



Adelaide University Law Students' Society Incorporated (AULSS)

AGENDA

Committee Meeting 1

to be held at 6:00pm on Monday 4 March 2024 in Ligertwood Room 501

1	<i>Meeting Open</i>	PP
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2	<i>Acknowledgement of Country</i>	PP
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We acknowledge and pay our respects to the Kaurna people, the traditional custodians whose ancestral lands we gather on. We acknowledge the deep feelings of attachment and relationship of the Kaurna people to country and we respect and value their past, present and ongoing connection to the land and cultural beliefs.

3	<i>Attendance</i>	PP
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4	<i>Apologies</i>	PP
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5	<i>Approval of Minutes of Previous Meeting</i>	PP
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Motion:

That the signed minutes for Committee Meeting 8 dated 9 October 2023 be approved as a true and accurate record.

6	President Report	PP
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7	Vice-President Report	LS
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8	Treasurer Report	SM
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9	Director of Activities Report	CH
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10	Director of Careers Report	AT
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11	Director of Communications Report	RS
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12	Director of Competitions Report	PP
13	Director of Education Report	TT
14	Director of Social Justice and Equity Report	HM
15	Other Business	PP
16	<i>Meeting Close</i>	PP

EXECUTIVE REPORTS

PRESIDENT REPORT

DATE	27 February 2024
WRITTEN BY	Patricia Papathanasopoulos
REPORT SUMMARY	<ol style="list-style-type: none">1. Welcome2. What's happened so far<ol style="list-style-type: none">a. Advocacyb. Blueprint dayc. Expansion of the Committee under clause 18(5)d. Publication: Committee Guidee. O'Weekf. Co-option of Committee members3. What's coming up<ol style="list-style-type: none">a. Student Staff Liaison committeeb. LPEACc. JBANd. Tri-Society Collaboration: Blood Drivee. Uniform Clerkship Schemef. ALSA Conference and Competitionsg. Submission to 2024 Review of Harassment in the South Australian Legal Profession.
UPCOMING EVENTS	<ol style="list-style-type: none">1. Subcommittee for Submission to 2024 Review of Harassment in the South Australian Legal Profession<ul style="list-style-type: none">● Date: TBC● Time: TBC● Location: TBC2. Uniform Clerkship Scheme<ul style="list-style-type: none">● Due date for firm participation: Friday 5 April, 5pm● Applications open: Monday 1 July, 9am● Applications close: Friday 26 July, 5pm● Firm interviews commence: Monday 5 August● Offers made by firms: Monday 9 September, 9am● Offers accepted by firms: Thursday 12 September, 11am
PORTFOLIO ACTIVITIES	<ol style="list-style-type: none">1. Welcome<p>Welcome to the 2024 term!</p><ul style="list-style-type: none">● So excited to have everyone on board and to see what you all achieve.● Hope you are all settling in nicely.2. What's happened so far<p><u>Advocacy</u></p><ul style="list-style-type: none">● Ligertwood building front desk<ul style="list-style-type: none">○ We advocated against the removal of the front desk in 2022.

- I have asked for the front desk to be reimplemented.
- Having someone there just makes all the difference.
- ALSA funding
 - Heavily politicised in past years.
- All-student emailing
 - We have been spamming students in the past as the law school and AULSS have both been sending multiple emails in one day.
 - The law school will be forwarding us the information and the AULSS Directors will disseminate it, ideally Ruby via the new AULSS newsletter.

Blueprint day

- Lots and lots of planning by the Executive.
- Shout out to Leah who has been a mVP (pun intended haha) in getting schedules documented.

Expansion of the Committee under clause 18(5)

- Activities Representatives
- Competitions Directors
 - Approved by the Executive 5:1
- Careers Representatives
- SJE Representatives

Publication: Committee Introduction Guide

- Circulated prior to the meeting.
- Designed by Ruby (a massive thank you to Ruby, who has been extremely busy preparing the key publications to go out!!).
- Your go to guide for Committee operations, key terms and any other information you may need to know.
- I thank Felix Eldridge (2023 Vice-President) for beginning this initiative and providing a foundational document to which we have added content.

Uniform Clerkship Scheme

- Expanded to include public clerkships.
- We are excluding unpaid clerkships.
- Participating clerkship providers include:
 1. MinterEllison
 2. Norman Waterhouse
 3. LynchMyer
 4. Crown Solicitors Office
 5. Kain Lawyers
 6. Thomson Geer
 7. WRP Legal and Advisory
 8. Dentons

O-Week

- Tammy, Leah, Angus and I gave a talk to first year students at the orientation lecture, introducing the AULSS.
 - It went so well!
 - Thank you to Tammy, Leah and Angus for coming out.
 - We got almost 100 followers on Instagram as a result.

- Thank you to Ruby for handling the advertising.
- We had a meet and greet afterwards and had ice cream and spoke to the first years.
 - Thank you to Harry, Franco, Sahar, Tammy, Leah and Angus for coming to the meet and greet, speaking to the first years and making them feel welcome.
- O-Week Stall
 - A bit of a flop.
 - This was because the law orientation session was the previous day, so students were not on campus.
 - We spoke to several people who were maths students, Flinders students and engineering students, but you must be a law student at Adelaide University to become an AULSS member, so this was not useful.
 - Thank you to Leah, Banen, Rosana, Oshana, Grace, Caden, Charlie and Angus for their help running the stall!

Co-Option of Committee members

- The total number of students interested in joining the Committee has marginally increased so far, which is exciting to see.
- A common thread across applications is a desire for community, the importance of maintaining mental health and a desire to give back to the student body. Please keep this in mind in your roles. It is the role of the AULSS to contribute to this culture and to make life at law school enjoyable. It is a vital aspect of the student experience.
- Unlike in previous years, we are co-opting a majority of our committee, but I consider this a good thing!
- Congratulations to the following people who were co-opted into their roles:

Round 0

- Director of Activities: Charlie Hayes
- Director of Education: Tammy Tran
- Director of Social Justice and Equity: Hamish McNamara

Round 1

- Activities Representatives: Gabriella Loy, Isabella Virgara, Lily Hams
- Communications Representatives: Rosana Marshall, Banen Ahmady
- Competitions Representatives: Samuel Rees, Aurelia Annabel Nguyen
- Education Representatives: Grace Dodson, Sahar Firas Al-Dulaimi
- First Nations Representative: Nathaniel Keeler
- Mature Age Representative: Franco Josephath
- Social Justice and Equity Representatives: Kasia Maria Sparrow Sinclair, Angela Carlise
- Sponsorship Representative: Sarah De-Gennaro
- Queer Representative: Kanella Mihalopoulos

Round 2

- Directors of Competitions: Cate Lipsham, Katie Cooper
- Director of Careers: Angus Thompson
- Activities Representative: Olivia Bolton
- Communication Representatives: Indi Pedler, Jinger Caisip
- Careers Representatives: Caden Yau, Edward Swinden, Oshana Andraweera
- Competitions Representatives: Cedric Mends, Madeline Allchurch
- IT Representative: Clive Brender

Round 3

- Careers Representatives: Pari Nehvi, Joy Heng
- Competitions Representatives: Lauren O'Callaghan, Lakshita Kamat, Rosa Maru, Sahana Kaushik
- Social Justice and Equity Representatives: Isabella Salandra, Elina Sheeba Jose

3. What's coming up

Student Staff Liaison Committee

- Formerly named the Respectful Ligertwood Committee.
- The application process has changed from staff nomination to a written application.
- The Committee is in charge of improving culture of the law school and reviewing anything course-wise we can improve.
- I have already raised the lack of practical assignments in our law degree.

