ALSA Council Meeting February 2016

Date: Sunday 21 February 2016

Place: RMIT University

Time: 9.00 am

In attendance

University of Tasmania Law Students' Society

University of New South Wales Law Students' Society

University of Technology Sydney Law Students' Society

University of Newcastle Law Students' Society

University of Wollongong Law Students' Society

Notre Dame Sydney Law Students' Society

University of Western Sydney Law Students' Society

University of South Australia Law Students' Association

Flinders University Law Students' Association

Deakin Law Students' Society

Deakin Law Students' Society Geelong

Griffith University Nathan- GULS

Griffith University Gold Coast Law Students' Association

Curtin University Law Students' Association

University of Western Australia- Blackstone Society

Monash University Law Students' Association

Melbourne University Law Students' Society

Macquarie University Law Students' Society

La Trobe Law Students' Association

Vice President (Finance) Report: James Zhao

JZ revisited PM's earlier discussion about ALSA becoming an Australian Company limited by guarantee as a result of the 2015 Risk Review.

We have been registered for an ACN, as well as an ABN, and we are in the process of registering for GST.

This has been done with PM's assistance.

We have upgraded to Xero accounting software, which is making management of finances and invoices much easier.

ALSA is currently undergoing the process of getting registered for charity status and DGR status- it is proposed that ALSA'S VPF keep a record of the process and checks involved in each process in order to assist interested Councillors in understanding the process and outcomes before they make the decision to seek financial advice on their own tax status. Council was broadly in favour of this proposal.

JZ agreed to provide in July a detailed working paper regarding the process undertaken in determining if an organisation is eligible for charitable or NFP status, or for tax exempt status.

ALSA has created the position of Risk Officer to implement the findings in the 2015 risk review.

JZ outlined the ALSA budget for 2015-16, and noted a surplus of approximately $50,000. It was suggested that this money could be used in a number of ways, including investigating small interest free loans to LSAs, and incorporation of Council registration fees into yearly affiliation fees. JZ noted that this short term windfall is no guarantee that ALSA will be in this financial position for the long term, so it was proposed that over the next two months, ALSA create a by-law that they maintain a reserve of $50,000 in the ALSA bank account at all times. Council was broadly in favour of this.

It was decided that moving to abolish Council registration fees was short sighted and potentially restricting. It was decided that this reserve should be used simply to lower Council registration fees as best as can be done.

Additional notes taken by Christopher Webb

Summary of Finance portfolio;

- Alumni position open, to be filled;
- Risk officer's role is to identify and develop policies to tackle corporate risks;

- Executive summary
  - Achievements
    - Insurance
    - Monthly financial reports
    - Registered for ABN
    - Registered for GST

        - Implementing accounting software Xero
    - Items for the next few months
        - Obtain tax exempt status;
        - Create proposal and by-law as to how to use surplus;
        - Transfer payments
- Profit and Loss Statement
    - Balance sheet
        - Total assets AU$138,059.69
    - Surplus to spend
- Budget
    - Expenses – forecast is AU$60,150, actual – AU$71,398.
- Proposals
    - How to spend the money
        - Reduce affiliation fees
        - Reduce council costs
            - Lower registration fees for all council members;
        - Reduce conference costs
        - Increase reserves
        - Increase equity grants and/or scholarships

Paul Melican

- Affiliation fees bring in about AU$10K, reducing LSS/LSA fees for conference/council provides a strong impact for ALSA, with not a great return to the LSS/LSA's;

RMIT

- 40th Anniversary in a few years, potentially run a big nationwide celebration;

UWA

- Caution on affiliation fees, but reduction on the variable costs

Alastair

- Costs for ALSA goes up and down, money as come in all at the same time;
- Need to consider conference numbers and the fact ALSA is approaching an expensive couple of years;

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- Why are scholarships not engaged with by students?

Alastair

- Last year discussion on scholarships the council concluded ALSA isn't in a position to provide proper scholarships;

Chris Burch

- Money to help small LSS/LSA's to grow

Christian

- Approach the broader question as to why ALSA is raising this much money, do we need to;

Andrienna

- Sponsor with be sponsoring scholarships, so ALSA not spending their own money, more information to come;

Deakin Burwood

- Lessen council costs, students shouldn't be paying their own way to get to Council;
    - With more people at council, more engagement with LSS/LSA

Melbourne Uni

- Focus on what ALSA is already doing, try not to start spending on new initiatives;

Notre Dame

- Important to support smaller LSS/LSA's getting to council, potentially increasing equity grants. Moving to provide equity for more than one councillor.

