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Melbourne University
Law Students' Society

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Social Media Policy

As at 6 February 2016

I Purpose

The Melbourne University Law Students' Society ('MULSS') Social Media Policy ('Policy') defines the permissible Terms of Use for all 'MULSS Social Media'.

The Policy seeks to ensure the ongoing utility of MULSS Social Media as an effective means of communication between the MULSS Committee and MULSS Members. It seeks to ensure that all use of MULSS Social Media is conducted in a productive and courteous manner that is respectful of all Users, at all times.

II Scope

All Users of MULSS Social Media agree to be bound by the Terms of this Policy, as may be amended from time to time by the MULSS Executive Committee.

For the purposes of this Policy, a 'User' is any person who views, participates in or otherwise engages with any form of MULSS Social Media, whether involved in the creation of content or not. Users include, but are not limited to, all MULSS Members.

For the purposes of this Policy, 'MULSS Social Media' includes all media accounts created by the MULSS, whether publicly accessible or restricted to the Melbourne Law School ('MLS') Juris Doctor ('JD') cohort. 'MULSS Social Media' also includes any other platform of communication facilitated by the MULSS that permits individual Users to publish content independently.

In particular, MULSS Social Media includes, but is not limited to, the following:

Media Platform	URL
MULSS Website, including the MULSS Photo Bank	http://mulss.com
MULSS Facebook Page	https://www.facebook.com/MelbUniLSS
MULSS JD Year-Level Facebook Groups (First, Second and Third-Year)	N/A
MULSS Newsletter – 'The LSS Weekly'	N/A
MULSS Twitter account	https://twitter.com/melbunilss
MULSS YouTube account	https://www.youtube.com/channel/UCKIm1z1IPQeIMki4vAjmM3A
MULSS Instagram account	https://instagram.com/mulsslaw/

Nothing in this Policy undermines or limits the operation of any other applicable Social Media Policy, Code of Conduct or other similar guideline produced by MLS or the University of Melbourne, nor their application to MULSS Members in any way.

III Terms of Use

A Standard of content and appropriate online behaviour

All Users are individually responsible for all posts, comments and other content they create on MULSS Social Media.

Healthy discourse that facilitates the educational, professional, social and equitable aims and purposes of the MULSS, as defined in the MULSS Constitution, is central to all publications of the MULSS, including its Social Media. The active exchange of ideas, discussion and debate is encouraged on MULSS Social Media, where undertaken in a respectful and constructive manner.

When using MULSS Social Media, Users are expected to engage with one another and to post in a respectful and courteous manner, consistent with the Terms of this Policy and with the relevant Terms and Conditions of the social media platform in use.

Users are encouraged to treat MULSS Social Media as an extension of the MLS environment. All use of MULSS Social Media should be of a standard acceptable to all members of the MLS community. Users should not post, comment or otherwise engage with MULSS Social Media in a manner that would be considered inappropriate or unacceptable in-person.

Users may be held personally liable to others for any defamatory, derogatory, harassing, discriminatory or otherwise inappropriate comments or remarks, both under the Terms of this Policy and under any other applicable law, policy, code of conduct or other similar guideline. Users should be aware that any and all content created by them on MULSS Social Media may be publicly viewable, regardless of its original forum and even after it has been removed.

All Users should ensure that information posted on MULSS Social Media is both accurate and up to date. Any mistakes made should be acknowledged and rectified as soon as possible. Users should refrain from posting speculative information or rumours that are known, or should be known, to be false. All Users must respect all intellectual property laws and be mindful of such restrictions when creating online content.

B Excessive Use

Users must refrain from excessive publication of content on MULSS Social Media. In particular, MULSS Committee Members will refrain from excessive promotion of MULSS initiatives, events, lectures, publications or other activities. Excessive use will be assessed by the MULSS Communication Director(s) according to the Purpose of this Policy, as detailed above.

IV Management of MULSS Social Media Accounts

The MULSS President and MULSS Communication Director(s) are ultimately responsible for the administration of all MULSS Social Media. In particular, the MULSS Communication Director(s) is responsible for the regular maintenance, monitoring, and moderation of all MULSS Social Media, in conjunction with the relevant Administrators. The Administrators may appoint any member(s) of the MULSS Leadership Team as an additional Administrator(s) for the relevant Social Media, as necessary.

Posts on MULSS Social Media, whether by Administrators or other Users, do not necessarily reflect the views or policies of the MULSS, MULSS Committee or MULSS Members, unless otherwise

stated. Nevertheless, MULSS Committee Members must be mindful that, by virtue of their position, their personal views may be misunderstood as expressing MULSS positions. If unsure of the potential reception of any post or other online content, MULSS Committee Members are encouraged to speak with the MULSS President or Vice-Presidents before publication.