Legal Practitioners Education and Advocacy Council (LPEAC)

- Our turn to sit on LPEAC.
- Each year, LPEAC nominates a student representative to sit on the Council to provide a student perspective.
- The role rotates every year, with a student from a Law Student Society each year.
- The instructions are to represent 'all law students' in discussions regarding the accreditation requirements of law degrees of SA.
- My understanding is that there is less opportunity for advocacy than I initially expected but there is good opportunity to provide a student perspective about what we're not feeling prepared for in practice.

JBAN Mentorship program

- We work with the Alumni Relations Committee to run the JBAN mentorship program.

Tri-Society Collaborations

- Blood Drive

Uniform Clerkship Scheme

- A collection of clerkship programs run by a set of uniform dates for ease of applying.
- Run by me and the other SA universities.

ALSA Conference and Competitions

	<ul style="list-style-type: none"> • ALSA exists with the purpose of bringing law students together and to facilitate our national competitions. • I have already met with the Presidents of a couple of other societies to discuss our general experiences on law societies. • I have attended their AGM and they seem to have some good plans for this year. <p><u>Submission to 2024 Review of Harassment in the South Australian Legal Profession</u></p> <p><u>CONTENT WARNING: SEXUAL HARRASSMENT</u></p> <ul style="list-style-type: none"> • Run by the Equal Opportunity Commissioner on behalf of the Attorney General. • Important work to make a difference. That is what the AULSS is all about. • I will establish a sub-committee to write our submission. • This meeting isn't an appropriate forum to discuss experiences of sexual harassment, bullying and discrimination. However, if you are comfortable, please do not hesitate to reach out to me or join the sub-committee. • Submissions are due by 5pm Friday 29 March 2024.
DISCUSSION POINTS	<ul style="list-style-type: none"> • What has been good about your law school experience? • What has not been good about your experience? • Between AULSS, LPEAC and my external capacities on other boards and committees, I'm sure there is some opportunity for me to advocate for change. Everything is on the table.
MOTIONS	<ul style="list-style-type: none"> • N/A
ACTION ITEMS	<ul style="list-style-type: none"> • N/A
OTHER BUSINESS	<ul style="list-style-type: none"> • N/A
APPENDIX	<ol style="list-style-type: none"> 1. President budget 2. Reasons for co-option 3. Letter to Ms Papathanasopoulos from Commissioner for Equal Opportunity 4. Uniform Clerkship Scheme dates

APPENDIX 1: PRESIDENT BUDGET

President's Budget			
Income Items			
Expense Items			
Product	Projected Cost	Actual Cost	Notes
Oweek Stall Registration	\$ 50.00	\$ 50.00	includes semester 1 and semester 2

APPENDIX 2: REASONS FOR CO-OPTION

Co-option	Position	Reasons for Selection
Round 0	Director of Activities	The successful applicant presented a strong submission with tangible goals and presented awareness of the challenges facing the portfolio and ideas regarding how to address them. Consideration to the Applicant's prior experience on the Portfolio as Law Ball presented a notable time priority for the portfolio, giving applicants with less experience a steep learning curve, little time for planning the other events and for on-boarding.
	Director of Education	The successful application was enthusiastic and well written, had previous committee experience, and having acted as a First Year Representative in 2023 will be able to provide guidance to first year students commencing in 2024 as they recently were in the position of the student group they are in charge of welcoming.
	Director of Social Justice and Equity	The successful applicant had previous experience and success in the role. They outlined their clear passion for the substance of the role and presented a clear direction for the 2024 portfolio.
Round 1	Activities Representatives	Successful applications were extremely passionate and highlighted the importance of community in maintaining good mental health. Applicants proposed events which were realistic and well thought out, and demonstrated they were sociable and had good communication skills. Applicants with experience organising events were considered favourably and the executive very much preferred ideas on improving campus culture. Although uncontested positions, the applicants presented good ideas and enthusiasm to be involved. The best applicants outlined their experience well and linked it to how they can succeed in the role and to the reasons they were passionate about the value the role provided to the AULSS.
	Communication Representatives	
	Competitions Representatives	
	Education Representatives	
	First Nations Representative	
	Mature Age Representative	
	Social Justice and Equity Representatives	This was cause for much discussion in the Executive, as the applicants presented passionate and well written applications.

		The applicants were chosen due to their strong level of experience in running analogous events and the strength of their passion for the work of the portfolio.
	Sponsorship Representative	The successful application was the sole applicant for this position. However, they demonstrated strong and professional communication skills.
	Queer Representative	Both applicants wrote passionately about their experiences and the reasons they wished to serve as Queer Representative. They presented extremely good ideas and clearly wanted to make a difference in the role. The deciding factor was the successful applicant's experience in the role before.
Round 2	Director of Careers	The successful applicant was passionate about helping students and the AULSS, and clearly had transferable skills through competitions and their job as a law clerk to be able to excel in the role.
	Directors of Competitions	The successful applicants highlighted the passion they have for competitions and the value they received from their involvement in competitions. They successfully identified the successes and the challenges the competitions portfolio faced and outlined well-researched methods to improve it. They have won every format of competition the AULSS offers except Mooting (experience for which is already prevalent in the portfolio at a representative level), equipping them with the skills, experience, and legitimacy to judge where needed and to teach competitors how to succeed in the competition.
	Activities Representatives	The successful applicant outlined enthusiasm for the role, a strong understanding of what the role entailed, and outlined applicable skills which suggested they would do well in the role.
	Communications Representatives	The successful applicants were concise and outlined their relevant skills for the role.
	Careers Representatives	Although uncontested positions, the applicants presented good ideas and enthusiasm to be involved. The best applicants outlined their experience well and linked it to how they can succeed in the role and to the reasons they were passionate about the value the role provided to the AULSS.
	Competitions Representative	
	IT Representative	
Round 3	Careers Representatives	The successful applicants showed their positive personality and seemed to genuinely enthusiastic to do well in their position. Of all of the applicants, the applicants showed applicable skills and strong communication.
	Competitions Representative	Although uncontested positions, the applicants presented good ideas and enthusiasm to be involved. The best applicants outlined their experience well and linked it to how they can succeed in the role and to the reasons they were passionate about the value the role provided to the AULSS.
	Social Justice and Equity Representatives	The successful applicants showed great enthusiasm and very applicable skills. They had a clear vision and appeared to be genuine in their approach.

APPENDIX 3 – LETTER TO MS PAPATHANASOPOULOS FROM COMMISSIONER FOR EQUAL OPPORTUNITY

OFFICIAL

14 February 2024



Government of South Australia
Equal Opportunity SA

Ms Patricia Papathanasopoulos
President
Adelaide University Law Students' Society
Adelaide Law School
University of Adelaide
ADELAIDE SA 5005

Via email: president@aulss.org

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Adelaide SA 5000

GPO Box 464
Adelaide SA

Tel 08 7322 7070
Country Callers 1800 188 163

Equal@sa.gov.au
www.equalopportunity.sa.gov.au

Dear Ms Papathanasopoulos,

2024 Review of Harassment in the Legal Profession (SA)

As you may know, South Australia's Attorney-General, the Hon Kyam Maher MLC, has announced the commencement of the 2024 Review of Harassment in the South Australian Legal Profession which will be undertaken by my office.

