

**University of Melbourne Student Union**  
**Advocacy & Legal Student Advisory Group**  
*Minutes of Meeting 1 of Semester 1 2013 - May 15, 2013*

**1. Welcome and Procedural Matters**

The Chair welcomed members to the inaugural meeting of the Advocacy & Legal student Advisory Group.

**1.1. Apologies**

No apologies were received.

**1.2. Attendance**

Phoebe Churches (Chair), Justin Bare, Donna Markwell, Greta Haywood, Kara Hadgraft, Steven Smith, Tom Hayes, Thomas Kuang, Charlotte Zhan, Nadia di Battista, Laura Trujillo (minutes).

**1.3. Confirmation of minutes from last meeting**

No minutes to be approved as this was the first meeting.

**2. A & L Service Reports**

**2.1. Advocacy case work**

Generally spoke of some the casework that she has had. She mentioned the possibility of creating a video to help students prepare for CUPC and have a better understanding of the committee's expectations (Review VCAT video)

Laura: spoke of casework in general terms, possibility of presenting briefing/position papers on issues that of relevancy and interest to both office bearers and advocacy service. Possible topics could be student welfare, International student issues. The purpose of conducting Ad Hoc research will be to raise the profile of the service.

Phoebe: Casework: In Sync with Uni cycles/ mentioned we see students consistently throughout the year and explained some of the main issue we deal with (Academic and general misconduct, special consideration and SEAP (and the gap between the 2), complaints and research.

**2.2. Legal case work**

Spoke about her service in general terms, mentioned basic operation of SueMe (casework software). Mentioned that the highest number of students come for the following reasons: Traffic fines, Motor Vehicle issue, consumer affairs, family law and

tenancy, drug offences, business law, other complex matters. Sometimes operates as a mediator. She is a registered Migration Agent.- I property matters. Most issues are dealt by in house. High numbers of International Students visit the service. Other duties preformed: checking contracts/ Inserting MUOSS into the constitution, and issue with clubs and societies in the city of Melbourne.

Raise awareness on possible scams, targeting young men, but important to raise awareness among young women as well (women's officers have been notified).

Possible project involving international students and employment (forming a working group). Address the issue that comes up in the UNI page where it says that jobs are available only for Australian citizens (work with MUOSS/ Education and Welfare)

Having complaint mechanism to have an employer black list

### **2.3. Projects and initiatives**

#### **2.3.1. Exam Support Stall**

Recruiting Volunteers, -51 Applicants, -Regular casual coordinators (have recruited 1), -will run in the usual place,- change in the amount of bottles of water (difficult to have sustainable options, and difficult to deliver supplies to the exam venue,- water has been ordered

### **2.4. Reports from Student Office Bearers**

Office Bearers present had nothing to report back.

## **3. Future directions for A & L SAG**

- Student Representative Network: Collaboration advocacy and office bearers around the following new policies:
- Importance of giving office bearers context of issue they are presented with
- Assistance in navigating meetings
- Creating a shared calendar on Main University meetings
- Importance of being on the same page with office bearers with any issue that is presented
- Discussing the option of giving an introduction to what committees do (an expect) to office bearers

#### **4. Other Business**

There was no other business.

#### **5. Next Meeting**

The next SAG will be convened in mid-August 2013. Notice will be sent out two weeks prior on Phoebe's return from annual leave.

#### **6. Close**

The meeting closed at 12:00pm.