

**University of Melbourne Student Union
Advocacy & Legal Student Advisory Group
Minutes 10:30 am, 12.11.2014
Meeting 2 of Semester 2**

Chair: Phoebe Churches, Manager, Advocacy & Legal

1 Welcome and Procedural Matters

Phoebe welcomed all those in attendance. Special welcome to Alanna Smith, who started last week in the role as senior advocate.

1.1 Apologies

Jim Smith

1.2 Attendance

Phoebe Churches, Greta Hayward, Ashley McInnes, Nadia Di Battista, Alanna Smith, Hana Dalton, Nellie Montague.

1.3 Confirmation of previous minutes

Last meetings minutes were confirmed without amendment

2 A & L Service Reports

2.1 Advocacy case work

Phoebe included the July – September Advocacy Service Report with the meeting invitation, and the Advocacy Service User Survey. The service has conducted a user survey for the past several years. This is part of our contract obligations and accountability with the University. The results from this survey have been overall positive. A couple of students had referred to the GSA Advocacy service in their responses. Ashley asked if there is any external ombudsman that reviews our service as a contractual requirement, there is not.

2.2 Legal case work

Greta has closed a lot of files and has progressed with data entry, however this can be difficult at times as students take priority. Greta has had a number of sexual assault cases recently, these can be very time consuming.

There has been an increase of international students seeking migration advice. This may be due to International Student Services no longer having a migration agent. Phoebe would like to monitor the amount of migration enquiries and report this back to ISS.

Gave a talk for MUOSS on 25 September: provided information on PR.

The service recently went through a crosscheck, a requirement of the Federation of Community Legal Centres. In Touch, a Family Law CLC, crosschecked our service, it went well. Greta then had to complete a crosscheck at the Hume Riverina CLC in Wodonga.

2.3 Projects and initiatives

2.3.1 Research and other projects

- **Exam Support Stall and Peer Support Programs**
Nadia spoke about the two volunteer programs that the Advocacy service coordinates. The Exam Support Stall is currently down at the Royal Exhibition Building for students who have exams there. The Peer Support Program will start in early December when the first round of CUPC meetings take place. We usually get 20 – 30 volunteers for each program. All volunteers are fully trained by the Advocacy Service.
- **CUPC Walk-Through Video**
Nadia gave an update on this project. Unfortunately the video is not ready to show yet, the production company is in the final stages of editing and it should be complete by the end of the week. We will be able to promote and use the video for the CUPC meetings in December, and show it at our Peer Support training.
- **NACLC Accreditation of the Legal Service.**
The NACLC accreditation is almost complete. Once this is done we will be able to set up our volunteer program, hopefully early next year.

2.3.2 Call for interest in membership of a Legal Service Capacity Building Steering Committee.

Expressions of interest will be sent out soon. Anyone who is interested is welcome to contact Phoebe.

3 Reports from Student Office Bearers

No reports.

4 Other Business

- Ashley expressed interest in the Advocacy Service training GSA OB's who sit on faculty committees. Further discussions need to take place regarding this.
- It was mentioned about poorly constituted Academic Misconduct committees. Ashley is familiar with the University's HR requirements for interviews; these could be similar to the committee's constitutions. Phoebe said she could take this to the Advocacy Reference Group for further discussions.
- Hana expressed difficulty in making faculties aware of who to contact when they need student reps on committees. Nadia to follow this up with CUPC network.

5 Next Meeting

Next meeting will be held in 2015. Dates TBC.

6 Close

11.20 pm