About the review

The review follows the 2021 review undertaken by then-Acting Commissioner for Equal Opportunity, Steph Halliday, who found that sexual harassment, bullying, and discrimination were prevalent in the legal sector, and made 16 recommendations to improve organisational and workplace culture.

Her final recommendation was:

"That the Attorney-General commit to commissioning a further review into the effectiveness of the laws, policies, structures and complaint mechanisms relating to harassment, including sexual harassment, in the South Australian legal profession within three years of the publication of this Report."

The 2021 report and recommendations can be found on the [Equal Opportunity SA website](#).

Request for submissions

I invite you to make a submission to this review outlining what the Adelaide University Law Students' Society has done in response to the recommendations made in 2021.

You may also wish to provide details of any initiative commenced to address bullying, discrimination, or harassment including an update of initiatives that existed *before* 2021.

Submissions can be lodged electronically by email to LegalReview@sa.gov.au and are due by **5pm Friday 29 March 2024**.

OFFICIAL

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Survey

In order to maximise participation in the review, a survey is available for anyone who works in the legal sector. The anonymous and confidential survey can be accessed [online](#) or via the Equal Opportunity SA website and is mobile phone friendly.

The survey will collect responses about the effectiveness or otherwise of the implementation of recommendations in the 2021 report. It will also enable survey respondents to describe any harassment they may have experienced in the last three years.

Consistent with the 2021 review, I anticipate that the survey results will greatly assist in measuring the nature and prevalence of harassment in the profession, and the impact of any initiatives to prevent it.

Publication

All survey responses and submissions will be carefully considered together with current literature and relevant data, as occurred in the 2021 review. I expect to provide a final report to the Attorney-General by 30 June this year.

Submissions may be included in the final report either in part or in full. Personal contact information will be redacted if this occurs.

Any submissions or parts of submissions that you believe should not be published in the report should be clearly marked and reasons outlined.

Supporting the 2024 review

It is important that progress since the 2021 report be measured.

You can support the 2024 review by promoting it across your networks and encouraging your staff to complete the anonymous survey. Suggested content you may wish to use in newsletters and social media can be found on the Equal Opportunity SA [website](#).

Should you have any enquiries about this letter or the review, please contact the Review Team by email LegalReview@sa.gov.au or telephone (08) 7322 7070.

Yours sincerely



JODEEN CARNEY
Commissioner for Equal Opportunity



Uniform Clerkship Scheme

KEY DATES 2024

- **Due date for firm participation: Friday 5 April at 5.00pm.**
- **Applications Open: Monday 1 July, 9am**
- **Applications Close: Friday 26 July, 5pm**
- **Firm Interviews Commence: Monday 5 August**
- **Offers Made by Firms: Monday 9 September, 9am**
- **Offers Accepted by Firms: Thursday 12 September, 11am**

VICE-PRESIDENT REPORT

DATE	29 February 2024
WRITTEN BY	Leah Schlein
REPORT SUMMARY	<ol style="list-style-type: none"> 1. Welcome and introduction 2. Committee and General meetings 3. Event Schedule 4. O'Week <ol style="list-style-type: none"> a. Meet and Greet b. O'Week stall 5. AULSS office 6. Volunteering Recognition Policy 7. Merchandise 8. Ideas, feedback and suggestions
UPCOMING EVENTS	<ol style="list-style-type: none"> 1. Merchandise sales open Date: TBC (likely Week 3)
PORTFOLIO ACTIVITIES	<ol style="list-style-type: none"> 1. Welcome and introduction <ul style="list-style-type: none"> • Congratulations on your appointment to the 2024 AULSS Committee. Thank you for volunteering and contributing to AULSS's efforts to support law students at Adelaide Law School through various events and initiatives. • The Vice-President is responsible for governance and administration matters. This includes ensuring we operate in compliance with the AULSS Constitution. • Meeting related emails are a requirement under the Constitution so you'll receive a number of those from me throughout the year. 2. Committee and General meetings <ul style="list-style-type: none"> • A schedule of Committee and General meetings is available on the AULSS office wall, the AULSS website and has been emailed to the Committee and all law students. • Thank you to Clive for his fast turnaround of updating the Meetings page on the AULSS website. • There are five Committee meetings this year and two General meetings. There are three less meetings this year than in 2023. • If you are unable to attend a meeting, please submit your apology to me via vp@aulss.org. Division 4.2 of the AULSS Constitution provides information about meeting apologies and what happens if you fail to attend meetings without a valid apology. • Please register your attendance on the attendance sheet at each Committee and General meeting. 3. Event Schedule <ul style="list-style-type: none"> • A provisional schedule of 2024 events has been developed. It will be made available in the next couple of weeks. We acknowledge these events, dates and times may change, but it's a great start.

4. O'Week

Meet and Greet (Monday 19 February, 4-5pm)

- An enthusiastic group of first year law students joined us in the Ligertwood foyer for ice creams, fruit platters, baked goods and juice immediately after the first year orientation lecture.
- Many academics and some members of the AULSS were in attendance to welcome our new students to law school.
- Thank you to Sahar, Franco, Harry, Tammy, Patricia and Angus for representing the AULSS.
- A very big thank you to Sahar for her extraordinary effort in preparing the food platters. The table presentation was incredible. Also a big thank you to Franco for his assistance and to both Sahar and Franco for staying after the event to clean up.
- Overall this was a very successful event.

O'Week Clubsland Stall (Tuesday 20 February, 11am-3pm)

- Held on the Maths Lawns.
- Less students visited the AULSS stall than in 2023 due to the orientation lecture being scheduled the previous day, but the stall looked fantastic and our AULSS Representatives were friendly, welcoming and helpful.
- Thank you to Caden, Oshana, Charlie, Grace, Rosana, Banen, Patricia and Angus for volunteering their time on the stall and/or helping set up/pack down. It was much appreciated.
- Sadly we made no merchandise sales on the day.



5. AULSS Office

- Committee members have office access via their student ID cards. Please check your card works and contact Patricia if it doesn't.
- We have an open door policy. When a Committee member is in the office, the door should be open and all law students are welcome.
- Please remind any law student you speak to that they are welcome to use the office facilities including the desk, fridge, microwave,

	<p>couch and tea/coffee facilities (BYO reusable cup or purchase an AULSS Keep Cup for \$15).</p> <ul style="list-style-type: none"> • The only exception to the open door policy is when the Competitions portfolio is hosting Competitions. • Please ensure the door is locked when you leave. <p>6. Volunteering Recognition Policy</p> <ul style="list-style-type: none"> • This policy is available on the AULSS website. • If you volunteer for 20 or more hours for events or initiatives outside of your portfolio, you may be eligible for a \$20 reimbursement at the end of the year. • I recommend you start keeping a record of your volunteer hours. • Portfolio Directors must validate these hours. <p>7. Merchandise</p> <ul style="list-style-type: none"> • There will be a new logo design and merch styles this semester. <ul style="list-style-type: none"> ○ We are again offering our much loved crew necks and hoodies. ○ We are introducing quarter zip jumpers, as requested by several students in 2023. • Nelson Teamwear is our merchandise supplier. This is our third year working with them. Our two previous Vice-Presidents (Bella Mikan and Felix Eldridge) recommended we continue to use them. They have been great to deal with. • Please contact me if you have an idea for our merchandise range. • There are still merch orders from 2022 and 2023 that have not been collected. Our previous Vice-President (Felix Eldridge) made multiple attempts to contact these students. I will make further attempts, informing them of a deadline for collection, at which point the merchandise will be re-sold or donated. • Merchandise should not be sold to non-law students. It may be sold to former law students and current/former law faculty. • If anyone contacts to you to collect merchandise, it is located in the AULSS storage room. Please let me know which order was collected or if you need assistance. <p>8. Ideas, feedback and suggestions</p> <ul style="list-style-type: none"> • I'm keen to hear how you think we can do things differently and improve our student society. Please don't hesitate to get in touch.
DISCUSSION POINTS	<ul style="list-style-type: none"> • N/A
MOTIONS	<ul style="list-style-type: none"> • N/A
ACTION ITEMS	<ul style="list-style-type: none"> • N/A
OTHER BUSINESS	<ul style="list-style-type: none"> • N/A
APPENDIX	<ol style="list-style-type: none"> 1. Vice-President Budget

