**Adelaide University Law Students’ Society Inc.**

**Minutes:** Committee Meeting 2

**Date**: 28.03.2022

**Meeting Opened**:  6:00pm

**Meeting Closed:** 7:05pm

**Location**: Lecture Theatre 231

|  |  |
| --- | --- |
| **Meeting called by**: Bella Mickan | **Minutes taken by**: Bella Mickan |
| **Present (43)**: Chelsea Chieng, Bella Mickan, Aryan Banerjee, Catherine Chhour , Anthony Luppino, Annie Zhang, Celena Le, Bryan Lau, Zachary Carter (‘The Executive’). Georgia Chiswell, Shivani Gandhi, Olivia Higgins, Katia Saffiedein, Kane McAskill, Lucas Michaels, Sofia Tait, Henry Allen, Cerys Davies, Ikwhan Fazli, Kush Goyal, Shunem Josiah, Amy Lancaster, Thu Nguyen, Ruby Stewart, Isabella Burgess, Emma Colovic, Grace Jin, Jessica March, Patricia Papathanasopoulos, Nicholas Reese, Kurt Schenk, Zeyang Wang, Felix Eldridge, Henry Lewis, Tony Tu, Caitlin Arthur, Paige Cowles, Magenta Stoba, Aditi Tamhankar, Benjamin McAdam, Winston Li, Kathryn Jannes, Gurjot Singh. (‘General Committee Members’). |
| **Valid apologies (0):** N/A |
| **Invalid apologies (0):** N/A |
| **Not present without notice (0)**: N/A |

|  |
| --- |
| **Notice** |
| In accordance with clause 34 of the Constitution, notice of this meeting was circulated before the Executive Meeting, following consultation with the President. An agenda and related documents for this Executive Meeting were circulated on 28 December 2021 |

|  |
| --- |
| **Quorum** |
| In accordance with clause 22(2) of the Constitution, there being at least half of the current Executive plus one in attendance, quorum was present at the time the meeting opened. |

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

**Agenda Items**

|  |
| --- |
| **Item: Procedural Matters** |
| **Presented by** | Chelsea Chieng  |
| **Discussion** | * Meeting opened 6:00 pm
* Acknowledgement of Country
* Chelsea welcomed everyone to the second committee meeting of the year
 |

|  |
| --- |
| **Item: President Update** |
| **Presented by** | Chelsea Chieng  |
| **Discussion** | Welcome International Students Event:* The grant has been approved for this event. Chelsea is glad to announce that the event has reached full capacity. The goal of this event is to keep it intimate and focus on the International Students so Committee members can pop by and say hello however we will keep it as intimate as possible. Food has been ordered, catering wraps and fruit from Soul Origin. Coffee’s will also be supplied by Michelle (St Raph’s).

Clerkship Scheme: * Chelsea ran through the list of firms that have confirmed participation in the Clerkship Program which can be found in her report. Since writing the report, Denton’s has confirmed.
* Chelsea has also contacted 10 other firms that do not normally participate, however, there is no harm in reaching out.
* If you have any questions about the program please ask Chelsea. The dates correlate with the mid-year break. The dates can be found in her report.

Graduate Outcome Survey: * This survey was circulated by Chelsea via email to students in week3. Social media promotion has also been undertaken. There has been 20 responses thus far. Hopefully there will be more in Semester 2 once more students have graduated.
* For those students who unaware of this survey, Chelsea has been working with Paul Babie and the Dean to gain a data base for information from graduates.
* The z is wanting to see what students are doing post-graduate.
* The survey is open all year so once students graduate they can answer questions. Chelsea urged Committee members to spread the word and complete the survey once hey graduate.

Improving Ticketing at events:* Chelsea explained that the way we currently run ticketing is at the discretion of each portfolio as to what information they get. However the executive have decided that it is now mandatory to get more information so we can manage who attends our events.
* Tony asked whether we can get information regarding students year levels. Chelsea said certainly – this is especially important for education portfolio so encouraged them to do so.

General update:* Chelsea thanked everyone for their work over the past few weeks acknowledging that it has been a hectic few weeks with COVID.
* Lastly, Chelsea will be attending another Law School Board Meeting and if there is anything students want her to raise to let her know either now or are free to send her a message.
 |
| **Moved** | Bryan |
| **Carried** | Lucas |

|  |
| --- |
| **Item: Vice-President Update** |
| **Presented by** | Bella Mickan  |
| **Discussion** | General:* Bella welcomed everyone to the meeting and noted that Zoom will only be available herein if you are a close contact or if you have COVID. However, if you have COVID this is a valid apology so there is no need to attend provided you provided her with the relevant documentation. She also mentioned that food will always be provided at meetings as a thank you for all your hard work and for staying back late.

