



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

## **Committee Meeting 4 - Agenda**

to be held at 6:00pm on Monday 22<sup>nd</sup> May 2023 in Ligertwood 231

<b>1</b>	<b><i>Meeting Open</i></b>	<b>BL</b>
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<b>2</b>	<b><i>Acknowledgement of Country</i></b>	<b>BL</b>
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The Adelaide University Law Students' Society (AULSS) would like to acknowledge that the land we meet on today is the traditional lands of 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.

<b>3</b>	<b><i>Attendance</i></b>	<b>BL</b>
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<b>4</b>	<b><i>Apologies</i></b>	<b>BL</b>
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<b>5</b>	<b><i>President's Report</i></b>	<b>BL</b>
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<b>6</b>	<b><i>Vice-President's Report</i></b>	<b>FE</b>
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<b>7</b>	<b><i>Treasurer's Report</i></b>	<b>MB</b>
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<b>8</b>	<b><i>Director of Activities' Report</i></b>	<b>NN</b>
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<b>9</b>	<b><i>Director of Careers' Report</i></b>	<b>ST</b>
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<b>10</b>	<b><i>Director of Communications' Report</i></b>	<b>HA</b>
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<b>11</b>	<b><i>Director of Competitions' Report</i></b>	<b>PP</b>
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<b>12</b>	<b>Director of Education's Report</b>	<b>ES</b>
<b>13</b>	<b>Director of Social Justice and Equity's Report</b>	<b>HM</b>
<b>14</b>	<b>Other Business</b>	<b>BL</b>
<b>15</b>	<b><i>Meeting Close</i></b>	<b>BL</b>

## Executive Reports

President	
<b>DATE</b>	18 <sup>th</sup> May 2023
<b>REPORT BY</b>	Bryan Lau
<b>SUMMARY OF REPORT</b>	<ol style="list-style-type: none"> <li>1. Australian Law Students' Association (ALSA) Conference</li> <li>2. Uniform Clerkship Scheme</li> <li>3. Respectful Ligertwood Committee</li> </ol>
<b>UPCOMING EVENTS</b>	<ol style="list-style-type: none"> <li>1. Uniform Clerkship Scheme 2023 <ul style="list-style-type: none"> <li>• Applications Open: Monday 3 July, 9am</li> <li>• Applications Close: Friday 28 July, 5pm</li> <li>• Firm Interviews Commence: Monday 7 August</li> <li>• Offers Made by Firms: Monday 11 September, 9am</li> <li>• Offers Accepted by Applicants: Wednesday 13 September, 5pm</li> </ul> </li> </ol>
<b>ACTIVITIES OF PORTFOLIO</b>	<ol style="list-style-type: none"> <li>1. <b>Australian Law Students' Association (ALSA) Conference</b> <ul style="list-style-type: none"> <li>• Conference dates: 27 July – 2 August</li> <li>• At the last Executive meeting, the Executive had a lengthy discussion regarding the amount of costs that will be covered by the AULSS to send our delegates and competitors over.</li> <li>• The costs were split into two categories: registration fees and discretionary costs.</li> <li>• Registration fees refer to the cost of registering our competitors and delegates, being \$730 per person this year.</li> <li>• Discretionary costs refer to any expenditures incurred by each competitor/delegate to be able to attend the conference/competition. <ul style="list-style-type: none"> <li>○ I.e., flights, accommodations, food, etc...</li> </ul> </li> <li>• During the meeting, the Executive had decided to fully cover the registration fees for each competitor and delegate, which has been carried by a motion.</li> <li>• However, we have deferred the discussions regarding discretionary costs to a later date because we will be able to better understand our financial position after all the law ball expenses have been finalised.</li> <li>• We should be able to make a final decision on discretionary costs at the next Executive meeting.</li> </ul> </li> </ol>

- Another issue which has been brought to my attention a few weeks ago is in relation the ALSA International Humanitarian Law Moot ('IHL Moot').
- In the past, the AULSS chose its IHL Moot competitors through an IHL advocacy course that is run by the Adelaide Law School.
- This year, the Adelaide Law School decided not to run that course and as such, we did not have a way to choose our competitors.
- The AULSS is not obligated to run an internal IHL Moot. This is up to the discretion of the Director of Competitions to decide whether the portfolio has the capacity to run an additional competition.
- Because of this, we initially did not plan to send any competitors for the ALSA IHL Moot.
- However, we have received multiple expression of interests from students who would be more than happy to compete in the IHL Moot.
- Furthermore, Matthew Stubbs has reached out to me to discuss ways in which we can run a fair selection process for the IHL Moot.
- Matthew, Patricia and I have agreed to call for nominations on Monday 29 May, announce the teams progressing to oral rounds no later than Monday 5 June, with moot(s) later that week.
- Matthew also said that the Adelaide Law School is willing to help cover the registration fees of the 2 potential IHL Mooters (total \$1,500).

## **2. Uniform Clerkship Scheme Updates**

- The Uniform Clerkship Scheme (UCS) dates are as stated above.
- We have a total of 10 firms who have confirmed their participation in the UCS.
- At one point, we had 11 firms on the list as Commercial and Legal made a last-minute confirmation to take part in the UCS.
- However, the HR representative from Commercial and Legal recently informed me that they are pulling out from the scheme for two reasons:
  1. Their clerkship program is unpaid and compared to the rest of clerkship programs offered by other firms, may seem undesirable to students.
  2. Their clerkship scheme runs all year round as opposed to just during the summer/winter.
- I informed them that while their clerkship program is quite different from the rest, it should not hinder them from taking the opportunity to participate in the UCS to advertise their clerkship program for free.
- Unfortunately, their decision was made, and they have pulled out.