Alastair

- Equity grants are at the discretion of the IPP.

UoA

- Like the idea of loans for small LSS/LSA's, UoA's loan scheme for general delegates for conference is a great success. Provides law students greater access;

James

- Issue with students of small LSS/LSA's getting loans from ALSA as the likelihood is the income of the small LSS/LSA is going to be similar and could take profits off.

Michaela

- Size of the bank an anomaly, worry that changes need to be sustainable. Don't want to run a one time thing.

Max

- Money shouldn't be pushed onto oncoming costs, if money goes to conference, could make the package

Lachlan

- Shouldn't cut affiliation fees, could lose the 'connection' LSS/LSA;'s have with ALSA.

RMIT

- Running events that require upfront payments beyond the capacity of LSS/LSA's

MacKillop

- Wouldn't want the loan scheme, just adds another risk for the LSS/LSA's. Money should go to the memberships.

UWA

- Continue affiliation fees;
- Loans for small LSS/LSA's could provide a method to grow smaller LSS/LSA's, caution using the loans to cover internal issues with the LSS/LSA's i.e. revenue problems.

Paul

- By-law to entrench a necessary cash reserve of $50K, look at reducing/abolition of council fees;
- Need to consider legal implications of loan schemes.

Council supports creating the by-law with the entrenched $50K reserve

Council supports ALSA investigating reducing council registration fees

Council does not support investigation into a loan scheme

Workshop: Mental Health and Wellbeing- Chris Burch

Putting together mental health resource guide

Background

- Personal experiences with mental health challenges and how does it affect studying law?
- First aid in mental health course provides a person the confidence to act on their gut without feeling as if you may be wrong the wrong thing.
- Worked at mental health law centre

Resources guide

- Based on the advice provided by mental health sessions and other materials from across the community.
- Looking to understand what LSS/A's or are doing in the area, help

Curtan

- Pays for members to complete mental health first aid;

- Provides general information re; what resources are available

UTAS

- Every publication had information on mental health, faculty helpful by engaging in the mental health of students;
- Relax and chat days,

Deakin Burwood

- General look at structure and how the committee works;
- How does sponsorship affect approach to mental health? Issues with energy drink sponsoring mental health BBQ;
- General awareness growing.

UoA

- Best practices;
- Mindful Mondays, gift bags for students, movie sessions;
- Looking to expand, focus on tac

UWA

- Health/wellbeing VP, move away from the week on mental health;
- More non-alcoholic events, prevent ostracing certain students, avoid piss-ups and look to get more speakers;
- Students can share mental health experiences at regular sessions

IPP

- College of Law Mental Health/Wellbeing Forum;
    - Mental health wellbeing video;
    - Discussed with professionals in the area on how we can get the ball rolling with general guides;
    - Further tackling mental health based on advocacy, preventing scenarios where university policies affect mental health of students;

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- No student engagement as to why students are failing subjects/how mental health is causing this;
- Craftanoons
- Run a BBQ, allows students to zone out

ACU – Mardi

- Advocacy, engaging with faculty can be critical on the personal level.

Chris Burch

- ALSA can put together resources

ANU

- Are BBQ's etc tokenistic?

UTAS

- Sit on faculty board, advocating to the board about adjusting

Deakin Burwood

- problem with a particular unit, compiling information from students and show it to the Dean. Show the su

Melbourne Uni

- Collating student feedback works;
- Face to face sessions, get faculty to present on issues that are affecting students, students provide response
- Mental health facilitator for law school retained after pressure from student faculty forced the University to scrap plan to remove the position;

David Orr

- Look at how education is delivered, tutorials have been moved to outdoors, break away from the classroom. Introducing meditation into classroom;

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- Balancing fun with serious conversations regarding health wellbeing. Puppies used to get students involved with as discussion with BATIR, who provide a serious discussion;

Andrienna

- Research centre headed by PhD focusing on mental health in the legal profession provides some concrete numbers LSS'A's could present to Universities

Chris Burch

- Research underway in UWA that shows mental health

ACU

- Mental health problems made aware to ACU students from the first day, but not in a great way, shows pessimism/doesn't provide answers.

