

**CONSTITUTION**  
**UNIVERSITY OF TECHNOLOGY**  
**SYDNEY**

**STUDENTS' ASSOCIATION**

**AS ADOPTED BY UNIVERSITY COUNCIL**

**SEPTEMBER, 1990**

**AMENDED**

**NOVEMBER 1992**

**MARCH 1995**

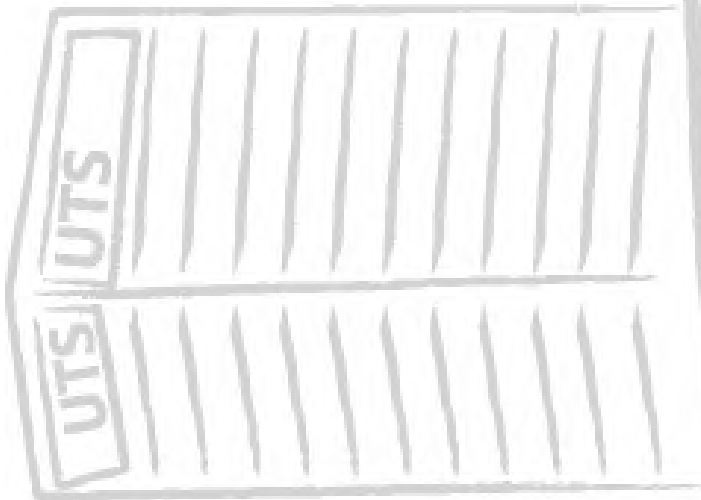
**JUNE 2004**

**BY-LAWS and REGULATIONS ATTACHED**

**TABLE OF CONTENTS**

<b>PART 1</b>	<b>PRELIMINARY</b>	<b>4</b>
<b>PART 2</b>	<b>OBJECTIVES</b>	<b>5</b>
<b>PART 3</b>	<b>THE STUDENTS' REPRESENTATIVE COUNCIL</b>	<b>5</b>
<b>PART 4</b>	<b>MEMBERSHIP OF THE STUDENTS' REPRESENTATIVE COUNCIL</b>	<b>6</b>
<b>PART 5</b>	<b>AUTHORITY AND RESPONSIBILITY OF THE COUNCILLORS AND THE STUDENTS' REPRESENTATIVE COUNCIL</b>	<b>7</b>
<b>PART 6</b>	<b>ELECTION TO THE STUDENTS' REPRESENTATIVE COUNCIL</b>	<b>8</b>
<b>PART 7</b>	<b>MEETINGS OF THE STUDENTS' REPRESENTATIVE COUNCIL</b>	<b>8</b>
<b>PART 8</b>	<b>EXTRAORDINARY MEETINGS OF THE STUDENTS' REPRESENTATIVE COUNCIL</b>	<b>9</b>
<b>PART 9</b>	<b>MEMBERSHIP OF THE EXECUTIVE OF THE ASSOCIATION</b>	<b>10</b>
<b>PART 10</b>	<b>AUTHORITY AND RESPONSIBILITY OF THE EXECUTIVE</b>	<b>10</b>
<b>PART 11</b>	<b>CAMPUS COMMITTEES</b>	<b>13</b>
<b>PART 12</b>	<b>MEMBERSHIP OF CAMPUS COMMITTEES</b>	<b>14</b>
<b>PART 13</b>	<b>ELECTION TO THE CAMPUS COMMITTEES</b>	<b>14</b>
<b>PART 14</b>	<b>CASUAL VACANIES ON CAMPUS COMMITTEES</b>	<b>15</b>
<b>PART 15</b>	<b>RIGHTS AND RESPONSIBILITIES OF CAMPUS COMMITTEE MEMBERS</b>	<b>15</b>
<b>PART 16</b>	<b>REMOVAL OF CAMPUS COMMITTEE MEMBERS</b>	<b>16</b>
<b>PART 17</b>	<b>OFFICERS OF THE CAMPUS COMMITTEES</b>	<b>16</b>
<b>PART 18</b>	<b>AUTHORITY AND RESPONSIBILITY OF MEMBERS OF CAMPUS COMMITTEE EXECUTIVES</b>	<b>16</b>

<b>PART 19</b>	<b>CAMPUS GENERAL MEETINGS AND CAMPUS RESOLUTIONS OF THE ASSOCIATION</b>	
	<b>CAMPUS GENERAL MEETINGS</b>	<b>17</b>
	<b>CAMPUS RESOLUTIONS</b>	<b>18</b>
<b>PART 20</b>	<b>STANDING COMMITTEES OF THE ASSOCIATION</b>	<b>20</b>
<b>PART 21</b>	<b>FINANCE</b>	<b>21</b>
<b>PART 22</b>	<b>AUDITORS</b>	<b>21</b>
<b>PART 23</b>	<b>MISCELLANEOUS</b>	<b>22</b>
<b>ATTACHED</b>		
	<b>BY – LAWS</b>	<b>24</b>
	<b>ELECTION REGULATIONS</b>	<b>31</b>