Law School Local: * So far, there have been 3 day worth of sales for Law School Local cards. She thanked the volunteers for helping out. We have sold around 50 cards thus far, however, considering the mass increase of COVID cases and the close contact rules, this is to be expected. Excitingly, we sold a lot of merch whilst the stall was up, however, we still have a lot left so please sell as much as you can.
* Bella has posted instructions on the Facebook page and asked the Committee to please familiarise themselves with the process as we will be selling these for the entire year. Please note that you must ask for proof of enrolment because this card is for law students only. Please also remember to fill out the excel spreadsheet because we need to keep track of membership, especially as some venues ask for updated lists.
* The website is fully updated with all venues and there have been several Instagram and Facebook posts to promote this.
* Bella thanked Annie and Thu for their graphic design skills and for being so on top of promotion.
* Bella urged the Committee to hype this card up as much as possible because of the profit we can make from this and also because this is an important revenue making program that helps support the other portfolios who do not make money.

Merchandise:* The Executive Committee made a decision at the last Executive Meeting that the AULSS would change suppliers for merchandise this year. The new supplier is Nelson’s Teamwear. This provides a range of benefits for students and the Committee, especially when it comes to affordability. Bella referred to her report for a full list of benefits.
* Bella showed the Committee how purchasing of merch would be done this year through the Nelson’s Teamwear portal.
* Positive feedback was received by the general Committee regarding the ease of using the Portal.
* Bella will be expanding the colour range of the merchandise this year, going beyond the standard AULSS colours (being blue and neutrals). The Executive decided in the last meeting that this would not go against the branding policy of the AULSS.
* The design of the t-shirt has been changed thanks to Annie’s design. This will increase consistency across the brand.
* Bella noted there will be some costs associated with moving suppliers, which have been run by Aryan, however it will be worth it in the long run.
* Bella called for questions and comments regarding this decision. The Committee had none and were all on board to move suppliers.
 |
| **Moved** | Katia |
| **Carried** | Aryan |

|  |
| --- |
| **Item: Treasurer Update** |
| **Presented by** | Aryan Banerjee |
| **Discussion** | General update: * Aryan referred to his report.
* Aryan made special mention that sponsorship thus far has earnt $37,000 from a range of packaged deals within the sponsorship prospectus. He noted that this year, law ball will unlikely make a profit due to affordability for students and the increase in prices across a range of factors.

Attendance at sponsored events:* Aryan urged the Committee to attend and register the Trivarsity Fair as we receive a certain cut from every students attendance. Attendance is required and a valid apology will be needed if you cannot attend. Aryan will be paying close attendance and recording student attendance for any sponsored events. Being part of the Committee comes with the responsibility of supporting the entire running of the Committee, so please help our all the other portfolios and attend sponsored events.

POS Machine:* POS Machine: last week there was a conflict regarding use of the POS Machine in that 2 portfolios needed it at the same time. The Executive floated around with the idea of buying another POS, however, cost-benefit analysis showed that it would be too expensive for the off chance too portfolios are needing it at the same time. Instead, Aryan will be making a roster to ensure this problem does not arise again. If you are using the POS machine, you must record this in the Excel Sheet.

Law School Local: * A student suggested to the AULSS that we consider putting Law School Local in the Apple Wallet. Aryan considers this a great idea which will increase the sales of LSL and also make it easier for students to access. He will undertake some research regarding this and keep the Committee updated.
 |
| **Moved** | Kush |
| **Carried** | Ikwhan |

|  |
| --- |
| **Item: Social Justice Update** |
| **Presented by** | Zachary Carter |
| **Discussion** | Ice-cream Fundraiser: * Last week, the Social Justice portfolio held a fundraiser to raise money for Walk for Justice. They raised $375 which was much more than expected. The sold more than anticipated with Zach having to run to close twice to get more supplies. Zach thanked everyone for helping out and for purchasing the ice-cream as the funds go to a great cause.

 Sub-Committee* The Executive Committee decided that the Social Justice Committee would expand the portfolio by having a Sub-Committee for fundraisers – particular for Walk for Justice. As Zach mentioned last meeting, this was done a few years ago and worked well.
* Zach received great applications (8) and the Sub-Committee has officially been formed. The more hands on board to raise money the better.