A Administrators of MULSS Social Media

The '**Administrators**' of MULSS Social Media accounts are constituted as follows:

Social Media Platform	Administrators
MULSS Website; MULSS Facebook Page; and all other MULSS Social Media	MULSS President
	MULSS Communication Director(s)
	MULSS IT Officer
	Members of the MULSS Leadership Team appointed as necessary
MULSS JD Year-Level Facebook Groups	MULSS President
	MULSS Communications Director(s)
	Respective MULSS Year-Level Representative
	Members of the MULSS Leadership Team appointed as necessary

B Membership of JD Facebook Groups

The Administrators of the MULSS JD Year-Level Facebook Groups are responsible for maintaining and monitoring the membership of their respective Groups. All MLS JD students who commenced as first-year students in a particular cohort, or who have since deferred or otherwise extended their degree such that they are undertaking a majority of core JD subjects in that particular cohort, are eligible for membership to that cohort's MULSS JD Year-Level Facebook Group. Any MULSS Committee Member or other MLS student that wants access to any MULSS JD Year-Level Facebook Group to promote information relevant that year level may be added for as long as deemed necessary by the relevant Administrators.

The Administrators reserve the right to remove any person from a JD Year-Level Facebook Group where ineligible for membership.

V Breach of Policy and Feedback

A Breach of Policy

Users are expected to exercise personal responsibility when using MULSS Social Media and intervention by the MULSS will be taken only where deemed absolutely necessary.

Users should report any potential breach of the Terms of this Policy to the MULSS Communication Director(s) via email to lss-communications@lists.unimelb.edu.au. Emails should feature the subject line: "*MULSS Social Media Policy – Potential Breach*", as well as the User's student number for enrolment confirmation. Users are encouraged to provide as much information and detail as possible, such as active hyperlinks or screenshots. All reports received will be investigated as soon as possible by the Administrators of the relevant Social Media account.

The Administrators reserve the right to remove inappropriate content from MULSS Social Media. Material in breach of the Terms of this Policy will be removed, and material under investigation may be removed where deemed necessary by the Administrators. The Administrators reserve the right to ban Users from using MULSS Social Media, where considered appropriate after an investigation.

Where a User has breached or threatens to breach the terms of Excessive Use, the MULSS Communication Director(s) will notify the User of their impugned conduct and issue the User with a warning against excessive use. Should the User continue to publish content on MULSS Social Media in an excessive manner, they will be banned from the relevant media for a reasonable period, to be determined by the relevant Administrators. The Administrators reserve the right to permanently ban any User who persistently breaches the terms of Excessive Use from the relevant Social Media.

Conduct that breaches this Policy may also breach University rules relating to student conduct (see [Statute 13.1 – Student Discipline](#)). Where the Administrators believe that there may be a breach of a relevant University rule, they may refer the matters, with all relevant documentation including email correspondence, to the Assistant Dean (Teaching & Learning), and to other Faculty members as necessary. Matters may also be referred when they escalate beyond the scope of responsibility of the MULSS.

Conduct that breaches the University rules is conduct that falls under the rules' definition of "general misconduct" which includes, but is not limited to, conduct or behaviour by a student which-

- a. causes injury to any person or which endangers the safety of any person;
- b. interferes with, endangers or causes damage to, or loss of, any property or facilities owned or controlled by the University or owned or controlled by any person whilst such property or facilities are lawfully on any University premises;
- c. disrupts any University activity or inhibits the ability of any person to participate in any University activity on or off University premises;
- d. is in breach of a statute or regulation of the University;
- e. is in breach of a written code of practice, policy or procedure of the University which provides that such breach is to be dealt with under this statute;
- f. is a failure to comply with any reasonable direction or request of a senior officer or any reasonable direction or request of a security officer employed or contracted by the University where that direction or request is in furtherance of safety or good order or to ensure compliance with a statute or regulation or written code of practice, policy or procedure of the University;
- g. causes any person on or in the immediate vicinity of any University premises on reasonable grounds to feel intimidated, threatened or in fear of being attacked or to hold reasonable fears for his or her safety or physical or psychological well-being;
- h. is lewd or obscene;
- i. involves:
 - i. impersonating another person or relying on the academic record or immigration papers or any other material of another person or persons;
 - ii. concealing, misrepresenting or withholding, the whole or part of a student's academic record or using forged, false, falsified or incomplete evidence of academic standing; or

- iii. using incorrect, incomplete or misleading documentation related to immigration status or in connection with immigration requirements,
in order to seek a non-academic advantage at the University or elsewhere;
- j. incites or persuades any other person to engage in behaviour or conduct which amounts to general misconduct; or
- k. occurs in a situation where the student is a member of a group which engages in general misconduct of the kind described above and the student has not taken all reasonable steps to dissociate from the group as soon as practicable after becoming aware of the group conduct.

B Feedback

All queries, comments, suggestions or concerns about the Terms of this Policy should be directed to the MULSS Communication Director(s), via email to lss-communications@lists.unimelb.edu.au. Emails should include the subject line: "*MULSS Social Media Policy – Feedback*" and the User's student number for enrolment confirmation.