Student Representative	
Presented by	Alison Gunning, in the absence of Daniel Bartlett
Discussion	<ul style="list-style-type: none"> • Alison read a written message from Daniel • Daniel noted that he had not observed much engagement from students • Daniel currently plans to meet for a dinner in week 7 – Alison Jones: we can put something on the website/blog to advertise.
Conclusions	As above.
Votes	N/A
Action items	As above.

Item: Communications Officer	
Presented by	Claudia Boccaccio
Discussion	<ul style="list-style-type: none"> • Claudia reported that the role was going well. • Working on various tasks ad hoc. • Short notice of deadlines has been an issue at times. • Soraya: Claudia has been doing a great job • Alison: please make sure you give Claudia enough notice.
Conclusions	As above.
Votes	N/A
Action items	As above.

Item: IT Officer	
Presented by	Elliott Sarre
Discussion	<ul style="list-style-type: none"> • Elliott enquired about AULSS access to Adobe professional design products. – Henry: we did have a subscription but it was recently cancelled for lack of use. • Elliott: ideally we need access to Adobe Creative Cloud again. This will help with design work on AULSS publications using Photoshop and Illustrator, plus video editing. • Henry: if it's necessary, we can purchase a subscription again in the name of the AULSS. • Louis: enquire if the University provides subscriptions to students for free • Elliott agreed to investigate whether the University has a subsidised offer and report back before any purchase is made.
Conclusions	As above.
Votes	N/A
Action items	As above.

Item: Other announcements as may arise	
Presented by	Alison Jones
Discussion	<ul style="list-style-type: none"> • These Committee Meetings are open to any member. Alison Jones encourages Committee Members to bring non-Committee Members to attend next time. • Nick Garbas: people won't come unless we provide food, such as pizza. <p style="text-align: center;">[Gaida Merei left the meeting at 7:52pm]</p> <ul style="list-style-type: none"> • Alison reminded everyone to keep liking AULSS Facebook posts
Conclusions	Everyone to bring a friend to the next Committee Meeting.
Votes	N/A
Action items	As above.

Meeting closed at: 7:53 pm ACDT

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

Name: _____

Position: _____

Signature: _____

Date: _____