

**University of Melbourne Student Union
Advocacy & Legal Student Advisory Group**



**CONFIRMED MINUTES
2:00 pm, 12.05.2016
Meeting 2 of Semester 1
Training Room 1, 3rd Floor
Union House**

Chair: Phoebe Churches, Manager, Advocacy & Legal

1 Welcome and Procedural Matters

1.1 Apologies

Emily De Rango, Michelle Almiron, Nadia di Battista

1.2 Attendance

Phoebe Churches, Donna, Markwell, Greta Haywood, Alanna Smith, Yan Zhuang and Paul Hornsby (minutes)

1.3 Confirmation of previous minutes

Donna confirmed the previous minutes.

2 A & L Service Reports

2.1 Advocacy case work

Phoebe recounted the meeting with the University Advocacy Reference Group. Ms Ngaere Blair, the new Manager Course Planning at Stop 1 is now a member of the Reference Group. Phoebe advised that Ngaere was very open to the feedback in the last Quarterly Service Report and it looks promising for improvements over the next quarter.

Phoebe noted the service statistics are consistent with the corresponding period last year.

2.2 Legal case work

Greta went through the Legal Service statistics and gave a brief report back on case work trends in the service.

2.3 Projects and initiatives

2.3.1 DUSA National Advocacy Conference

Donna is presenting a paper at the National Advocacy Conference on the 19th May on the Peer Support program.

2.3.2 Marketing and Outreach Plan commenced

Michelle has produced a comprehensive Marketing and Outreach Plan for Advocacy to ensure we stay relevant and keep in the spotlight through regular social media and web updates.

2.3.3 Legal Service Change Plan

Phoebe gave an update on the Legal Service Change Plan – the Draft Change Management Plan has now been considered in a three week consultation and all feedback collated and accounted for in final Change Management Plan. This will go to Students' Council on Thursday 19th May for endorsement.

3 Reports from Student Office Bearers

3.1 Items of interests related to Advocacy or Legal Services

Yan raised concerns about the data breach from Stop 1 regarding an email accidentally sent to all International students who had had their financial aid applications declined.

4 Other Business

Nil.

5 Next Meeting

Thursday 11th August 2016

6 Close

Meeting closed at 2:37pm.

Membership:

Executive Officer & Chair: Phoebe Churches, Manager, Advocacy & Legal

2 representatives elected by and from the Education Committee;

2 representatives elected by and from the Welfare Committee;

2 representatives elected by and from the UMSU International Committee;

2 representatives from GSA;

Education (Academic Affairs) Officer(s);

Indigenous Officer(s);

Welfare Officer(s);

President, UMSU;

Secretary, UMSU;

President, UMSU International;

Vice-President (Education and Welfare), UMSU International; and

Members of the Student Representative Network.