Vice President	
<b>DATE</b>	18 <sup>th</sup> May 2023
<b>REPORT BY</b>	Felix Eldridge
<b>SUMMARY OF REPORT</b>	1. Semester 1 Merchandise Distribution
<b>UPCOMING EVENTS</b>	1. NA
<b>ACTIVITIES OF PORTFOLIO</b>	<p>1. <b>Semester 1 Merchandise Distribution</b></p> <ul style="list-style-type: none"> <li>• Merchandise distribution of semester 1 merchandise has been progressing well.</li> <li>• Pending how many boxes remain, I may call for more volunteers to run a second week of preferred collection time stalls.</li> <li>• Either way, please be mindful that students will periodically be coming into the office to get their merchandise, so please follow the processes in my email to give them their items.</li> <li>• Broadly speaking, ask for their name, either ask if they remember their order, or alternatively ask them for ID. Then get their item from the boxes (all sorted by last name) and tick them off the spreadsheet list.</li> </ul>
<b>DISCUSSION POINTS</b>	<ul style="list-style-type: none"> <li>• Open Door Reminder</li> <li>• Concurrent Merchandise Range</li> </ul>
<b>MOTIONS</b>	<ul style="list-style-type: none"> <li>• NA</li> </ul>
<b>ACTION ITEMS</b>	<ul style="list-style-type: none"> <li>• NA</li> </ul>
<b>ANY OTHER BUSINESS</b>	<ul style="list-style-type: none"> <li>• NA</li> </ul>
<b>APPENDIX</b>	<ul style="list-style-type: none"> <li>• Updated VP Budget.</li> </ul>

### Appendix 1 – Updated VP Budget 18<sup>th</sup> May

Updated VP Budget				
Income				
Items	Budgeted Cost	Quantity	Actual Cost	Notes
Expenditure				
Items	Budgeted Cost	Quantity	Actual Cost	Notes
Committee Meeting 3 Catering	\$180	1	\$106.99	

TREASURER	
<b>DATE</b>	16 <sup>th</sup> May 2023
<b>REPORT BY</b>	Minnah Butt
<b>SUMMARY OF REPORT</b>	<ol style="list-style-type: none"> <li>1. Treasury General Update</li> <li>2. Annual Budget</li> <li>3. Profit and Loss Statement</li> <li>4. Treasury – Expense and Revenue Breakdown</li> <li>5. Sponsorships – Discount Issue</li> </ol>
<b>UPCOMING EVENTS</b>	<p><b>1. Important record keeping notices to Committee:</b></p> <ul style="list-style-type: none"> <li>• Please do NOT under any circumstances use the keypad when using Square to take payments. Always take payments using the Item Library. Otherwise, that income is unallocated and does not show as revenue for your portfolio. It also makes it very difficult to reconcile payments for our payment to ATO.</li> <li>• When you have a payment that needs to be made on behalf of the AULSS or as a reimbursement to you, please fill out <a href="#">this form</a> and ensure that your reason for payment is specific. Please do not enter “Coz” as a reason for payment. This makes it very difficult to answer questions from the accountants.</li> </ul>
<b>ACTIVITIES OF PORTFOLIO</b>	<p><b>1. Treasury General Update</b></p> <ul style="list-style-type: none"> <li>• It turns out that our accounting software is actually quite useless for decision-making as it is unable to accommodate receivables and payables with ease. It shows our current cash position at any given time without accounting for accrued expenses (like Activities revenue on Eventbrite) or incurred expenses (like payments made by AULSS Committee that haven’t been reimbursed yet).</li> <li>• It is also entirely incompetent at allocating revenue from Square to different portfolios or activities, although this is partially due to misuse of the Square keypad function.</li> <li>• Further, it is not useful for compiling portfolio budgets due to the way the accounts have been set up. Revenue is often misallocated because of this.</li> <li>• Xero also does not include cash balances</li> </ul>

- It may be possible to reprogram Xero to address some of these issues, but that is beyond my capacity.
- As such the issues have been identified and addressed via the creation of the Annual Budget.
- Xero continues to be useful for tax purposes, and end of year financial statements.

## **2. Annual Budget**

- I am excited to present the AULSS Annual Budget! The plan is to consolidate a user-friendly and mostly manual spreadsheet of all AULSS expenses which can be used as a basis for strategic planning and budgeting next year.
- Conveniently, the budget is attached to the invoice submission form to easily allocate all payments.
- Automated payments (like accountant fees) and revenue deposits (from Eventbrite) are tracked in a manual tab.
- Both mechanisms forces cross-checking of each line item by the Treasurer.
- The Annual Budget is separated out by Portfolios, and for Activities, by event. This will help the Committee see where revenues and expenses are most concentrated and will ensure fairness in decision-making. It will also allow the Executive to trim costs, find synergies, and identify opportunities for growth. It may also help the AULSS in determining the popularity and success of each respective initiative to judge its value to the Society.
- The Budget is still a work in progress. Some additional features for the future will hopefully include automatic allocations of invoice submissions to their respective portfolios, automated simplified financial statements, and allocation of sponsorship income by portfolio. The last item has not yet been done due to complication caused by discounts in the packages which are made up of items from various portfolios.
- Limitations: does not reflect tax liability, requires manual reconciliation, very easy to miss things.
- Benefits: pretty colours, portfolio budgets so executives have a way to double check their numbers, and most importantly, consolidation!



	<ul style="list-style-type: none"> <li>• However, given that things right now are very volatile as ALSA payments, Law Ball Revenue and Expenditure, and Pub Crawl income are all pending items, the Budget is not particularly reflective of our position as it may be at the time of the meeting.</li> <li>• Nonetheless, see Appendix A for the Budget currently.</li> </ul> <p><b>3. Profit and Loss Statement</b></p> <ul style="list-style-type: none"> <li>• As mentioned earlier, Xero statements do not show accrued payables and receivables and allocates Square income as a lump sum.</li> <li>• Regardless, a PL statement is included for references.</li> <li>• Income here is massively overstated as it does not include the final payment to the Oval or ALSA expenses.</li> </ul> <p><b>4. Treasury – Expense and Revenue Breakdown</b></p> <ul style="list-style-type: none"> <li>• See Appendix C for Expenses by Portfolio AND Revenue by portfolio.</li> <li>• Well done Activities for raking in the cash!</li> </ul> <p><b>5. Sponsorships Update</b></p> <ul style="list-style-type: none"> <li>• No update.</li> </ul>
<b>DISCUSSION POINTS</b>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
<b>MOTIONS</b>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
<b>ACTION ITEMS</b>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
<b>ANY OTHER BUSINESS</b>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
<b>APPENDIX</b>	<ul style="list-style-type: none"> <li>• Appendix 1: Annual Budget</li> <li>• Appendix 2: Profit Loss Statement as at 16<sup>th</sup> May</li> <li>• Appendix 3: Expenses and Revenues by Portfolio</li> </ul>