STUDENTS,  
ASSOCIATION



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**PART 1  
PRELIMINARY**

- 1.1 Name: The name of the organization shall be the University of Technology, Sydney Students' Association.
- 1.2 Definitions:
- 1.2.1 'Primary place of study' means the Campus at which a student spends the greatest amount of time in enrolled classes.
- 1.2.2 'Association' means the Students' Association of the University of Technology, Sydney.
- 1.2.3 'University' means the University of Technology, Sydney.
- 1.2.4 'Council' means the Council of the University of Technology, Sydney.
- 1.2.5 'Term of Office' means: for an elected representative the period between the appointment of the representative after their election and the appointment of representatives at the subsequent election; and for ex-officio members the period between their accepting a position up until the expiry of the conditions that enabled the appointment.
- 1.2.6 'Campus' means any Campus of the University of Technology, Sydney.
- 1.2.7 'Returning Officer' means the person appointed to oversee the conduct of elections in accordance with this constitution and the Students' Association Electoral Regulations.
- 1.2.8 'Semester week' means a period of seven days during which the University is in session, from Sunday to Saturday.
- 1.2.9 'Notice Boards' mean the official notice boards of the University.
- 1.2.10 'First past the post' means the voting method by which the candidate/s who receive the greatest number of non-preferential votes are elected to the position/s.
- 1.2.11 'Postgraduate student' means a member undertaking a postgraduate course as defined by the University.
- 1.2.12 'Overseas student' means a member holding an overseas student visa.
- 1.2.13 'Officer' means those members of the Students' Representative Council elected by a specific population of members other than a population defined by a 'primary place of study' or a person appointed to such position by the Students' Representative Council.
- 1.2.14 'Campus Convenor' means the person elected under Clause 12.1.1 and with the duties as described under Clause 18.2 of this constitution.
- 1.2.15 'Campus Secretary' means the person elected under Clause 12.1.2 and with duties as described under Clause 18.3 of this constitution.
- 1.2.16 'Campus Resolution' means a vote of students on all Campuses of the University in accordance with the rules as established under Clauses 19.13 to 19.26 of this Constitution.
- 1.2.17 'Women's Committee' means the committee as defined under Clause 20.5 of this constitution.
- 1.2.18 'Overseas Students' Committee' means the committee as defined under Clause 20.4 of this constitution.
- 1.2.19 'Academic Board' means the board as defined in the University of Technology, Sydney Act 1989.

5  
SA CONSTITUTION

1.3 Membership:

- 1.3.1 Persons who are registered students of the University shall be members of the Association.
- 1.3.2 A person ceases to be a member of the Association when they cease to be a registered student of the University.

**PART 2  
OBJECTIVES**

The objectives of the Association shall be:

- 1.1 To identify, advance and promote the interest of the students of the University.
- 1.2 To facilitate the tertiary education of the students of the University.
- 1.3 To afford a recognised means of communication between the students and the academic and administrative arms of the University.
- 1.4 To represent or arrange representation of any student or group of students before any authority of the University or otherwise.
- 1.5 To support students, affiliated student organizations and other appropriate bodies within the University.
- 1.6 To provide students with goods, services and information relevant to their tertiary education.
- 1.7 To promote the active participation of students in, and the consideration of, matters affecting their interests.
- 1.8 To concern itself with any other matter incidental to the above objectives.

**PART 3  
THE STUDENTS' REPRESENTATIVE COUNCIL**

- 3.1 The management and control of the Association shall be vested in the Students' Representative Council.
- 3.2 Without detracting from the generality of Clause 3.1, the Students' Representative Council shall be empowered to:
  - 3.2.1 make decisions that are not inconsistent with this constitution.
  - 3.2.2 enter into and make agreements with whomever and in whatever fashion it deems fit;
  - 3.2.3 to investigate complaints and grievances and to take such action as is deemed necessary in the interests of a member or members of the Association;
  - 3.2.4 to determine and direct the policy of the Association in all matters affecting the interests of its members and to direct any subsequent action;
  - 3.2.5 to obtain any office or building for the purposes of the Association;
  - 3.2.6 to purchase, hire or otherwise acquire any property, real or personal, necessary for the purposes of the Association, and dispose of it, as may be deemed desirable, in the interests of the Association;
  - 3.2.7 to determine the form of any action deemed necessary in the interests of the general welfare of the Association or of its members and to take that action;