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- LSS/A's need to engage further with events

UWA

- Mental health events aren't enough;
- Law student mental health is based on the nature of the teaching law schools adopts;
- University policies that should be helping mental health i.e. appeal processes

UoA

- Action plan, allows students to see guidance councillor who organises GP visit;
- If a student requires special assistance, the assistance is distributed to the lecturers as a 'record' and this allows the lecturers to accommodate in a discrete way;

Deakin Geelong

- Internal councillors difficult to get into, long waits involves;
- Medicare allows for visits for mental health, though this isn't well distributed

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- In addition to university services, need to let students know about third- party services;

Deakin Burwood

- Just having the events may not result in students making the connection to get help;
- Need someone on the committee as as resource centre, allows concerned students to get knowledge on how to get from A to B

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- Need to be careful as to the attitude of 'solving the issue', not well equipped to do this;

UWA

- Cost involved in providing these resources could be high, much better if LSS/A's work together to spread the costs around.

Chris Burch

- Resource guide to provide certainty as to what resources are around;
- On the advocacy side of things, collate university policies to provide a comparison when approaching university faculties over issues with university policies;
- Making sure LSS/A's members shouldn't feel overburdened that they have to
- Call for sub-committee should come in the coming weeks.

Workshop: Internal Advocacy/Procurement

Internal Advocacy: Alex Bell-Rowe

Minutes by Christopher Webb

Internal advocacy refers to your LSA advocating on behalf of members to your Faculty or University.

Deakin Burwood

- Collecting information from students
- Would be great to have a template on internal advocacy regarding report writing etc;

UWA

- Monthly meetings between the LSS and the Associate Dean and other faculty members;
- Education meeting once a month between the Associate Dean and the various studie

ACU

- Petition aligned with a report and that led to a

ANU

- College tried to kill education run as a summer course, advocacy led to ANU

MacKillop

- Different experience to ACU Melbourne, faculty less inclined to engage with the Sydney campus;
- Faculty does not want to deal with the LSS/LSA, ALSA should advocate to the individual faculty;

Newcastle

- Cut of point, 3rd year law units can be brought into 2nd year where the student goes overseas in 3rd year, this affected people

Griffith Gold Coast

- Smaller size compared to Nathan (Brisbane) has led to less of a focus from the faculty;

Deakin Burwood

- Interested to know if LSS/LSA's have had success going past the law school in getting change at the faculty level;
- Tough competition in the market requires the faculty and the LSS/LSA to work together to enhance the product they offer students

UoA

- It's best to where the LSS/LSA's are struggling for support, it's good to find support within the law school through the various lecturers/staff that you have a good relationship with;

UWA

- Merit in going above faculty is stronger when the issue is more general than issues just affecting law students;

NDS

- ALSA should invest in a small LSS/LSA lobby to assist LSS/LSA in advocating with the faculty;

ANU

- Student reps on faculty boards excellent tool, as rather than tackling implemented policies, you can help shape them before they are accepted;

Melbourne University

- Good relationship with the faculty imperative;
- Need to get on the right meeting, no use having a voice at a meeting that doesn't actually get involved with day-to-day running of the school.

Alex BR

- What universities/LSS/LSA organise casual meet ups between the faculty and the students?

ANU

- We implement something along those lines

Griffith Gold Coast

- Students get to engage with lecturers through 8888

UWA

- Faculty and blackstone send out an email from both staff and LSS/LSA that tells students what going on not just for students; but also staff;

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- Wine and cheese night, faculty also involved with sports and faculty attend law ball

Notre Dame

- Mentor program established where faculty can establish a mentor with the students;

ANU

- Academic dinners run through the various college's, great way to get to know academics and establish cconnections;

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- Meeting between the faculty and LSS to establish a schedule so the faculty and LSS do not interfere

Deakin Burwood

- Does anyone engage with research/practice programs that works within the university?

ANU

- LSS engages with law reform centre.

Procurement: James Zhao

Minutes by Christian Slattery

Biggest expenditures and minimising costs
- UWS: Law ball and start of semester drinks
  - Drinks and canapes provided free, law ball ticketed to reduce costs.
  - Set membership ticket numbers and non-members (assists with budgeting)
  - Early-Bird pricing?
    - Notre Dam: Poor response to EB.
    - UWS: Staggered pricing structure throughout one-week. Well advertised to student body.
      - $120, $125, $130, $135.
      - Physical signups
        - 50/50 ratio. Online option once sold, then physical tickets
- Online publications reduced printing costs by 80%
  - Physical copy still desired though – suggestions?
    - JZ: student club provides funding ($6K).
    - Marketing division at law school prepared to assist
    - Discounts offered from printing houses for bulk orders and price matching.
    - Local TAFE can be far cheaper – try other locations.
    - Need to source lots of quotes and price match
    - Difficult to compromise on quality
    - Logos and sponsorship can help to minimise costs

Policies on procurement?
- 4 quote system across the board – select the cheapest without compromising quality
- 72 hour motion cutoff.
- 3 week turnaround for payments
- 5x5 fill up cards from Post offices – spending restricted to certain committee members (only Directors).
- Larger events must be confirmed well in advance.
- Retrospective motions in limited circumstances
- ALSA: Finance Officer responsible for double-checking prices.
- Melbourne: No retrospective motions, spending limited to within budgets, law ball preparations well-prior to the event to allow for price increases etc.