## Appendix 1 – Annual Budget

<b>Consolidated</b>			
<b>Item</b>	<b>Budgeted</b>	<b>Actual</b>	<b>Comments</b>
<b>Revenue</b>			
Sponsorship		\$36,280.00	
Grants		\$2,081.51	
Fundraisers		\$1,068.91	
Discount/Refunds		\$1,100.00	
Activities Ticket Sales		\$133,674.67	
Merchandise and LSL Sales		\$2,816.60	
Education Ticket Sales		585	
Interest Income		300.84	
Other		12	
<b>Total Revenue</b>	<b>0</b>	<b>\$177,919.53</b>	
<b>Expenses</b>			
Activities		\$168,429.46	
Vice President		\$3,142.73	
President		\$1,098.84	
Education		\$2,369.00	
Social Justice and Equity		\$1,871.43	
Treasurer		\$3,958.94	
Careers		\$450.00	
Competitions		\$304	
Miscellaneous		\$4,658.05	
Communications		8.4	
<b>Total Expenses</b>	<b>\$0.00</b>	<b>\$186,290.79</b>	
<b>Profit/Loss</b>	<b>\$0.00</b>	<b>-\$8,371.26</b>	

## Appendix 2 – Profit Loss Statement as at 16<sup>th</sup> May

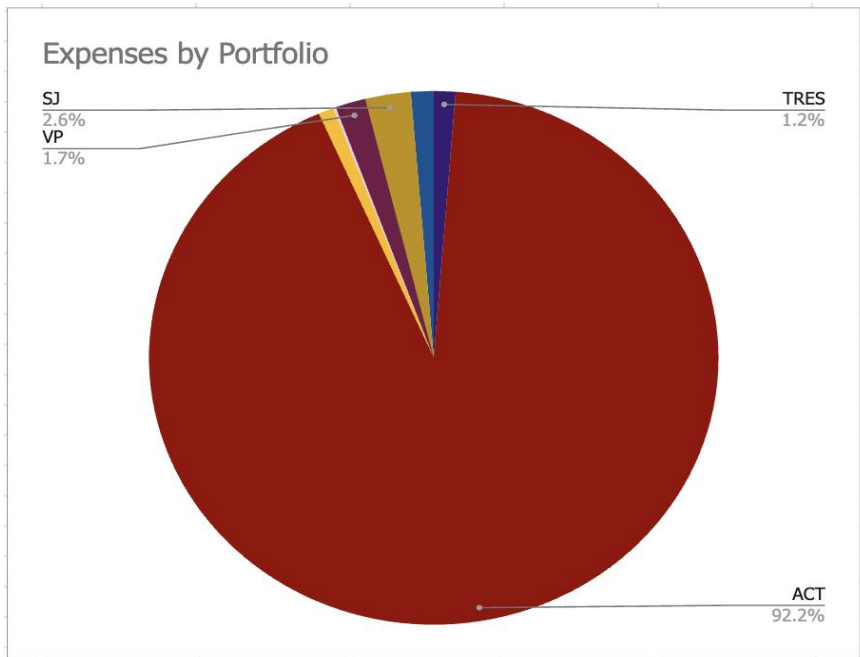
### Profit and Loss

Adelaide University Law Students' Society Incorporated  
For the 6 months ended 31 May 2023

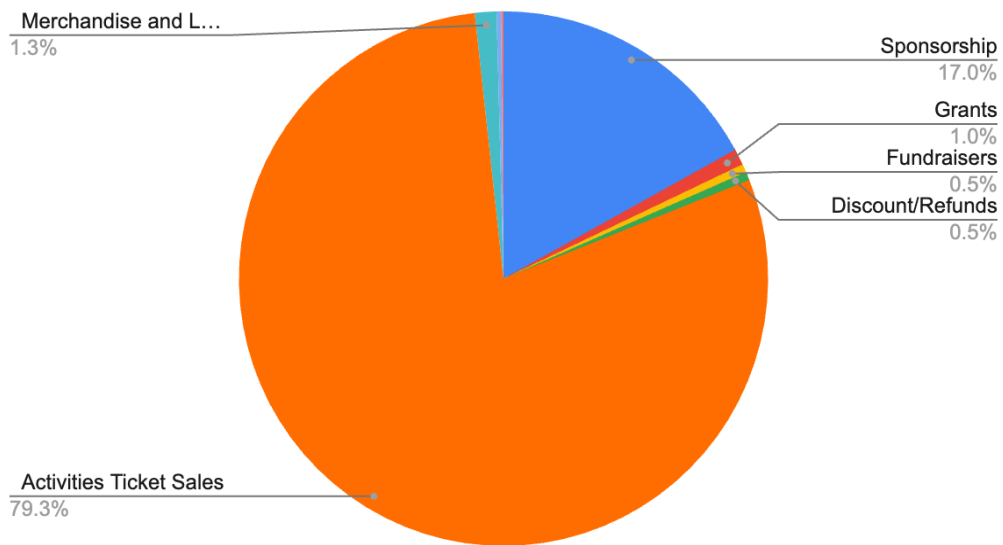
Dec 2022-May 2023

<b>Trading Income</b>	
Apparel/Merchandise	1,457.45
Interest Income	353.48
Law Ball	112,092.43
Opening Event	2,727.27
Other Revenue	2,806.51
Pro Vino Ticket Sales	6,702.73
Sales (Other)	13.64
Sponsorship	33,000.00
Square Sales	1,645.95
Square Surcharges	216.35
<b>Total Trading Income</b>	<b>161,015.81</b>
<b>Cost of Sales</b>	
Apparel/Merchandise Expenses	834.59
<b>Total Cost of Sales</b>	<b>834.59</b>
<b>Gross Profit</b>	<b>160,181.22</b>
<b>Other Income</b>	
LSL Sales	45.45
<b>Total Other Income</b>	<b>45.45</b>
<b>Operating Expenses</b>	
ALSA (Affiliation and Other)	545.45
Back to School Event Expenses	481.82
Bank Fees	241.65
Careers (Various Expenses)	390.91
Cleaning	11.18
Competition Expenses	185.40
Consulting & Accounting	1,080.00
Education (Other)	1,140.00
Gifts	436.36
Handover Dinner Expense	864.49
Income Tax Expense	(1,492.00)
Law Ball Expenses	58,766.71
Meeting Expenses	467.55
Miscellaneous Activities Expenses	528.77
Office Expenses	1,735.36
Opening Event Expenses	2,415.45
Party Expenses	454.55
President Miscellaneous Expenses	2,582.72
Printing – Other	91.00
Printing & Stationery	131.81
Pro Vino Expense	7,109.00
Pub Crawl Expenses	3,245.45
Social Justice (Other)	907.22
Square Fees	30.65
Subscriptions	321.84
Vice-President Miscellaneous Expenses	54.55
Website & IT	8.40
<b>Total Operating Expenses</b>	<b>82,736.29</b>
<b>Net Profit</b>	<b>77,490.38</b>