APPENDIX 1: VICE-PRESIDENT BUDGET

VICE-PRESIDENT BUDGET				
Income				
Items	Budgeted	Quantity	Actual	Notes
Total Income	\$0.00		\$0.00	
Budget v Actual	\$0.00			
Expenditure				
Items	Budgeted	Quantity	Actual	Notes
Officeworks: Print/Laminate meeting schedule for AULSS office wall		1	\$5.90	
Catering: New Committee Member Information Night	\$0.00	1	\$273.50	
Catering: O'Week First Year Meet and Greet		1	\$299.49	Shared expense with ALS; invoice to be issued
Officeworks: Cartridge for AULSS office printer/printing of flyers		1	\$158.00	Included \$10 for printing of Education portfolio flyers
AULSS office tea, coffee pods and milk			\$34.53	
Total Expenditure	\$0.00		\$771.42	
Budget v Actual	-\$771.42			

TREASURER REPORT

DATE	27 February 2024
WRITTEN BY	Salma Mansurwala
REPORT SUMMARY	<p><u>Treasury</u></p> <ol style="list-style-type: none"> 1. Prospectus 2. Endowment Fund 3. Annual Budget 4. AULSS Financial Policy/Section 65 AULSS Constitution 5. Reimbursements/Payments Form <p><u>Sponsorship</u></p> <ol style="list-style-type: none"> 1. Current sponsors 2. Law School Local
UPCOMING EVENTS	<ol style="list-style-type: none"> 1. Law School Local <ul style="list-style-type: none"> • Sales and advertising will go out within the next few weeks as soon as the stickers are delivered. • Price: \$10 for the whole year.
PORTFOLIO ACTIVITIES	<p><u>Treasury</u></p> <ol style="list-style-type: none"> 1. Prospectus <ul style="list-style-type: none"> • No major price increases following last year's 24% increase for all prices. • Prices for certain communication items such as email advertisements were increased by \$20 to discourage firms from purchasing as we do not want to spam students with emails - not really effective. • Maintaining 10% discount on packages exceeding \$2,500 (the price of the Gold Package). • Distributed in mid-January. 2. Endowment Fund <ul style="list-style-type: none"> • On 5 February 2024 the required amount for the Endowment Fund was transferred into a term deposit. • Amount being \$22,540.31 which includes: \$20,000 initial amount + Interest + 10% of sponsorship revenue from 2023 per the Endowment Fund Policy. • A 6-month term was selected due to rates being low with the potential of finding a bank with better rates. 3. Annual Budget <ul style="list-style-type: none"> • Goal: Last year the financial policy was updated, however incidents leading up to this meeting signify that greater financial transparency should be provided on a broad scale, which is currently being drafted. • For greater financial transparency, the Treasurer is required to present an annual budget of expected expenses for the year.

- This document will be presented to the Executive on 18 March 2024 and will subsequently be available by Committee Meeting 2.
- Meetings with Executive members for their expected expenses have concluded and the Treasurer is in the process of evaluating and consolidating 2024 expenses.

4. AULSS Financial Policy/Section 65 AULSS Constitution

- Financial policy updated from last year and includes a Tier structure for expenses and the process for approval.
- Expenses above a certain amount are approved by your Director.
- As part of updating the broader financial policy, which is in the drafting phase at this time, for Tier 5 expenses – there is a requirement for the Executive to provide reasoning for approved expenses as they are huge expenses that affect the whole society.

5. Reimbursements/Payments Form

Two types of reimbursements:

- Expenses made on behalf of the AULSS
 - Member reimbursements or third party invoices
- For attending sponsored events
 - \$20 reimbursement for attending two or more sponsored events per semester.

Sponsorship

1. Current Sponsors

- Given there are 411 organisations within the legal industry in Adelaide alone, the goal for this Portfolio is to contact at least 100 organisations in 2024. The AULSS has received stable and comfortable income from large and well-known law firms over the past few years, but this should not inhibit the expansion of our network. Increasing engagement with smaller/local firms will be beneficial to students who will have greater exposure to the legal industry at large as well as providing an additional source of income for the AULSS.
 - 150 organisations have been contacted as at the date of this report. Refer to Appendix 3.
 - Contacting more firms has not proven to be as effective.
 - Spreadsheet should be updated to remove firms that are typically not interested.
- Goal: Maintain the same amount of revenue obtained from last year and ensure our sponsor experience with our services is positive.
 - In 2023, the AULSS had 22 sponsors. The goal for 2024 is to also have 22 sponsors.
 - As of the date of this report, we have 16 sponsors locked in (refer to Appendix 1). In 2023 at this time we had 8 sponsors locked in - this is attributable to having a bigger portfolio and more capacity to send more emails and follow up.
 - Establish a streamlined methodology for contacting sponsors to be able to manage a greater volume of stakeholders efficiently.
 - Templates have been created to guide future Treasurers/Sponsorship Representatives through each phase of the process including:

	<ul style="list-style-type: none"> • Initial contact email to existing/new sponsor • Follow up email • Follow up phone call script (pending) • Meeting structure (pending) • Thank you email including invoice to finalise sponsorship <ul style="list-style-type: none"> ▪ Started last year but will still need to be updated. <ul style="list-style-type: none"> ○ Establishment of automated sponsorship trackers to disseminate accurate and up-to-date information. <ul style="list-style-type: none"> ▪ The Portfolio Report provides a list of sponsorship items sold within each portfolio. The purpose of this report is to ensure all Directors are aware of their obligations and are able to track when orders have been fulfilled. Refer to Appendix 1. ▪ The Item Report produces a summary of each item sold. The purpose of this report is to provide analytics on individual sponsorship items to inform future decisions regarding their inclusion in the next Prospectus as well as their pricing in the future. <p>2. Law School Local (LSL)</p> <ul style="list-style-type: none"> • AULSS runs a program that gets students and staff a range of discounts/deals for over 30 businesses including bars, restaurants, cafes, spas etc. such as Plus 82 Pocha, Uni Bar, Community, San Churros, Clio Cafe and many more. • Currently we have 20 businesses confirmed and are working on securing more (refer to Appendix 2). • If anyone knows any businesses that might be interested, please reach out to me. • Price: \$10 for the year. • Stickers for the cards have not arrived yet, but once they do, advertising will go up. Last year just the Eftpos machine was used for the sale of LSL cards. To make things easier this year we will still sell stickers using the Eftpos machine but will also set up an Eventbrite so students and staff can buy LSL stickers at any time. • If anyone arrives in the office to collect their LSL sticker, verify their ticket and the stickers are located in my pigeon hole. • The Eftpos machine can be used. If unsure how to use it, please ask myself or a Director.
DISCUSSION POINTS	<ul style="list-style-type: none"> • N/A
MOTIONS	<ul style="list-style-type: none"> • N/A
ACTION ITEMS	<ul style="list-style-type: none"> • N/A
OTHER BUSINESS	<ul style="list-style-type: none"> • N/A
APPENDIX	<ol style="list-style-type: none"> 1. Current Sponsorship Orders 2. Law School Local 3. Organisations Contacted