3rd party ticketing
- Q-Pay?

  - Startup
  - No physical membership cards necessary – app allows for discounts to be attached.
  - Cheaper than PayPal
  - Option to pass surcharge on to members…
  - ANU trialled last year, didn't work well.
  - Will build a customised platform for your event.
  - Very responsive.
  -
- PayPal + online ticketing system via own LSS website
- EventBrite
- Removed paid membership – acquired costs through fees throughout the year.

Outsourcing website creation and maintenance

- Brainiacs, but no continuity
- Professional firms: $20-30K.
- Advertised as a resume builder – Engineering/Law student as IT Officer.
- Run a competition for website design?

Publication Design?

- Outsourcing?
  - Expensive, so trained InDesign.
  - Purchased a design template ($300), because no guarantee on quality.
  - Cheap logos available from online providers (eLance)
  - Be wary of expensive updates due to a rigid backend system that is difficult to alter.
  - Approaching other faculties for interested students.

Auditing?

- NFP = review not an audit.

Merchandising

- Fair Trade hoodies
- Travel mugs didn't sell well.
- KeepCups, poor uptake perhaps due to timing. Negotiate with coffee shops nearby to offer discounted coffees for students with mugs.
- Jumpers available cheaply from America, but embroidery was cheaper.
- Random acts of kindness

Sponsorship

- Success in getting discounts from food outlets and coffee locations.
- Linking to brands via social media can also be useful.

Conference Convenor 2016 Report: Andrew Lonergan

ALSA's July Conference is confirmed to run from 4-10 July in Hobart. Registration will cost $900- unfortunately cost has been prohibitive due to location in Hobart.

Accommodation: Wrest Point Casino. Wrest Point will also host several events:

- Opening Gala
- Closing Gala
- Competition Semi Finals

Competitions: Conference committee have recommissioned a disused building at UTAS for the sole purpose of hosting competition heats. All heats will be held there. It is hoped that competition grand finals can be held at the Supreme Court of Tasmania.

Education: ALEFs are the Conference committee's next agenda item. Potential topics include:

- Antarctic Law Panel
- "Ice" Epidemic Panel
- Tasmanian Coroner- discussion on professional detachment

Socials:

- Opening cocktails- Wrest Point- food and drinks included
- Wednesday Night Cocktails- Hobart's "premier shed" in Salamanca- cocktails and canapes included
- Closing Gala- Wrest Point- 4 hours of drinks included

General Delegate Activities:

- MONA
- Cradle Mountain
- Wine Tasting
- Oyster Tasting

GD events will be at additional cost to prevent prohibitive registration costs.

Feedback:

Melbourne Uni- We'd really like to see a cost breakdown- to know that the money that our LSA is spending to send Councillors to Conference is not being used to subsidise alcohol fuelled events.

AL- I'm glad you've brought that up. We can definitely get our finance team to try to get a rough breakdown of the budget, but this raises a bigger issue that has been popping up for a while now, which is that there's very little standardisation of what is actually expected from a Conference Convenor. We really need to set out a standardised document that states what the Convenor will and won't be responsible for, because at this stage the Convenor plans a Conference around what the ALSA Council wants 18 months before it actually happens.

ACU St Patrick's- I understand where people are coming from but I would argue that the social aspects are really valuable- it's at the socials that you really get to connect with people in a less formal setting. Council discussions are too short to really talk about all the things we want to.

NDS- We also have to remember that Councillors aren't the only people at Conference- as a competitor, the socials are the only opportunity you have to relax and actually meet other students.

ANU- Is there a link between declining social investment and declining attendance?

JZ- The best way to advertise ALSA to all of you and your students is through Conference and the Conference experience- if we reduce our financial investment in Conference and don't offer these events, I really feel that there would be a follow on effect that your students wouldn't know or care about ALSA as much.

Newcastle- As Councillors, we put in long, hard days, and socials are a really nice way to relax when we're putting in such top-heavy days.