### Appendix 3 – Expenses by Portfolio



### Income by Portfolio



Activities Portfolio	
<b>DATE</b>	16 <sup>th</sup> May 2023
<b>REPORT BY</b>	Natalie Nimon
<b>SUMMARY OF REPORT</b>	<ol style="list-style-type: none"> <li>1. Recap of Law Ball</li> <li>2. Alcohol Free</li> <li>3. End of Exams</li> </ol>
<b>UPCOMING EVENTS</b>	<ol style="list-style-type: none"> <li>1. <b>Alcohol Free Event (Paws and Laws)</b> <ul style="list-style-type: none"> <li>• Date: 31/05/23</li> <li>• Time: 12-3pm</li> <li>• Location: Ligertwood</li> <li>• Price: Free!</li> </ul> </li> <li>2. <b>End of Exams Party</b> <ul style="list-style-type: none"> <li>• Date: 01/07/23</li> <li>• Time: TBC</li> <li>• Location: Kent Town</li> <li>• Price: TBC</li> </ul> </li> </ol>
<b>ACTIVITIES OF PORTFOLIO</b>	<ol style="list-style-type: none"> <li>1. <b>Wings for Life – recap:</b> <ul style="list-style-type: none"> <li>• Thank you to everyone who came!</li> <li>• Was great to see everyone and Redbull was happy we came so we can keep that partnership going!</li> <li>• Shout to Henry Allen for running 13.71km!</li> </ul> </li> <li>2. <b>Law Ball - recap:</b> <ul style="list-style-type: none"> <li>• Matched last year of 1100 people! <ul style="list-style-type: none"> <li>• I'm writing this before the event – so hopefully it went well!</li> </ul> </li> <li>• Decorations?</li> <li>• Food?</li> <li>• Thoughts on venue?</li> <li>• Behaviour?</li> </ul> </li> <li>3. <b>PAWS &amp; LAWS – with SJE</b> <ul style="list-style-type: none"> <li>• Wednesday Week 12: 12-2pm</li> <li>• Run by Nat, Georgia, Charlie, Holly and Hamish!</li> <li>• Free Redbull mocktails, some doggies from Paws and Claws, games organised by SJE!</li> <li>• Should be lots of fun</li> <li>• Activities budget going to Paws and Claws!</li> </ul> </li> <li>4. <b>End of Exam Party</b> <ul style="list-style-type: none"> <li>• Run by Charlie – her first event !</li> </ul> </li> </ol>

	<ul style="list-style-type: none"> <li>• Saturday 1<sup>st</sup> of July!</li> <li>• More TBC</li> </ul>
<b>DISCUSSION POINTS</b>	<ul style="list-style-type: none"> <li>• NA</li> </ul>
<b>MOTIONS</b>	<ul style="list-style-type: none"> <li>• NA</li> </ul>
<b>ACTION ITEMS</b>	<ul style="list-style-type: none"> <li>• NA</li> </ul>
<b>ANY OTHER BUSINESS</b>	<ul style="list-style-type: none"> <li>• NA</li> </ul>
<b>APPENDIX</b>	<ul style="list-style-type: none"> <li>• Activities Budget 16/05/23</li> </ul>

### Appendix 1 – Updated Activities Budget 16<sup>th</sup> of May

EVENT BUDGET				
<b>Income Items</b>				
Item	Price	Quantity	Actual	Notes
Fourth Round	\$150.00	85	\$12,750.00	
<b>Total</b>		<b>85</b>	<b>\$12,750.00</b>	
<b>Expense Item</b>				
Item	Price	Quantity	Actual	Notes
Photographer 1	\$600.00	1	\$600.00	
Photographer 2	\$650.00	1	\$650.00	
DJ	\$1,000.00	1	\$1,000.00	
Havana Brown	\$9,350.00	1	\$9,350.00	
APE Event Design	\$2,421.60	1	\$2,421.60	
Videographer	\$500.00	1	\$500.00	
Adelaide Oval Payment	\$86,117.57	1	\$86,117.57	
Prizes	\$224.94	1	\$224.94	
<b>Total</b>	<b>100,864.11</b>	<b>\$8.00</b>	<b>\$100,864.11</b>	
		Projected	Actual	
<b>Net Position</b>			<b>-\$88,114.11</b>	<b>\$ difference from projected</b>

Careers Portfolio	
<b>DATE</b>	17 <sup>th</sup> May 2023
<b>REPORT BY</b>	Sofia Tait
<b>SUMMARY OF REPORT</b>	<ol style="list-style-type: none"> <li>1. 180DC Internship Night Reflection</li> <li>2. Careers &amp; Clerkship Guide Launch Night Reflection</li> <li>3. Upcoming Events &amp; Attendance Requirement Reminder</li> </ol>
<b>UPCOMING EVENTS</b>	<ol style="list-style-type: none"> <li> <b>1. HSF Firm Seminar</b> <ul style="list-style-type: none"> <li>• Date: Wednesday 24 May</li> <li>• Time: 6:00pm – 7:00pm</li> <li>• Location: Online</li> <li>• Price: Free</li> </ul> </li> <li> <b>2. Education x Careers Headstart Seminar</b> <ul style="list-style-type: none"> <li>• Date: Thursday 25 May</li> <li>• Time: 6:00pm – 7:00pm</li> <li>• Location: L9, 19 Grenfell St (College of Law)</li> <li>• Price: Free</li> </ul> </li> <li> <b>3. Clayton Utz Seminar</b> <ul style="list-style-type: none"> <li>• Date: Tuesday 30 May</li> <li>• Time: 6:00pm – 7:00pm</li> <li>• Location: Moot Court</li> <li>• Price: Free</li> </ul> </li> <li> <b>4. Kains Lawyers Seminar</b> <ul style="list-style-type: none"> <li>• Date: Wednesday 31 May</li> <li>• Time: 6:00pm – 7:00pm</li> <li>• Location: L5/121 King William Street</li> <li>• Price: Free</li> </ul> </li> </ol>