APPENDIX 1: CURRENT SPONSORSHIP ORDERS

Firm	Contact Names	Email	Phone	Items
1 Allens	Melissa Lim & Kellie Drew	Melissa Lim (Melissa.Lim@allens.com.au)	Melissa (03 9613 8888)	Careers and Clerkship Guide – Half Page Ad [\$750], Job Opportunities Board Advertisement [\$0]
2 Andreyev Lawyers	Ico Ho	ico@andreyev.com.au	0420 261 450	Firm Presentation Evening Hosted at Adelaide University
3 LK				
4 Allen & Overy				
5 The Law Society of SA				
6 Thomson Geer				
7 Precision Legal				
8 JWS Lawyers				
9 College of Law				
10 Kain Lawyers				
11 MinterEllison				
12 ABL				
13				
14				
15				
16				

Portfolio:		Competitions		
Firm	Contact Names	Email	Phone	Item
1 MKF Lawyers	Floyd Bakewell	floyd@mkflawyers.com.au	08 7093 2998	Negotiations Competition (Internal)
2 Andreyev Lawyers	Ico Ho	ico@andreyev.com.au	0420 261 450	AULSS x SULS Negotiations Competition
3 LK				Open Moot Competition
4 Shaw & Henderson				Criminal Law Moot Competition
5 College of Law				Client Interviewing Competition
6 Websters Lawyers				Med Law Competition
7 Kain Lawyers				Mergers and Acquisitions Competition
8 Lisa Hunt				First Year Moot Shield Sponsor

Portfolio:		Education		
Firm	Contact Names	Email	Phone	Item
1 LK				2x Education Seminars
2 Law Society of SA				GDLP Networking Night + First Year Guide
3 College of Law				GDLP Networking Night
4				
5				
6				

Portfolio:		SJE		
Firm	Contact Names	Email	Phone	Item
1				

Portfolio:		Activities		
Firm	Contact Names	Email	Phone	Item
1 Law Society of SA				Law Dinner

Portfolio:		Communications			Story
Firm	Contact Names	Email	Phone	Email	
1 Gilbert + Tobin	Kristie Barton	kbarton@gtlaw.com.au	02 9263 4575		
2					

APPENDIX 2: LAW SCHOOL LOCAL

Business Contacted	Contact Details	yet to be determ	Deal Offered	23	YES
Rundles at San Churros	rundles@sanchurros.com	yes	\$10 Churro for One + Standard Coffee Deal (normally valued at \$15.35) (need to state that hot chocolates are not included in this deal)		
Adelaide UnBar	hello@unbarzfd.com.au	yes	Deal 1: \$15 Coopers Pale Ale jugs and Deal 2: \$11 Salt & Pepper Squid with Chips and Salad (any day)		
Seed and Stone Cafe	hello@seedandstonecafe.com	yes	Deal 1: 10% off food and drinks (daily) and Deal 2: 25% off selected food on Friday after 1pm		
Community	info@communitynorthba.com.au	yes	10% off bills over \$20 from Monday - Friday		
Plus 82 Pocho	info@plus82pocho.com	yes	10% off food and beverage (except Friday, Saturday and Public Holidays)		
Union Hotel (just would like consent)	info@theunionhotel.com.au	yes	Deal 1: \$20 Burger or Schnitzly with a pint of core beer (Monday to Thursday - All Day) and Deal 2: Happy Hour on Friday from 4pm to 6:30pm (Core Beers \$8, House Wine and Spirits \$7)		
Seoul Express Hindley Street	info@seoulprogress.com.au	yes	10% off dine-in or pick-up (not from online orders)		
La Trattoria	enquiry@latrattoria.com.au	yes	10% Food and Beverage discount on Monday, Tuesday and Wednesday		
Seoul Sisters	info@seoul-sisters.com.au	yes	15% off takeaway food or coffee orders (not applicable for dine-in)		
Dear Zero Latency	info@zerolatencywell.com.au	yes	15% off Virtual reality Games (minimum of 2 people booking) - new code: AULSS_ZL_2024		
Duke of York Hotel	info@dukeofyork.com.au - confirmed via phone call (08) 8231 4088	yes	\$6 based sprints, \$6 house wines and \$7 house pints (available anytime)		
Motherload sandwiches	info@motherloadsandwiches.com	YES	10% off the total bill		
Machi Machi	info@machimachi.com.au (called and left voicemail)		to be determined - new potential sponsor		
Coco Bubble Tea	via website submission (Info@coco-tea.com.au)		to be determined - new potential sponsor		
Gong Cha Bubble Tea	via website submission	No	to be determined - new potential sponsor		
Yochi	via website submission		to be determined - new potential sponsor		
Soul Origin	0474 840 409 and rundlemal@soulorigin.com.au (needs a follow up)	very keen (but w	to be determined - new potential sponsor		
Howling Del	hello@howlingdel.com.au - called - they didn't have any traction from last year - would love to continue but only if it worth while - want us to think how we can make it worth while	not at this stage	Deal 1: \$7 Coopers Pale all Day! everyday (with Student ID), Deal 2: \$7 Beer of the Week, Monday to Saturday from 7pm - 8pm, Deal 3: 2 for 1 Gin of the Week, Monday to Saturday from 7pm - 8p		
Mascavado	hello@mascavado.com		to be determined - new potential sponsor		
The Maid	functions@themaids.com.au (waiting email reply, needs follow up)	potentially keen	Purchase any Main Meal from The Maid Kitchen Menu and receive a complimentary Beer, Wine, or Soft Drink up to the value of \$10.		
Brazogridie's Chocolate	info@brazogridies.com.au	YES	10% off all purchases		
The little hunter	bookings@thelittlehunter.com.au	Yes	20% off the total bill for lunch and dinner		
18 at hotpot	via website submission		to be determined - new potential sponsor		
Boost Juice city cross	boost@joe.zap@gmail.com	seems keen like	to be determined - new potential sponsor		
Luna 10 Bar	luna10.affair@10.com (follow up email) rec. affair@10.com		to be determined - new potential sponsor		
Bakery on Chomwell street	via phone call	yes	10% off pie warmer or dough cabinet products (limited to 2 products per person)		
Kafin	hello@kafin.store		to be determined - new potential sponsor		
San Giorgio	info@sangiorgio.com.au		to be determined - new potential sponsor		
capri theatre	via website and information@capri.org.au (manager is away - they have forward our message but still ne		\$10 movie tickets		
Gallery Adelaide	info@galleryadelaide.com.au		to be determined - new potential sponsor		
Betty's burgers	via website submission	no	to be determined - new potential sponsor		
ban ban	hello@ban-ban.com.au		to be determined - new potential sponsor		
The Gatsby Lounge	functions@thegatsbylounge.com.au	YES	10% off total bill		
Agros	daniel@agrosadelaide.com.au		to be determined - new potential sponsor		
Atlantis	bookings@atlantisadelaide.com.au		to be determined		
Luxercafe	info@luxercafe.com.au		to be determined		
Endota Spa	Kendrah.Lee@endota.com.au	yes	6% of Gift Cards and 15% of products online + further deals surrounding holidays		
cio cafe	0401 161 311 and sam@cioadelaide.com.au	YES	10% discount on food		
leisurely cafe	0411 026 066 (manager is not in - call back next week)				
Main Cafe					
Carton Dell	(08) 8322 4877 - Message on Instagram (instagram) email: web@cartondell.com (awaiting confirmation)				
Nonno and I	cheffhd1@gmail.com		to be determined - new potential sponsor		
Myki Bar	finders@myki.com.au AND hnto@myki.com.au AND waymouh@myki.com.au	YES	Deal 1: \$6 House Wines, \$7 Base Sprints, \$7 pints of House Beer anytime, Deal 2: 15% off your drinks and food bill when dining (full price items), Deal 3: Free Room Hire when booking a Birthday		
Rosby	rosby@rosby.com.au	No	to be determined - new potential sponsor		
Maison Clement	maisonclement59@gmail.com				
Yannis Yinos	yannisros2020@gmail.com - yannisros2020@gmail.com				
Love Steph Dessert Cafe	lovestephdessertcafe@gmail.com Message on Instagram (but no reply)				
Grace Emily Hotel	bands@graceemilyhotel.com.au				
the nail and beauty connection	thenailandbeautyconnection@gmail.com				
the elephant	info@theelephant.com.au - info@theelephant.com.au				
daughter in law	adelaide@daughterinlaw.com.au				
please say please	0411 147 187				
blue jamacia	(08) 8211 7063 (Sarah has left voice message but no reply)				
prof bar	drink@prof-bar.com - drink@prof-bar.com	no	\$5 Peroni and house wines		
two pot screamer	gdjay@twopotscreeamer.com.au - gdjay@twopotscreeamer.com.au	no			
Be Won Korean Restaurant	be.won59@gmail.com				
Lets Brunch	lets@letsbrunch@gmail.com (called no answer)	yes	to be determined (awaiting email)		
Rob Roy Hotel	enquiries@robroyhotel.com.au				
Eight Street Luggage	eightha@eightstreetluggage.com.au - eightha@eightstreetluggage.com.au				
Suzie Wong Bar	frank@suziewongbar.com.au	no			