UWA- We definitely need socials, but we also need to take the cost impact into account. It doesn't seem that the social events are the issue, it's the focus on alcohol at these events- is there any reason we couldn't have a breakfast instead?

DLSS Burwood- Big boozy events might undermine the integrity of ALSA and the work they do. We don't need to necessarily mix the two- socials should be opt-in.

CS- The expectation of Conference shouldn't be what it brings to you personally, it's what you can bring back to your LSA, and maybe that needs to go on the agenda for discussion- the future of Conference.

Melbourne Uni- I'm not saying there shouldn't be social events, I'm all for socialising, but just not on the LSA's budget- The desire of some people to go drinking shouldn't bring up the cost for every attendee.

AB- Maybe the answer to that is to not make your LSA pay for it. Maybe tickets should be strictly "business" and then socials are at extra cost. You could have a "business ticket" which only covers cost to attend conference, and a "social" ticket which covers registration and socials. The fact of the matter is that Conference needs general delegates to attend otherwise we could never afford to run it, and GDs come for the parties. It also may be helpful to look at the financial investment in Conference as increasing value to your LSA by increasing your value as a person within that LSA.

Griffith Gold Coast- Maybe we shouldn't be having bar tabs at these events- we're all adults and we all know how to drink responsibly, and we all know that our responsibility at Conference is to our LSA. If you don't like a social, don't go, but don't remove the option for other people to go and have fun.

NDS- I like the idea of splitting tickets into "social tickets" and "business tickets".

PM- Just to clarify a few things:

- Socials and careers events are paid for directly through sponsorships, not through ticket costs- they are self-funding events
- If we remove these events, that money is not necessarily going to be funnelled directly back into other events or reducing ticket prices.

    - Firms don't necessarily say "Here's $10,000 to host an event of your choice"- they will pay for the event they want regardless of price
    - Removing a social event won't necessarily create a budget surplus
- We're definitely hearing you loud and clear about the prevalence of alcohol, so perhaps for Conference 2017 we'll look at reducing drinks packages and see how that impacts the budget
- We'd also like to discuss drafting a by-law outlining the exact purpose of the ALSA Conference and the Conference Convenor

AL- Conference would be the ideal time to do that.

Procedural motion: That all Councillors and ALSA Committee members keep language courteous at all times, and VPA amend standing orders to reflect such.

Moved: Paul Melican

Seconded: Cassandra Page

In favour: 34

Opposed: Nil

Abstentions: Nil

Working Paper 5- Paul Melican

PM elected not to discuss WP05 due to the implications of motions passed at the SGM. **September 2016 Council Bid: Flinders University**

Flinders University representatives noted that their Council bid was not fully fleshed out and may be subject to change.

Accommodation: Ibis hotel

- Likely to have sufficient rooms to hold all Councillors in one venue
- Likely to be most cost effective

Pre-Council Activities: Potential options include:

- Wine tour- McLarenvale and surrounds
- Mega Adventure Aerial Park

Venue: Flinders University

- Main campus is 20 minutes outside Adelaide CBD
- Secondary campus in CBD
- Investigating transport and hosting options
    - If hosted at main campus, buses or taxis would be required to and from the venue

Activities: In September Adelaide is hosting the OzAsia 10 year anniversary- similar to White Night, celebrating Asian culture in Australia

Cost: Unsure as yet

- Aim is to have a similar cost to February Council

Feedback:

Melbourne Uni: Is it possible to break down some costing options so that LSAs know where their registration costs are going? That way people would not be forced to subsidise social activities if their LSA was opposed to this. EG:

- One option for Council registration and social costs
- One option simply for Council registration without socials

AL: If you were to do that, would there be issues regarding confirmed numbers for cost purposes? Generally events can be proportionally cheaper if booking for more people, and the uncertainty of not knowing which Councillors are registering for socials and which aren't might make booking difficult.

  - PM reminded Councillors that the ALSA Executive are responsible for setting the Council agenda in consultation with Councillors. Flinders University representatives are talking about the structure of the weekend only, not about the Council meeting structure itself.

Wollongong: LSA/LSSs need to think of what personal cost their reps are bearing when they select them. If your LSA is concerned about Councillors drinking too much and not taking as much away from Council discussion as they might, they should remind their Councillors that it is their personal responsibility to ensure that they are engaged in Council, and it is our job as LSAs to be clear about what we expect from our Councillors on their return- for instance, you might get your delegate obliged to provide one or two page report on what they learned.
In terms of concerns about what will actually be discussed at Council, we as our LSS need to actively contribute to the Council Agenda.