<p><b>ACTIVITIES OF PORTFOLIO</b></p>	<p><b>5. 180DC How to get an Internship Night:</b></p> <ul style="list-style-type: none"> <li>• This event was a great success. It was catered (pizza), ran for approximately 2 hours and we had approximately 35 attendees.</li> <li>• The 2 hours was split between an introduction of our three speakers, an introduction to myself and the AULSS and the president of the UoA Project Management Society, as well as tips on interviews, resume building, case studies and a Q&amp;A session.</li> <li>• It is good to see some diversity amongst careers events as it is common that law students do not want to follow the stock-standard law career path.</li> </ul> <p><b>6. Careers &amp; Clerkship Guide Launch Night:</b></p> <ul style="list-style-type: none"> <li>• This event was a great success. We had approximately 35 registrations, as well as the College of Law, Thomson Geer and Mark Giancaspro (on behalf of the Law Society) in attendance.</li> <li>• Giving sponsors a chance to say something at the launch night was a good change. It gave some more purpose to the event and provided talking points for students if they wanted to ask questions later.</li> <li>• The catering from Foodland was complimented as well – it was a great and easy choice.</li> <li>• Lots of people took guides home with them which was a great sign that it will be a useful resource for people.</li> <li>• Overall, I would suggest a similar set up for next year.</li> </ul> <p><b>7. Upcoming Events &amp; Attendance Reminder:</b></p> <ul style="list-style-type: none"> <li>• We have four careers events remaining for the semester (see above).</li> <li>• Unfortunately, sponsors took a while to return our emails and therefore many events have had to be packed into the final two weeks of semester.</li> <li>• I ask the committee to please make sure they remember their requirement to attend at least two sponsored events per semester. However, I would still like to see you all at more events than this in good faith.</li> </ul>
<p><b>DISCUSSION POINTS</b></p>	<ul style="list-style-type: none"> <li>• Would an incentive assist with your attendance at more sponsored events?</li> <li>• What are the reasons people do not attend many sponsored events?</li> </ul>
<p><b>MOTIONS</b></p>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
<p><b>ACTION ITEMS</b></p>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>



<b>ANY OTHER BUSINESS</b>	<ul style="list-style-type: none"> <li>N/A</li> </ul>
<b>APPENDIX</b>	<ul style="list-style-type: none"> <li>Appendix 1: Updated Careers Budget as at 17 May 2023</li> <li>Appendix 2: Photos from Launch Night</li> </ul>

### Appendix 1 – Updated Careers Portfolio Budget as at 17 May 2023

Careers Semester 1 Budget					
<b>Income Items</b>					
Item	Income	Quantity	Projected Total	Actual Total	Notes
Trivarsity Law Fair Profit	\$500.00	1	\$500.00		This is an estimate of the profit that will be allocated to the AULSS.
<b>Total</b>			<b>\$500.00</b>		
<b>Expense Items</b>					
Item	Expense	Quantity	Projected Total	Actual Total	Notes
<b>Careers &amp; Clerkship Guide</b>					
CC Guide Printing	\$4,174.50	1	\$4,174.50		Based on quote from Bowden Printing received on 13 April 2023.
CC Guide Launch Food	\$450.00	1	\$450.00	\$442.00	Estimated amount to last year; hopefully we can get a YouX grant to cover this
CC Guide Launch Supplies	\$0.00	1	\$0.00	\$0.00	Will utilise the general cup, plate etc. supplies purchased by Felix.
Careers Portfolio Printing	\$100.00	1	\$100.00	\$11.00	Budgeted cap for Careers Portfolio printing (eg. posters, running sheets etc)
<b>Total</b>			<b>\$4,724.50</b>	<b>\$453.00</b>	
<b>Net Position</b>			<b>-\$4,224.50</b>	<b>-\$453.00</b>	<b>Loss</b>

General Notes:

- Estimated amounts as of all available information at the time - actuals are subject to significant changes.
- Please read our Income Items in conjunction with the Treasurer's budget as the majority of the Careers Portfolio's Revenue and Income Items fall under Sponsorship reported by the Treasurer.

### Appendix 2 – Photos from Launch Night



COMMUNICATIONS	
<b>DATE</b>	18 <sup>th</sup> May 2023
<b>REPORT BY</b>	Henry Allen
<b>SUMMARY OF REPORT</b>	<ol style="list-style-type: none"> <li>1. Post-Covid Adaptation Continued</li> <li>2. Posting Times &amp; Amounts: A New Concern</li> <li>3. Engagement</li> <li>4. Hilarian Update</li> <li>5. I.T Update</li> </ol>
<b>UPCOMING EVENTS</b>	<ol style="list-style-type: none"> <li>1. N/A</li> </ol>
<b>ACTIVITIES OF PORTFOLIO</b>	<ol style="list-style-type: none"> <li> <b>1. Post-Covid Adaptation Continued:</b> <ul style="list-style-type: none"> <li>• We are continuing to see the same drop in engagement continuing, but the adverse effects certainly seem to be lessening as we have begun to adapt, particularly for in-person attendance.</li> <li>• The drastic and unprecedented drop in engagement despite consistent viewing numbers has regrettably continued, but thankfully we are continuing to see the outcomes of some positive steps to alleviate the consequences.</li> <li>• Our changes to posting times and amounts have drawn positive results, but we have begun to notice a drawback as it has been difficult to balance this with an overabundance of events. In recent weeks this has meant consistent alterations to our optimal marketing plans. Whilst this is not ideal and shouldn't continue in its current form, it is in the short term necessary, and a consequence that we unfortunately were unable to avoid. I will discuss this further later in my report</li> <li>• We again ask that you do your best to stick to our process and procedure as it evolves so we can best identify what best practice will be going forward, and please feel free to let us know if you have any feedback that we can use.</li> <li>• I really want to give heartfelt thanks to my reps: Minh, Ruby and Grace. They have continued to consistently produce work in quite varied circumstances, and the quality of individual advertisements is outstanding and has been receiving some really positive feedback.</li> </ul> </li> <li> <b>2. Posting Times / Amounts: A New Concern.</b> <ul style="list-style-type: none"> <li>• First, I want to note this section of my report is not an admonishment nor condemnation of the way anything has been organised, planned or executed, it's simply intended to be discussion of what I view to be a potential roadblock that will always be present, and one we would like to better adapt to for the future.</li> </ul> </li> </ol>