Article: * This Friday, the first article will be released by the AULSS. Thank you to Paige for writing this, it is an amazing article regarding the impact of climate change on developing States.

LSS Sports: * Zach provided an update regarding LSS sports and let the Committee know that the portfolio is still in discussions about how to best do this. They are thinking about how to reinvigorate sports so that there is less commitment for students. As law students are very busy, a weekly sports can be a lot to commit too. This is evidenced by the lack of numbers for registration in previous years. Zach asked the Committee whether they had any other ideas and to message him if they do.

Outlaws: * Friday this week, SJ is holding its first outlaws meeting. This will be held at Union House, Rainbow room from 4-6pm.
* Zach thanked Magenta for all her hard work she has undertaken for the Outlaws Program.

Aboriginal Law Student Mentoring Program: * Zach attend the opening party for the Aboriginal Law Student Mentoring Program. He discussed how the AULSS can contribute to this program and what more we can do for Aboriginal students at the University. Zach will keep the Committee updated as to the progress of this initiative.
 |
| **Moved** | Chelsea |
| **Carried** | Celena |

|  |
| --- |
| **Item: Education Update** |
| **Presented by** | Bryan Lau |
| **Discussion** | First year drinks: * Last week, the AULSS held first-year drinks for first year students. The event was a great success, thanking his portfolio for their hard work and thanking the Executive for attending the event, and Annie for her photography throughout the night.

First year elections: * Bryan formally welcomed Kathryn and Gurtoj to the team and to their first Committee Meeting. The election had 24 candidates with 1 application having to be rejected. Bryan referred to his report as to the reasons for rejection.

First year Q and A:* Last week, the education portfolio held this event. Despite a lot of registrations only three students attended. Bryan however said that he would rather help three students than none at all.
* Although the attendance wasn’t that high, it was much more intimate and speakers could be very candid with students.

Upcoming events:* This Wednesday, the portfolio is holding a Problem Question and Short Answer Seminar running in conjunction with the Competitions Portfolio. Celena will be going through IRAC with students. The Dean approved the use of HD examples throughout the seminar. He thanked the Dean for his support during this seminar. The seminar will not be recorded however this is something to consider next year.
 |
| **Moved** | Felix |
| **Carried** | Amy |

|  |
| --- |
| **Item: Competitions Update** |
| **Presented by** | Celena Le |
| **Discussion** | General update across all Competitions:* Celena referred to her report for all the dates of upcoming competitions.
* Celena thanked her reps for all their hard work and thanked volunteers for their time. She acknowledged how hard this year has been due to the increase in COVID cases which has meant a lot of last minute running around finding new judges. Nearly every single judge in Preliminary Round 1 had to cancel due to COVID.
* Celena is glad to announce that Open Moot grad finals has secured Supreme Court judges. Excitingly, this year the finals will be held in the Supreme Court. This gives students the opportunity to appear in front of the Full Bench which is an invaluable experience. Celena referred to her report for a full list of acknowledgement and thanks to the various judges who have volunteered their time to help.
* Celena reminded Committee members that the competitions portfolio needs the office from 6pm on nights that Competitions are occurring. Please exit the office as it is very important the office looks professional and the more people enter in and out the messier the office gets. It needs to be tidy throughout the night so competitions can run as smoothly as possible.
* Celena lastly urged Committee members to volunteer. Volunteers are the back bone of competitions and without them, competitions would not occur. It is a great experience to learn about competitions without the stress of competing and is a generally fun time.
 |
| **Moved** | Zeyang |
| **Carried** | Patricia |

|  |
| --- |
| **Item: Communications Update** |
| **Presented by** | Annie Zhang |
| **Discussion** | Committee Photos; * Committee photos are almost done only needing a few Committee members to organise a time for theirs to be taken. Annie is gradually introducing the team on social media using these photos.
* Annie will also be updating the website with the Committee photos and each member will have their photo, name and position uploaded.

Social Media: * Annie acknowledged that a lot of posts have recently been updated across all platforms, however it is important that Committee members like these posts and even better, love heart react them. There have only been about 10 likes on some posts. We need a high level of engagements so a friendly reminder that we all need to do our part and react to the posts.
* Recent posts include Pro Vino, Social Justice Out-Laws and various other posts about Trivarsity fair. Annie urged to please go like them.