PM- Just for a frame of reference, this Council cost $230 for registration. Roughly $20 of that cost went toward social events, the remainder was spent on the cost of hosting the Council meeting.

Motion:

That ALSA's September 2016 Council Meeting be held in Adelaide and hosted by Flinders University.

Moved: Paul Melican

Seconded: Cassandra Page

In favour: 32

Opposed: Nil

Abstentions:
Noted: Flinders University (x2)

Council Wrap Up: Paul Melican

Thank you to all of you for your engagement, feedback and input these past 3 days. I would encourage all of you to go back and write up a few hundred words on what you have learned this weekend and what you will take back to your committees, as well as to download and contribute working papers from the Council website to your committees for clarity.

In the next few weeks there will be a lot of information coming out, particularly about the knowledge sharing sessions.

The ALSA Executive are responsible for shaping the content of Council discussion, and in September 2015 the forthcoming committee was given a great deal of feedback about what then-Councillors wanted. As those Councillors have now changed, we'd love to hear any and all feedback from you about what you found useful and what you didn't. If you don't feel comfortable raising it now, or think of something later, please feel free to email president@alsa.asn.au or administration@alsa.asn.au with your comments.

Timing of Council:

In the past Council has run 10am – 5pm, however we have changed it to run 9am – 5pm. How have you found this?

PM proposed that at the July Council meeting, Council could run 9am – 6pm to ensure we fit everything in.

Newcastle- I wouldn't mind Council running until 6, but if we did that it would be better to have a 9.30am start if possible.

GN- I'm strongly against a 9am – 6pm Council. I think 9am – 5pm has been long enough. We might not necessarily get more out of it because we'll be exhausted and burned out.

ABR- Council is at Conference next – if we have events starting at 6pm – 6.30 pm it will be hard to go straight to events from Council. At the end of the day people want a shower and to get changed, and having Councillors tired and cranky and smelly won't be good for anyone

MO- It's very hard to set times this far out for July Council – it might be worth doing a survey closer to Conference time.

General feedback:

MS, UTS- Breakout sessions were of great value

GULS, Griffith Gold Coast, DLSS Burwood- Same-sized LSS breakout was probably the most beneficial

DLSS Burwood- Council discussion and consultation from the ALSA committee has been fantastic- I personally saw value within the first four hours of this weekend.

DLSS Geelong- Saw great value in general Council discussion**.** Really enjoyed the guest speakers and the variety they brought.

ANU- Felt the LegalSuper sessions was a bit uncomfortable and awkward- it was very one sided and didn't feel like we got a lot out of it. Also, some discussions, such as book discussion, went for too long on issues that weren't of the highest importance. Priority should go to larger issues in council discussion.

- PM clarified that had the ALSA Executive been fully aware of the nature of LegalSuper's presentation, they would not have been invited to present, and that steps would be taken to avoid a repeat of this in future.

UNSW- It would be great if the Agenda could be released earlier and updated on the website as it changed

- PM clarified that the intention was to have a live agenda but unfortunately due to technical issues it didn't work this time

NDS- Didn't mind the LegalSuper presentation- made a nice change of pace from other sessions. Suggested potential workshop for Conference could be on how to run a skills workshop.

Flinders Uni- Less a criticism of how Council was run and just a general comment, the staff at the hotel were quite rude and the facilities not kept to high standard. Convenors should keep in mind to perform due diligence at hotels beforehand.

- Convenors noted that some people had made them aware of issues, and encouraged Council to email any issues to them to be followed up with the hotel.

Wollongong- Agree that agenda should have been live. Acknowledged need for speaking time limits but suggested they be longer than 45 seconds per standing rules.

DLSS Burwood- Would it be possible for the future to get nametags to wear, in addition to the nametags on our tables? Lots of people lost or damaged theirs or moved around, and it would be good to be able to know each other's' names when outside the main Council room. Also agree that ALSA should confirm exactly what speakers will be presenting.

UTS- Agree with the name tag idea, and also maybe dedicate 5-10 minutes at the start of Council to introductions and icebreakers.

ANU- Standing orders need to be altered to allow time for responses

GULS- Agree that there needs to be time for responses during discussions. Perhaps using a three-tiered system of presentation-question-comment might be fairer?

Motion- To officially close the ALSA 2016 February Council Meeting at 3.05pm.

Moved: Paul Melican

Seconded: Cassandra Page

In favour: 34

Opposed: Nil

Abstentions: Nil

PM and the ALSA committee thanked all Councillors and wished them a safe trip home.