- We are still trying to balance the severe ramping for some events in the amount & frequency of marketing and preventing marketing from becoming overwhelming and making it difficult to have individual events be highlighted or take precedence.
- As we have mentioned before, this seems to be quite positive, and we are certainly starting to see an elevated level of engagement, but it is unfortunately of course not up to the same level as previous years.
- A new issue has presented itself: The past few weeks have, by no fault of directors or reps or event organisers, been a particularly busy period, with our current marketing plans meaning that the individual marketing entitlements we would normally provide to each event and initiative just simply isn't compatible.
- We have been ok with juggling these various events, but there is certainly improvement we can make in trying to handle peak periods such as this. The key point in my opinion to take-away from this busy period is the importance of **notice**. This has far improved from the last time it's been brought up, but it is something I still really want to push, and something I will continue to emphasise through the year so we can plan and identify these points as early as possible.
- To that end, we continue to ask that you please give us as much notice as possible of your initiatives and events as is possible. This has been good across the board but we can improve here more.
- We also ask that particularly for non-AULSS events or initiatives that want to get sponsored that we get sufficient notice as soon as you know. This isn't in response to a current or previous issue, but more a preventative measure: sponsors are often reluctant or unable to make changes to events they are involved in, so we need to consider that fully.

### 3. Engagement

- Engagement regrettably still continues to be a problem across the board, we are still struggling to receive strong numbers from the student body. There has again been some improvement from the last meeting, but we still have a way to go.
- The past period has seen some engagement rise, thankfully this time has seen several posts that are reliably large with engagement, such as photos being released, competitions winners, and the post regarding George Duncan Memorial Day & the Diversity Seminar, and the average likes per post has also increased.
- Regarding engagement from the committee, it is unfortunately still lacking. By estimate excluding posts that consistently garner outlying levels of engagement as mentioned above, the amount of engagement we garner is representative of just over of a quarter of the committee. I want to stress again that low numbers

	<p>not only discourage further engagement from members of the student body but can give a negative outward perception to sponsors.</p> <ul style="list-style-type: none"> <li>This makes it especially important that you as a committee do what we can to boost engagement. Interact with EVERY post in some way, as it will go a long way in reaching out to the student body, both in terms of making events appear as well-attended and anticipated as they are, and in using the algorithm to our advantage.</li> <li>Taking a cue from previous years, I will again be forced to set aside time during my report in the meeting for members in attendance to go through and retroactively like as many posts as possible.</li> <li>We are continuing to workshop ways in which we can drive engagement effectively, and would appreciate any ideas, suggestions, or initiatives you can offer.</li> </ul> <p><b>4. Hilarian Update</b></p> <ul style="list-style-type: none"> <li><i>Editors to provide if required</i></li> </ul> <p><b>5. I.T update.</b></p> <ul style="list-style-type: none"> <li><i>Rep to provide if required.</i></li> </ul>
<b>DISCUSSION POINTS</b>	<ul style="list-style-type: none"> <li>Do you have any suggestions on how to improve our meaningful engagement across our platforms?</li> </ul>
<b>MOTIONS</b>	<ul style="list-style-type: none"> <li>NA</li> </ul>
<b>ACTION ITEMS</b>	<ul style="list-style-type: none"> <li>NA</li> </ul>
<b>ANY OTHER BUSINESS</b>	<ul style="list-style-type: none"> <li>NA</li> </ul>
<b>APPENDIX</b>	<ul style="list-style-type: none"> <li>Communications Budget.</li> </ul>

## Appendix 1 –Communications Budget

INCOME ITEMS				
Item	Price	Quantity	Actual	Notes
N/A				
Total			\$0.00	
EXPENSE ITEMS				
Item	Price	Quantity	Actual	Notes
COMMUNICATIONS				
Canva Pro Subscription	-\$167.88	1	-\$167.88	
Vimeo Plus Subscription	-\$111.10	1	-\$111.10	
Squarespace Pro Subscription (Incl Google)	-\$300.00	1	-\$300.00	
Adobe Pro Subscription	-\$477.25	1	-\$477.25	
HILARIAN				
Stickers			TBA	
Hilarian Issue 1 Printing			TBA	Pending quotes from supplier
Hilarian Issue 2 Printing			TBA	Pending quotes from supplier
Total			-\$1,056.23	

COMPETITIONS	
DATE	18 <sup>th</sup> May 2023
REPORT BY	Patricia Papathanasopoulos
SUMMARY OF REPORT	1. Open Moot
UPCOMING EVENTS	1. IHL <ul style="list-style-type: none"> <li>• Date: TBC</li> <li>• Time: TBC</li> <li>• Location: TBC</li> <li>• Cost: TBC</li> </ul>
ACTIVITIES OF PORTFOLIO	1. Open Moot <ul style="list-style-type: none"> <li>• Supreme Court went really well</li> <li>• Thank you to Kimber, McIntyre, and Barklay JJ</li> <li>• Congrats to Grace Jin, Michail Ivanov, and Kush Goyal who will be going to ALSA.</li> </ul>
DISCUSSION POINTS	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
MOTIONS	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
ACTION ITEMS	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
ANY OTHER BUSINESS	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
APPENDIX	<ul style="list-style-type: none"> <li>• Updated Competitions Budget</li> </ul>

### Updated Competitions Budget

Competitions Budget			
Income Items			
Product	Projected Income	Actual Income	Notes
<b>Total</b>	\$0	TBC	
Expense Items			
Product	Projected Cost	Actual Cost	Notes
Trophy Engraving	\$150	\$164	Based on 2018, 2021, and 2022 estimations
Competitions Office Supplies (x1 USB-C to USB-A Adaptor and Masks )	\$40	\$39.94	
Parking for judges		\$5.00	
Printing Costs	\$100	TBC	Based on 2021 estimations
Grand Final Catering	\$200	\$83.98	Bought; however the price has not been collated at the time of writing this report
Additional External Competitions Registration	\$600	TBC	Based on 2022 cost
Printing Costs	\$100	TBC	Based on 2022 estimations
Competitions Dinner bottle of wine (x2)	\$100	TBC	Based on Menu at the Gallery
Wine for Judges (x105)	\$2,100	\$ 14.00	1 bottle - the rest will be bought at the end of the year if required
<b>Total Expenditure</b>	\$3,490	TBC	
<b>Net Position</b>	Projected	Actual	
	(\$3,490)	TBC	

