



SYDNEY UNIVERSITY LAW SOCIETY INC.
ABN 49 844 560 526

Minutes of Executive Meeting held on: **24/04/2023**

Chair: **Naz Sharifi & Julia Lim**

Minute taker: **Julia Lim**

Meeting opened: **9:06pm**

Present:

Naz Sharifi	President
Arasa Hardie	Vice President (Education)
Vaughan Marega	Vice President (Careers)
Charmaine Lui	Vice President (Social Justice)
Mahmoud Al Rifai	Treasurer
Julia Lim	Secretary
Vivien Lu	Sponsorship Director
Niveditha Sethumadhavan	Socials Director
Priya Mehra	Socials Director
Nick Leavenworth	Sports Director
Lea Nguyen	International Student Officer
Maeve Cairns	Equity Officer
Andrew WS	Disabilities Officer
Emily Wooding	First Nations Officer
Brianna Ho	Women's Officer
Rohan Shankar	Queer Officer
Miesha Binta Noor	Ethnocultural Officer
Annika Lee	Marketing Director
Alice Shan	Design Director

Apologies:

Christine Aung	Competitions Director
Danielle Tweedale	Competitions Director
Kaela Goldsmith	Campus Director
Charis Chiu	Publications Director



Absent:

Late: Mahmoud Al Rifai (9:21pm)

Early Departures:

MINUTES

1 Welcome and Apologies

The Chair welcomed attendees to the meeting and delivered an Acknowledgement of Country. Apologies were received from Kaela Goldsmith, Christine Aung, Danielle Tweedale, and Charis Chiu. No conflicts were noted.

Motion: To accept the apology received from Kaela Goldsmith, Christine Aung, Danielle Tweedale, and Charis Chiu for the Executive Meeting taking place on 24 April 2023.

Moved: Vaughan Marega

Seconded: Niveditha Sethumadhavan

The motion was carried unanimously with zero abstentions.

2 Procedural matters

Motion: That the public minutes from the Executive Meeting held 17 April 2023 be approved as a correct and accurate record of the meeting.

Moved: Naz Sharifi

Seconded: Vaughan Marega

The motion was carried unanimously with zero abstentions.

3 Last week updates/shoutouts

- Priya shouted out Christine and Danielle for organising the Quarter Finals, and the support they along with Maeve have provided regarding Law Cruise arrangements. Priya also shouted out Charmaine for the Earth Week Speaker Series events. Priya also thanked Niveditha for being a wonderful co-director of the portfolio.
- Annika shouted out Julia for saying yes to everything and being helpful with photography despite being at a 5 for capacity. Annika also shouted out Lea for her work with organising photography for the Peer Mentoring Launch today. Lea shouted out Julia for doing photography at the event.
- Julia shouted out Lea for her amazing work in organising the International Student Guide launch with White & Case last week. Julia shouted out Alice and the Design committee for their incredible efforts in designing the International Student Guide and very long Careers Guide,



alongside other commitments. Julia also shouted out Annika for carrying out the Marketing Director role so diligently and improving as well as tidying the SULS website.

- Nick shouted out Kaela for her work with figuring out many things for Campus, and also shouted out Vivien for being so on top of Sponsorship work. Nick also gave a huge shoutout to Naz for being the glue that holds everything together.
- Naz shouted out Maeve for her work in dealing with Equity concerns and textbook enquiries wonderfully. Naz also shouted out Vivien for working through Sponsorship matters so diligently.

4 Presidential reminders & ALSA report

Naz noted that she has been doing mid-semester check-ins with the executives. Naz asked that anyone who has not yet booked a time please do so. Naz asked that executives please make an effort to attend SULS events, as a general note and also in particular when they are sponsored.

Naz apologised for the slow communication over the past few weeks, and noted that she would be responding to any pending enquiries tonight. A firm reminder was given to all executives about ensuring that any details in content requiring design are accurate, with no mistakes or omission of detail, as they are already working with short turnarounds and heavy workloads.

Naz noted it is not fair on Alice for needing to do sponsor follow-ups, name and spelling checks, and adding other information. Even if it seems like a trivial change, Naz explained that this requires a very lengthy and manual process to be amended in the design. Naz asked that executives please do an additional proofread and also provide content as soon as possible.

Naz reminded executives to please update the internal calendar, and also noted that executives add the time and location of their events in the calendar to also remove guesswork and improve coordination. Vaughan confirmed whether it would be best to have additional information in the cells or comments. Julia suggested that comments may be best to ensure there is adequate space, and so executives can make additional notes on the status of events should they need. Julia noted this was similar to how the new internal Law School bookings tracker would work.