APPENDIX 3: ORGANISATIONS CONTACTED

NUMBER	FIRM	FIRM CONTACT	OTHER COMMENTS	FIRST EMAIL SENT
1	BakerMcKenzie	Virginia Nettle	Virginia.Nettle@bakermckenzie.com	22.01.2024
2	Thomson Geer	Sian Quinn (Business Development)	businessdevelopment@tglaw.com.au or hriddle@tglaw.com.au; bparker@tglaw.com.au	22.01.2024
3	Minter Ellison	Liana Sutton	Liana.Sutton@minterellisor	22.01.2024
4	Clayton Utz	Danielle Sandys	dsandys@claytonutz.com	22.01.2024
5	Johnson Winter & Slaters	Romaine Ponniah	romaine.ponniah@jws.com	22.01.2024
6	College of Law	Sarah Wood	swood@collaw.edu.au	22.01.2024
7	Allens	Melissa Lim	Melissa.Lim@allens.com.au	22.01.2024
8	Kain Lawyers	Alison DeKleuver or Bridget	alison.dekleuver@kainlawyers.com.au	22.01.2024
9	LK	Lorraine Wohling	lwohling@lk.law	22.01.2024
10	HSF	Kallum Lovelock	Kallum.lovelock@hsf.com <Kallum.lovelock@hsf.com>	22.01.2024
11	Cowell Clarke	Pina Zito	cowellclarke@cowellclarke.com.au	22.01.2024
12	G+T	Kristie Barton	KBarton@gtlaw.com.au	22.01.2024
13	ABL	Olivia Soligo	osoligo@abl.com.au	22.01.2024
14	Ashurst	Joanne Dean	joanne.dean@ashurst.com	22.01.2024
15	Leo Cussen	Liam Evans	levans@leocussen.edu.au	22.01.2024
16	Corrs Chambers Westgarth	Alarna Barling	alarna.barling@corrs.com.au	22.01.2024
17	Allen & Overy	Megan	megan.bruce@allenoverly.com.au	22.01.2024
18	Law Society SA	Kate McDonald	Diane.VanBochove@lawsoc.com.au	22.01.2024
19	Mellor Olsson	Nadine Quarello/Chelsea	nquarello@molawyers.com	22.01.2024
20	DBH	Louisa Kappelos	enquiry@dbh.com.au	22.01.2024
21	Norman Waterhouse	Emily Poerio	EPoerio@normans.com.au	22.01.2024
22	Dentons	Jessica	jessica.hazeldene@dentons.com.au	22.01.2024
23	Lynch Meyer	Sandra	SZarkovic@lynchmeyer.com	22.01.2024
24	HWL Ebsworth	Sarah Sheperdson	sshepherdson@hwle.com.au	22.01.2024
25	Belperio Clark	n/a	admin@bc-lawyers.com.au	22.01.2024
26	Commercial and legal	Renee	renee@commercialandlegal.com.au	22.01.2024
27	DWF FOX LOCKE	JARIE WEBB	JARIE.WEBB@dwl.com.au	22.01.2024
28	CG Family Law		office@cgfamilylaw.com.au	22/01/24
29	K + K Legal		info@kklegal.com.au	22/01/2024
30	Shaw & Henderson		rshaw@shawandhenderson.com.au	25/01/24 n/a
31	LW		pr@lw.com	22/01/24
32	EY		Kelly.Boots@au.ey.com	22/02/24
33	Griffith	Jade Lehmann	support@griffins.com.au	22/01/24
34	Boston Consulting Group	Eleanor Schwager	schwager.eleanor@bcg.com	22/01/24
35	Mangan Ey and Asso general		mail@manganey.com.au	22/01/24
36	Caldicott Lawyers		solicitors@caldicottlawyers.com.au	22/01/24
37	Clarke Hemmerling	Liza Beck	admin@clarkehemmerling.com.au	22/01/24
38	PMN		enquiries@pmn.com.au	22/01/24
39	Scammell & Co	Nicola Davy	ndavy@scammell.com.au	22/01/24
40	Di Rosa		admin@dirosalawyers.com.au	22/01/24
41	Liptak		info@liptak-lawyer.com.au	22/01/24
42	Hamdan Lawyers		abbyhamdan@hamdanlawyers.com.au	22/01/24
43	C and F Lawyers		info@candf.com.au	22/01/24
44	Andreyev	Ico Ho	wehelp@andreyev.com.au	22/01/24
45	Swan Family Lawyer	Caitlin Swan	swan@swanfamilylawyers.com.au	22/01/24
46	Almeida		contact@aalaw.com.au	22/01/24
47	Varga		admin@varga.com.au	22/01/24
48	Australian Centre for Family Law	Liam Mclnerney	lmclnerney@lk.law	22/01/24
49	BCG	Robinson Emily	Robinson.Emily@bcg.com	22/01/24
50	Adelaide Lawyers		karen@adelaidelawyers.net.au	22/01/24
51	Adelaide Family Lawyers		admin@adelaidefamilylawyers.com.au	22/01/24