Hilarian: * Annie thanked the Hilarian editors as they have been working hard on Issue 1. This will hopefully be dropped in week 6. Annie called for submissions.
* The Hilarian editors have reached out to Bowden and are in communications about putting the article together for publication.
* Kush updated the Committee that they are in the midst of editing drafts, again calling for submissions. The team has decided to have a launch party for Issue 1. Kush posted a second Liggy Confession today and urged students to keep up to date and go give it a like.

Thu: * Thu gave a brief update saying the website is in the midst of being updated so if Committee members need or notice any updates required for the website to reach out to her and she can do action this.
 |
| **Moved** | Bryan |
| **Carried** | Catherine |

|  |
| --- |
| **Item: Careers Update** |
| **Presented by** | Anthony Luppino |
| **Discussion** | Reflection: * Anthony thanked everyone for their attendance at the qualifying as a solicitors in the UK event that took place over Microsoft Teams. This was a great event and was very insightful. There was high engagement with much attendance and many questions being asked by students. This is hopefully an event that will take place in years to come.
* Anthony also thanked everyone for their attendance at How to Network which was another huge success, making special thanks to Fiona Brammy from Careers Services who provided great insight on the topic.

Trivarsity: * This Thursday the Trivarsity Fair will be taking place at the Convention Centre from 11-2. Anthony urged Committee members to register and attend due to the reasons set out in his report and mentioned by Aryan earlier in the meeting.
* In previous years, the AULSS has receive $15-$20 for student attendance making attendance and registration even more important. The money we receive will go towards the Careers Clerkship Guide which is in the process of finalising. There are a few last minute editions from firms, however, everything else is running to date.
* Anthony was glad to announce that thus far 170 registrations were from Adelaide University.
* Anthony referred to his report for a full list of venues that have been confirmed for the event

How to Interview: * This event is being held on 27 April 2022 and includes a short presentation followed by practical mock interviews. This event was first held last year and is being continued this year. Anthony is hoping to get around 5 firms involved so that all students can have a good amount of time to practice their interviewing skills.

Careers and Clerkship Guide Launch Party* Anthony is in the process of finalising the guide and is well on track to meet deadlines. He is looking at printing 110-120 copies with Bowden Printing.
* The team is currently floating around with ideas for venues and called for suggestions from the Committee. It will hopefully be held on Level 5 of Ligertwood or Bonython Hall.
* A Facebook page will be created once the event details are finalised.

Jobs Board* The Board is being updated every 2-3 weeks. Anthony thanked Thu and his team for their hard work and assistance as this requires constant work and updating.
 |
| **Moved** | Sofia |
| **Carried** | Lucas |

|  |
| --- |
| **Item: Activities Update** |
| **Presented by** | Catherine Chour  |
| **Discussion** | Pro Vino* Catherine reminded the Committee that Pro Vino will be taking place this Saturday. We will be departing from Victoria Square at 9:30 am.
* Thus far, 76 tickets have been sold and the event will now be capped at 20. Catherine urged the Committee to come if they can and also to invite their friends and tag them on social media.

Pub Crawl* Catherine also reminded the Committee that Pub Crawl will be taking place in the mid semester break. Tickets will be released at 7:00pm tonight reminding Committee members to purchase them after the meeting.
* 300 t-shirts have been purchased meaning 300 students can attend across all universities. The profits will then be split depending on the numbers from each uni.
* Catherine thanked Georgia for organising this event.

End of Exam Party* Katia will be organising end of exams party and referred to her report for the dates and details for this event thus far.

Law Ball* Catherine was excited to announce that 1,000 tickets have now been sold for Law Ball.
* Catherine called for any venues that would be willing to provide the AULSS with law ball awards. Catherine also made the Committee aware that she is in the midst of making a law ball roster for wrist-banding.
* Catherine recognised all the hard work Ruby has been putting into their portfolio in regards to communications across every event.
* Chelsea explained further how the wrist-banding works at law ball. She stated that the reason for getting early access to Law Ball tickets is in recognition for the fact the Committee needs to wrist-band throughout the night. Committee members are required to wrist band for 30 minutes on the night and the time slot in which you are allocated to is dependent on what year you are — final year levels take priority — a system which has occurred every year. Without this, Law Ball simply would not be able to run, she thanked everyone for their commitment to wrist-banding throughout the night.
 |
| **Moved** | Lucas |
| **Carried** | Zeyang |