Regarding ALSA, Naz noted that there were sessions discussing the Priestley 11 as well as having a focus on diversity and inclusion. Naz noted there were some points for improvement, but explained there would be further detail in the full report.

Naz noted that tickets are \$730 for the ALSA Conference, which will be taking place in Sydney. Naz clarified that this would be for the full conference, in contrast to past years where there was an opt-in aspect. Arasa noted that ALSA Council was interesting as most sessions were geared towards smaller university societies, and explained that prior to attending they were not aware that most of the sessions would not be particularly relevant to SULS. Arasa suggested that the \$730 price was quite steep, noting that including competitors it would cost a lot of money, which Naz agreed with.



Motion: For Julia Lim to chair the remainder of the Executive Meeting taking place on 24 April 2023.

Mover: Naz Sharifi

Seconder: Niveditha Sethumadhavan

The motion was carried unanimously with zero abstentions.

5 What's on this week

Tues: SULLS x UNSW Law Cruise First Release Tickets go on sale! (6:00pm)

Wed: SULLS x Marrickville Legal Centre: Volunteering and Careers in Law (1pm - 2pm), SULLS x UNSW Law Cruise Second Release Tickets go on sale! (6:30pm), Oztag! (10am - 2:30pm at The Square), DFAT Careers in Intelligence & Security Event (1pm - 2pm, Law Foyer)

Thurs: Women's Study Session (9am), Ashurst Inside-a-deal Workshop (5:30pm, Ashurst Office)

6 Subsidised Wellbeing Officer Tickets for SULLS x UNSW Law Cruise

Motion: That the Wellbeing Officers for Law Cruise are permitted the purchase of tickets reduced from \$55 and booking fee to \$25 and booking fee, as a Section 64b) concession under the SULLS Constitution.

Moved: Niveditha Sethumadhavan

Seconded: Julia Lim

The motion was carried unanimously with zero abstentions.

Lucas raised on former SULLS Disabilities Officer Andrew's behalf that earplugs and sensory toys would be available on the evening, and that anyone who wanted them could email Lucas to request. Julia thanked Lucas for raising this and said this was something that could be updated on the relevant social media posts, be included in the SULLS Weekly, and also noted that having spares available on the evening would also be good.

7 Portfolio updates

Julia first mentioned that she had spoken to Clubs Communities Coordinator JL today regarding the current executive's limited access to pre-event form submissions due to the gap between when SULLS executives commence in December and the official AGM month of April/May.

Julia noted that although SULLS obviously has many portfolios and events going on, it was best practice to register whenever possible. Julia reminded executives that most forms are rejected if not submitted at least 7 days in advance, and noted that the Word document format of the Risk Assessment Form was now available for easier use. Julia said this document template would be sent in the Slack channel.

Julia reminded executives that they can access free RSA, First Aid and Mental Health First Aid training through the USU and Student Life team. Julia also reminded executives that there will be a Faculty Community Meeting on Thursday 4 May at 2pm, and encouraged executives to please



come along. Julia also noted that Andy had been sent a long email regarding the Law Facilities booking system, as had been discussed last week, and that she would provide updates when he had responded.

Niveditha reminded executives again that Law Cruise is coming up, and asked that any executives with questions please let Socials know. Annika noted that any executives requiring access to the SULS Photos account please contact her directly. Vaughan explained that it appears the Careers committee members are now able to access their Google accounts, but asked that executives please let him know of the verification code if the issue were to arise again.

Charmaine also noted that she had experienced similar issues with logging in, and asked whether there was a way to remove verification. Julia answered that she had checked Google Admin console steps several times but each time confirmed that 2-step verification is already turned off organisation-wide.

Annika offered several options and explained that it was best to search for every possible way in accessing the account. Annika mentioned that executives could contact her if they had any issues or questions.

Lea asked whether anyone had experienced an issue with Resource Booker, such as for booking Law Annex rooms, where the booking was rejected because they could not find the name registered with SULS. Julia noted it is indeed an issue that is linked with the previously mentioned gap between when SULS executives begin their term and the USU receives their registration as part of AGM documents mid-year. Julia said that this could thankfully be resolved soon once the new AGM documents had been uploaded and approved soon.

8 Other Business

No other business was raised.

Meeting closed: **10:05pm**