Education Portfolio	
<b>DATE</b>	17 <sup>th</sup> May 2023
<b>REPORT BY</b>	Eleni Sarantou
<b>SUMMARY OF REPORT</b>	<ol style="list-style-type: none"> <li>1. Mature aged student brunch</li> <li>2. International student dinner</li> <li>3. Tutoring</li> </ol>
<b>UPCOMING EVENTS</b>	<ol style="list-style-type: none"> <li>1. <b>Exam Prep 101</b> <ul style="list-style-type: none"> <li>• Date: 17/05/2023</li> <li>• Time 11.10am-12pm</li> <li>• Location: Napier 208</li> <li>• Price: Free</li> </ul> </li> <li>2. <b>Head Start Seminar</b> <ul style="list-style-type: none"> <li>• Date: 25/05/2023</li> <li>• Time pm 6pm-7pm</li> <li>• Location: College of Law, 19 Grenfell St</li> <li>• Price: Free</li> </ul> </li> </ol>
<b>ACTIVITIES OF PORTFOLIO</b>	<ol style="list-style-type: none"> <li>1. <b>Mature Age Student Brunch</b> <ul style="list-style-type: none"> <li>• This was a successful catch up with many new people attending.11 students attended in total.</li> <li>• The brunch was cheaper than budgeted for, with the brunch only amounting to about a quarter of its budget.</li> <li>• 10% discount for Community due to the LSL.</li> <li>• Thanks Leah!</li> </ul> </li> <li>2. <b>International Student Dinner</b> <ul style="list-style-type: none"> <li>• This was also a successful catch up with 9 students attending in total.</li> <li>• Held at Remy's Pizza Bar in the mall.</li> <li>• This catch-up was also under budget, and amounted to about a third of the allocated \$499.</li> <li>• It was nice to see students who would not usually attend AULSS events at both catch ups.</li> <li>• Thanks Aidan!</li> </ul> </li> <li>3. <b>Tutoring</b> <ul style="list-style-type: none"> <li>• The Education Portfolio will be introducing a private tutoring opportunity through our website.</li> </ul> </li> </ol>

	<ul style="list-style-type: none"> <li>• The AULSS will not be involved. We will be solely acting as a third-party website.</li> <li>• Contact me if you're interested in participating.</li> <li>• The program page will be attached with a statement reminding students of their academic integrity obligations.</li> </ul>
<b>DISCUSSION POINTS</b>	<ul style="list-style-type: none"> <li>• What should be the requirement to act as a tutor 80, HD?</li> </ul>
<b>MOTIONS</b>	<ul style="list-style-type: none"> <li>• NA</li> </ul>
<b>ACTION ITEMS</b>	<ul style="list-style-type: none"> <li>• NA</li> </ul>
<b>ANY OTHER BUSINESS</b>	<ul style="list-style-type: none"> <li>• NA</li> </ul>
<b>APPENDIX</b>	<ul style="list-style-type: none"> <li>• Updated Education Portfolio Budget.</li> </ul>

### Appendix 1 – Updated Education Budget 17<sup>th</sup> May 2023

Expense Items				
Item	Budgeted	Quantity	Actual Total	Notes
Mature Age Student Brunch	\$499		\$128.61	15 x approx \$32 per head. LSS venue so we will get 10% off the bill.
International Student Dinner	\$499		\$179.95	Only food provided. No drinks.

Director of Social Justice + Equity	
<b>DATE</b>	18 <sup>th</sup> May 2023
<b>REPORT BY</b>	Hamish McNamara
<b>SUMMARY OF REPORT</b>	<ol style="list-style-type: none"> <li>1. Walk for Justice 2023.</li> <li>2. IDAHOBIT Day</li> <li>3. Sanitary products in the Adelaide Law School.</li> <li>4. Semester 2 updates.</li> <li>5. AULSS position on the 2023 Referendum.</li> </ol>
<b>UPCOMING EVENTS</b>	<ol style="list-style-type: none"> <li>1. <b>Anniversary of the Uluru Statement of the Heart</b> <ul style="list-style-type: none"> <li>• Date: 26<sup>th</sup> of May</li> <li>• Time: 11.15am</li> <li>• Location: Ligertwood Foyer</li> <li>• Price: Free</li> </ul> </li> <li>2. <b>LAWS &amp; PAWS Collaboration</b> <ul style="list-style-type: none"> <li>• Date: 31<sup>st</sup> of May</li> <li>• Time: 12pm-3pm</li> <li>• Location: Ligertwood Foyer</li> <li>• Price: Free</li> </ul> </li> </ol>
<b>ACTIVITIES OF PORTFOLIO</b>	<ol style="list-style-type: none"> <li>1. <b>Walk for Justice 2023:</b> <ul style="list-style-type: none"> <li>• On the 16<sup>th</sup> of May, the AULSS took part in the Walk for Justice commencing at Adelaide Oval and finished at the Adelaide Zoo.</li> <li>• The AULSS Team consisted of 14 walkers who came and showed their support as shown in <b>Appendix 1</b>.</li> <li>• Through two fundraising initiatives and donations from the wider community the AULSS was able to contribute \$1,544 to the Walk for Justice Campaign.</li> <li>• Thank you to everyone from both in and outside the AULSS for their efforts in our fundraising efforts.</li> <li>• Our financial contribution towards Walk for Justice 2023 is shown in <b>Appendix 2</b> of this report.</li> </ul> <p><b>University Team Rankings:</b>  1<sup>st</sup> Adelaide Law School-\$1713.00  2<sup>nd</sup> AULSS-\$1544.00  3<sup>rd</sup> Unisa Law- \$1421.00</p> <p><b>Overall Team Rankings</b>  1<sup>st</sup> LK Law-\$10,771.00  12<sup>th</sup> AULSS-\$1,544.00</p> </li> <li>2. <b>IDAHOBIT Day</b> <ul style="list-style-type: none"> <li>• On the 17<sup>th</sup> of May was IDAHOBIT Day which serves as a day to reflect on equality and diversity in our society.</li> </ul> </li> </ol>



- The Portfolio in the days prior ran a craft stall to allow students to contribute a rainbow chain that is currently on display in the Nexus Building Foyer.
- On the Wednesday the Nexus Lobby ran a workshop where Speakers including Anne Hewitt and several representatives from around the ABLE Faculty spoke out the importance of diversity and acceptance in our wider community.