DIRECTOR OF ACTIVITIES REPORT

DATE	26 February 2024
WRITTEN BY	Charlie Hayes
REPORT SUMMARY	<ol style="list-style-type: none">1. Opening Party2. Pro Vino3. Law Ball
UPCOMING EVENTS	<ol style="list-style-type: none">1. Opening Party<ul style="list-style-type: none">• Date: 2 March 2024• Time: 7.30pm until late• Location: The Maid• Price: \$172. Pro Vino<ul style="list-style-type: none">• Date: 23 March 2024• Time: 9.45am until 5.15pm• Location: Paxton Wines, Dandelion Vineyards, The Lion• Price: \$753. Law Ball<ul style="list-style-type: none">• Date: 11 May 2024• Time: 7.30pm until late• Location: Adelaide Oval• Price: TBC
PORTFOLIO ACTIVITIES	<ol style="list-style-type: none">1. Opening Party<ul style="list-style-type: none">• Organised by Lily and Katelin.• First event of the year and their first event!• As at the time of this report, 96 tickets have been sold.• \$17 tickets which gets DJ, venue, free drink on arrival.2. Pro Vino<ul style="list-style-type: none">• Organised by Gabbi.• Also, her first event.<p>Times:</p><ul style="list-style-type: none">• Meet at Victoria Drive at 9:45am for buses to leave at 10am• Paxton Winery: 11am – 1:30pm• Dandelion Vineyard: 1:45pm• Lion Hotel: 5:15pm• Price: \$753. Law Ball<ul style="list-style-type: none">• Organised by me.• 7.30pm start at Adelaide Oval (half an hour difference to the usual 7pm start time)• I did this to help me as I have no event planner and I am organising this event myself.• The planning is going well, pretty much completely sorted.• By now I would have met with the event coordinator, visited the room, shared ideas and met with the AV for lighting.

	<ul style="list-style-type: none"> Entertainment: <ul style="list-style-type: none"> My good friends Liam Wright and Ryan Peters who have DJed at so many of my events now. Unfortunately, no Havana Brown. THEME REVEAL COMING SOON <ul style="list-style-type: none"> Clue will come out tomorrow (Tuesday 5 March). The event is up so everyone please add their friends now.
DISCUSSION POINTS	• N/A
MOTIONS	• N/A
ACTION ITEMS	• N/A
OTHER BUSINESS	• N/A
APPENDIX	<ol style="list-style-type: none"> Opening Party Budget Pro Vino Budget

APPENDIX 1: OPENING PARTY BUDGET

Opening Party 2024				
Income Items				
Item	Price	Quantity	Actual	Notes
General Sales	17	150	\$2,550.00	
Total	#REF!	150	\$2,550.00	
Expense Item				
Item	Price	Quantity	Actual	Notes
Drinks Cards First Round	10.00	150.00	\$1,500.00	
Photographer	350.00	1.00	\$350.00	
DJ	400.00	1.00	\$400.00	
Wristbands	0.00	0.00	\$0.00	Already supplied
Printing of drink cards	7.00	1.00	\$7.00	
Total	767.00	\$153.00	\$2,257.00	
Net Position	#REF!	Projected	Actual	
		-\$3.00	\$293.00	\$296 difference from projected

APPENDIX 2: PRO VINO BUDGET

AULSS PRO VINO 2024					
Income Items					
Item	Price	Quantity	Actual	Notes	
Tickets		75	150	11250	
Total				\$11,250.00	
Expense Item					
Item	Price	Quantity	Actual	Notes	
Bus		\$28.90	150	\$4,335	Pick up from Vic Drive, transport and back to the Lion Hotel
Photography		\$0.513	150	\$76.95	Matt using his camera to take pics
Wrist Bands		\$0.00	150	\$0	
Paxton Wines (Stop 1)					
Free Glass of Wine		\$10.00	150	\$1,500	
Food Truck		\$0.00	150	\$0	Doughballs Pizza Truck
Dandelion Vineyards (Stop 2)					
Tasting		\$33.00	150	\$4,950	Includes 5 wine tastings, antipasto platter, bread and cheese
The Lion		\$0.00	150	\$0	Booking in the Beer garden- waiting to hear re any drinks specials
Total				\$10,862	
Net Position		Projected	Actual		
		0	\$388.05	\$ difference from projected	

DIRECTOR OF CAREERS REPORT

DATE	25 February 2024
WRITTEN BY	Angus Thompson
REPORT SUMMARY	<ol style="list-style-type: none"> 1. Careers and Clerkship Guide 2. Sponsored Events 3. Working at the Bar Seminar 4. Sponsored Events Attendance Policy
UPCOMING EVENTS	<ol style="list-style-type: none"> 1. Careers and Clerkship Guide Launch <ul style="list-style-type: none"> • Date: Tuesday 14 May • Time 6pm • Location: Moot Court • Price: Free 2. Careers at the Bar: <ul style="list-style-type: none"> • Date: Thursday 21 March • Time 5:30pm – 7pm • Location: Moot Court • Price: Free 3. Thomson Geer Information Night: <ul style="list-style-type: none"> • Date: Thursday 9 May • Time 6pm – 7pm • Location: Ligertwood Room 112 • Price: Free 4. Other Law Firm Presentation Nights: <ul style="list-style-type: none"> • Date: TBA • Time 6pm – 7pm • Location: TBA • Price: Free
PORTFOLIO ACTIVITIES	<ol style="list-style-type: none"> 1. Careers and Clerkship Guide <ul style="list-style-type: none"> • We have begun the process of compiling the guide. <ul style="list-style-type: none"> ○ We are trying to cut down the length of the guide to make it more accessible/readable while keeping core information in. ○ But interest in expanding some sections. 2. Fulfilling Sponsorship Obligations <ul style="list-style-type: none"> • Part of AULSS obligations is to put on firm presentation evenings. This is the Careers portfolio's responsibility, and we are in the process of booking these in.
DISCUSSION POINTS	<ul style="list-style-type: none"> • Is there anything you would like to see from the Careers Portfolio in 2024? • Sponsored Events Attendance policy.
MOTIONS	<ul style="list-style-type: none"> • N/A
ACTION ITEMS	<ul style="list-style-type: none"> • N/A
OTHER BUSINESS	<ul style="list-style-type: none"> • N/A
APPENDIX	<ul style="list-style-type: none"> • N/A

DIRECTOR OF COMMUNICATIONS REPORT

DATE	27 February 2024
WRITTEN BY	Ruby Stewart
REPORT SUMMARY	<ol style="list-style-type: none"> 1. Allocation of Communications Representatives 2. Communications Process Outline 3. Expectations of Committee interaction with socials 4. The Hilarian – sub-committee call out
UPCOMING EVENTS	WE DON'T HAVE EVENTS!
PORTFOLIO ACTIVITIES	<ol style="list-style-type: none"> 1. Allocation of Communications Representatives <ul style="list-style-type: none"> • The Communications Portfolio has started the year off with a bang, beginning with the allocation of a Communications Representative to each portfolio. • As Director I will be taking care of communications for the Activities portfolio and also sharing any information from the President, Vice-President and Treasurer group. • We have Banen working with the Careers Portfolio, Indi working with Competitions, Rosana helping out Education and Jinjer dealing with everything SJE. • We also have Clive as our IT representative who has already hit the ground running making changes to the website. • Of course, we also have The Hilarian team, made up of Chris, Josh and Isabella who I will pass over to a bit later. • All my Communications Representatives are brand new to the AULSS this year and are already great additions, full of enthusiasm and excitement which is wonderful! • Your Directors should be introducing you to your Communications Representative soon so you know who to talk to regarding event marketing. 2. Communications Process Outline <ul style="list-style-type: none"> • Please take time to read the Communications Process Outline included within the Committee Guide – THIS IS VERY IMPORTANT! • It is integral that everyone knows how to seek marketing aid from our team and is aware of the time frames/information required to ensure that all communications are streamlined. • The key point here is to be organised when your Director allocates you an event to manage and make contact with your portfolio's Communications Representative at least two weeks before a seminar event and four weeks before a social event. • If this process is followed we should be in for a great year! 3. Expectations of Committee interaction with socials <ul style="list-style-type: none"> • The success of the work of the Communications Portfolio relies heavily on algorithms and engagement. • It is INTEGRAL that as a member of this Committee you have liked and followed our Instagram, Facebook and LinkedIn.

	<ul style="list-style-type: none"> You are expected to like every post you see from us and interact with every event by clicking 'going' or 'interested' even if truthfully you are not. I cannot stress how important it is for the AULSS to have successful social media results. These are figures that not only allow our content to survive the often brutal algorithms, but also contributes to our ability to gain sponsors. So PLEASE make sure you are interacting as much as possible. <p>4. The Hilarian – sub-committee call out</p> <ul style="list-style-type: none"> Handover to Josh and Chris to discuss Hilarian sub-committee.
DISCUSSION POINTS	<ul style="list-style-type: none"> N/A
MOTIONS	<ul style="list-style-type: none"> N/A
ACTION ITEMS	<ul style="list-style-type: none"> Everyone go and follow AULSS socials now! <p>Facebook: Adelaide University Law Students' Society</p> <p>Instagram: @aulsstagram</p> <p>LinkedIn: Adelaide University Law Students' Society</p>
OTHER BUSINESS	<ul style="list-style-type: none"> N/A
APPENDIX	<ul style="list-style-type: none"> N/A

DIRECTOR OF EDUCATION REPORT

DATE	27 February 2024
WRITTEN BY	Tammy Tran
REPORT SUMMARY	<ol style="list-style-type: none"> 1. First Year Representative Elections 2. LK Litigation Seminar 3. Mentorship Program
UPCOMING EVENTS	<ol style="list-style-type: none"> 1. First Year Representative Elections <ul style="list-style-type: none"> ● 4 March: Applications open, details emailed ● 9 March: Applications close; prepare candidate guide ● 14 March: Candidate guide published ● 18-20 March: Voting open <ul style="list-style-type: none"> ○ In person voting ○ Location: TBC but most likely Ligertwood room 1.08 ○ Time: 10am-1pm ● 22 March: First Year Representatives announced 2. Mature Students Coffee Catch Up <ul style="list-style-type: none"> ● Date: 5 March 2024 ● Time: 9am ● Location: UniSA café (meet in Liggy foyer from 8.45am) ● Price: Purchase own coffee 3. LK Litigation Seminar <ul style="list-style-type: none"> ● Date: 13 March 2024 ● Time: TBC, but likely 12:15pm-1:45pm ● Location: Ligertwood room 5.04 ● Price: Free 4. Meet Your Mentor Event <ul style="list-style-type: none"> ● Date: 15 March 2024 ● Time: Start at 6pm ● Location: TBC (either Unibar or Ligertwood courtyard) ● Price: Free 5. Mature Students Brunch <ul style="list-style-type: none"> ● Date: 19 March 2024 ● Time: 9am ● Location: Community, Lot Fourteen, North Terrace ● Price: TBC
PORTFOLIO ACTIVITIES	<ol style="list-style-type: none"> 1. First Year Representative Elections <ul style="list-style-type: none"> ● The AULSS constitution requires for us to elect two First Year Representatives each year. ● These Representatives will plan a first-year event in the second semester as well as increase engagement for AULSS events. ● They will advocate amongst first years our events through word of mouth. ● The Candidate guide, which includes candidate statements, will be published electronically and distributed via email.

	<p>2. LK Litigation Seminar</p> <ul style="list-style-type: none"> • This seminar will be a great learning and networking opportunity. • This is a sponsored event and attendance numbers are very important. • Committee members are required to attend at least two sponsored events per semester. <p>3. Mentorship Program</p> <ul style="list-style-type: none"> • There has been an overwhelming number of applicants for the mentorship program this year. • As at the time of this report, we have 45 mentees and 33 mentors, which is an outstanding number. • This shows the advertisement was effective as there has been good engagement. • These numbers can still increase though! • If you are a third, fourth or fifth year student, please sign up as a mentor and support our first year students. • We hope both mentors and mentees attend the Meet Your Mentor event on 15 March 2024.
DISCUSSION POINTS	• N/A
MOTIONS	• N/A
ACTION ITEMS	• N/A
OTHER BUSINESS	• N/A
APPENDIX	1. Education Portfolio Budget

APPENDIX 1: Education Portfolio Budget

Education Portfolio Budget				
Income				
Item	Price	Quantity	Actual	Notes
Total	0.00	0.00	\$0.00	
Expenditure				
Item	Price	Quantity	Actual	Notes
Cancellation Fee First Year Camp (2023)	\$269.00	1	\$269.00	Cancelled camp from last year due to lack of engagement
Fliers for O'Week	\$10.00	200	\$10.00	Included QR codes for Mentorship Program Application and Opening Party Tickets
2023 End of Year Mature Student Event (Run by Leah)	\$80.00	1	\$80.00	Event held on 8 December 2023
Total			\$359.00	
		Projected	Actual	
Net Position	0.00	\$0.00	\$359.00	\$ difference from projected

DIRECTOR OF SOCIAL JUSTICE AND EQUITY REPORT

DATE	29 February 2024
WRITTEN BY	Hamish McNamara
REPORT SUMMARY	<ol style="list-style-type: none"> 1. Social Justice Seminar: Reflections on ‘The Voice Referendum and 2024 State Elections’ with the Attorney-General 2. Social Justice Webinar: Enshrining a Human Rights Act in South Australia 3. EOC Survey Rollout 4. Fundraising Activities for Walk4Justice 2024 5. Volunteering Board and Publications
UPCOMING EVENTS	<ol style="list-style-type: none"> 1. Social Justice Seminar: Reflections on ‘The Voice Referendum and 2024 State Elections’ with the Attorney General <ul style="list-style-type: none"> • 19 March 2024 • 6pm ACST • Location: Piper Alderman Moot Court • Price: Free 2. Social Justice Webinar: Enshrining a Human Rights Act in South Australia <ul style="list-style-type: none"> • 26 March 2024 • 6pm ACST • Location: Online • Price: Free 3. Walk for Justice (See above for all prompts) <ul style="list-style-type: none"> • Date: 21 May 2024 • Time: 7am ACST • Location: Adelaide Oval • Price: Free
PORTFOLIO ACTIVITIES	<ol style="list-style-type: none"> 1. Social Justice Seminar: Reflections on ‘The Voice Referendum and 2024 State Elections’ with the Attorney-General 2. Social Justice Webinar: Enshrining a Human Rights Act in South Australia 3. EOC Survey Rollout 4. Fundraising Activities for Walk4Justice 2024 5. Volunteering Board and Publications
DISCUSSION POINTS	<ul style="list-style-type: none"> • N/A
MOTIONS	<ul style="list-style-type: none"> • N/A
ACTION ITEMS	<ul style="list-style-type: none"> • N/A
OTHER BUSINESS	<ul style="list-style-type: none"> • N/A
APPENDIX	<ul style="list-style-type: none"> • N/A