### **3. Diversity in the Legal Profession Seminar**

- Held on the anniversary of George Duncan's death.
- Discussion centred around South Australian law reform and what direction the legal profession needs to move towards to become accessible and promote social cohesion.
- Panellists included:
  - Magenta Stoba (Current recipient of the George Duncan Memorial Scholarship).
  - Heather Stoke (prominent barrister who is also a trans-woman).
  - John Williams (Director of South Australian Law Reform Institute).

### **4. Sanitary Products in the Adelaide Law School**

- Since 2022, the SJE Portfolio have provided sanitary products in the Adelaide Law School.
- As part of our agenda for the year, our Portfolio wanted to achieve longevity for the program.
- I am currently working alongside Jacqui Faliszewski, the Wellbeing and Engagement Project Officer at Student Life.
- Working on repurposing Student Service Amenities Funds (SSAF) towards providing sanitary products across all campuses.
- I have advocated for broader distribution of these measures to include both the Ligertwood and the Nexus Buildings.
- The idea is to have free sanitary product vending machines installed in the Bathroom of students who identify as Female which can be accessed easily by students.
- The current manufacturers we are considering for vending machines include:
  - Share the Dignity
  - Star Hygiene
  - Taboo Sanitary Products
- Until manufacturing is complete there will be temporary measures rolled out across the University as shown in **Appendix 3**
- These services will consist of products purchased from Taboo Sanitary Products.
- The AULSS will be adopting the University wide program using our existing supplies first and we will be responsible for the rollout and maintenance of this program for Ligertwood.

### **5. Semester 2 Updates**

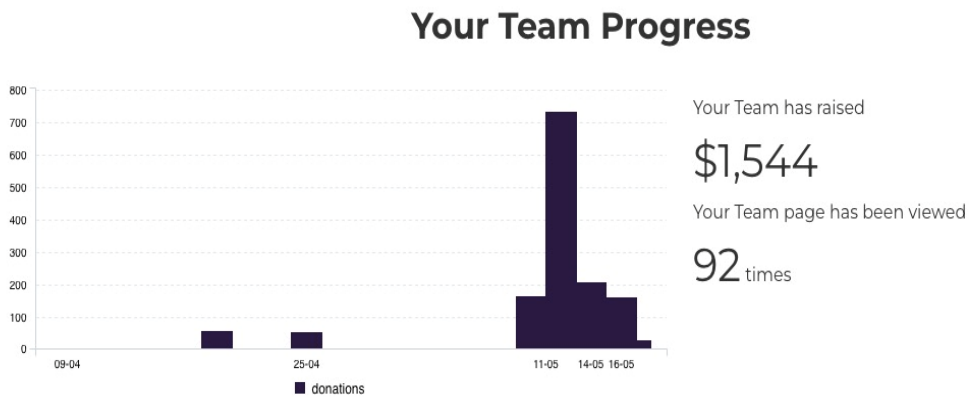
- Tentative Ideas for Seminars + Events include:
  - Neurodiversity + Disability in the Legal Profession Seminar.

	<ul style="list-style-type: none"> <li>• Pro Bono + Volunteering in the Legal Profession Seminar.</li> <li>• International Law + Humanitarian Aid Seminar w Careers Collab (TBC).</li> <li>• Cultural Diversity Event with ethnic and race orientated law societies and groups (TBC).</li> </ul> <p><b>6. AULSS position on the 2023 Referendum.</b></p> <ul style="list-style-type: none"> <li>• Ahead of the 2023 Referendum, many prominent student groups and tertiary education institution have publicly come out in support of 'Enshrining a First Nations Voice to Parliament'.</li> <li>• The Adelaide Law School is intending to do the same on the 6<sup>th</sup> Anniversary of the Uluru Statement of the Heart which occurs on the 26<sup>th</sup> of May.</li> <li>• The Dean and Laura Grenfell are working alongside the SJE Portfolio to host an event to celebrate their public position.</li> <li>• The Adelaide Law School have extended the AULSS the opportunity to speak at this event and come out in support of voting 'YES' at the 2023 Referendum.</li> <li>• The proposed statement set out in <b>Appendix 4</b> has been approved by the AULSS Executive and with your support the AULSS will be coming out in support alongside the Adelaide Law school on the 26<sup>th</sup> of May.</li> </ul>
<b>DISCUSSION POINTS</b>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
<b>MOTIONS</b>	<ul style="list-style-type: none"> <li>• That the AULSS adopts the statement shown in <b>Appendix 4</b>.</li> </ul>
<b>ACTION ITEMS</b>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
<b>ANY OTHER BUSINESS</b>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
<b>APPENDIX</b>	<ul style="list-style-type: none"> <li>• Appendix 1: Photo of participants in Walk for Justice.</li> <li>• Appendix 2: AULSS Financial contribution to Walk for Justice.</li> <li>• Appendix 3: Temporary measures for sanitary products</li> <li>• Appendix 4: Proposed AULSS position on The Voice statement.</li> </ul>

**Appendix 1 – Photo of participants in Walk for Justice.**



**Appendix 2 – AULSS Financial contribution to Walk for Justice.**



### Appendix 3 – Temporary measures for sanitary products.



### Appendix 4 – Proposed AULSS position on The Voice statement.

#### **Adelaide University Law Student Society (AULSS) Statement of Support for an Aboriginal and Torres Strait Islander Voice + The Uluru Statement of the Heart**

In 2023, the Australian people will vote in a referendum on enshrining in the Australian Constitution an Aboriginal and Torres Strait Islander Voice to Parliament and government. This is one of three proposals articulated by the Uluru Statement from the Heart: Voice, Treaty and Truth.

Freedom of enquiry and the free expression of ideas are fundamental to the mission of the Adelaide Law School and subsequently valued by the AULSS. All members of our community are entitled to engage in robust, evidence-based and respectful expression of their views and the AULSS promotes a safe place for expressing differing opinions. The Law School strives to contribute to the referendum process by actively facilitating informed public debate.

There is overwhelming support by the members of the AULSS for all three proposals of the Uluru Statement from the Heart and, in particular, the 'yes' position in the 2023 referendum.