6  
SA CONSTITUTION

- 3.2.8 to recommend affiliation or federation with any other body or association;
  - 3.2.9 to submit questions to members of the Association;
  - 3.2.10 to set up any committees to advise the Students' Representative Council on particular matters;
  - 3.2.11 establish its own body of rules and regulations by way of policy resolutions governing all aspects of the Students' Representative Council operations.
- 3.3 The Students' Representative Council may make By-Laws not inconsistent with this Constitution, subject to the requirements that:
- 3.3.1 a By-Law may be enacted by a two-thirds majority of all members of the Students' Representative Council at that time entitled to be present at a Students' Representative Council meeting;
  - 3.3.2 copies of By-Laws and amendments to By-Laws shall be displayed on Notice Boards for a period not less than 28 days and shall not take effect for 28 days after enactment; and
  - 3.3.3 The Secretary shall maintain a list of all By-Laws in force from time to time and shall cause this list to appear as an appendix to the Constitution.
- 3.4 The Executive as determined in Clause 9.1 or any three members thereof may act on behalf of the Students' Representative Council in instances of emergency or in the day-to-day operation of the Association.

**PART 4**  
**MEMBERSHIP OF THE STUDENTS' REPRESENTATIVE COUNCIL**

- 4.1 The following persons shall be members of the Students' Representative Council:
- 4.1.1 The elected President, Treasurer and Secretary;
  - 4.1.2 The Campus Convenor and a nominated member of each Campus Committee;
  - 4.1.3 The Student member of University Council;
  - 4.1.4 A student member of Academic Board to be elected by the Student Representatives on Academic Board;
  - 4.1.5 A Women's Officer elected by and from members who are women;
  - 4.1.6 An Overseas Students' Officer elected by and from members who are Overseas students;
  - 4.1.7 A Postgraduate student elected by and from members who are postgraduates; and
  - 4.1.8 A total of ten student councillors, elected from the general student population.
  - 4.1.9 An Aboriginal and Torres Strait Islander (ATSI) officer, elected by and from members who are Australian Indigenous.

- 4.2 Membership of the Students' Representative Council shall continue unless terminated by:
- 4.2.1 the receipt of a notice of resignation signed by the resigning member; or
  - 4.2.2 the adoption of a resolution by the Students' Representative Council under Clause 5.9 of this constitution; or
  - 4.2.3 the termination of a member's registration at the University; or
  - 4.2.4 the expiry of the term of office which shall be deemed to expire at 4pm on the first Sunday in December.
- 4.3 A Councillor who holds their position on the Students' Representative Council by virtue of their membership of University Council or Academic Board shall cease to be a member of the Students' Representative Council at the time of the expiry of their membership of that body.

**PART 5**  
**AUTHORITY AND RESPONSIBILITY OF THE COUNCILLORS AND THE STUDENTS' REPRESENTATIVE COUNCIL**

- 5.1 Subject to the provisions of this part each Councillor shall attend meetings of the Students' Representative Council;
- 5.2 Each Councillor shall have the right to move or second motions at the said meetings;
- 5.3 Each Councillor shall undertake to:
- 5.3.1 abide by the constitution of the Association;
  - 5.3.2 communicate matters affecting the interests and welfare of the students to the Students' Representative Council;
  - 5.3.3 protect and further the interests and welfare of all members of the Association;
  - 5.3.4 assist in the implementation of the directives of the Student Representative Council; and
  - 5.3.5 provide to the Secretary a written apology or otherwise show in writing the reasons for which they were unable to attend meetings of the Students' Representative Council.
- 5.4 Each Councillor who holds an ex-officio position on the Students' Representative Council by virtue of their membership of a Campus Committee shall undertake to:
- 5.4.1 convey the directives of the Students' Representative Council to the Campus Committee; and
  - 5.4.2 represent to the Students' Representative Council the concerns and resolutions of the Campus Committee.
- 5.5 Each Councillor who holds an ex-officio position on the Students' Representative Council by virtue of their membership of either Council or Academic Board shall undertake to:

- 5.5.1 report to the Students' Representative Council matters which affect the interests and welfare of the Association and its members. The obligation to report shall be waived by the Students' Representative Council in the event that an issue was confidential or discussed in-camera at the forum;
  - 5.5.2 present the views of the Students' Representative Council to either University Council or Academic Board as appropriate;
  - 5.5.3 attend meetings of either the Council and Academic Board as appropriate and to inform the Secretary of the Association if they are unable to attend so that an observer may be arranged.
- 5.6 The Overseas Students' Officer shall:
- 5.6.1 be convenor of the Overseas Students' Committee;
  - 5.6.2 represent the views of the Overseas' Students Committee to the Students' Representative Council;
  - 5.6.3 act on all directives of the Overseas Students' Committee.
- 5.7 The Women's Officer shall:
- 5.7.1 be convenor of the Women's Committee;
  - 5.7.2 represent the views of the Women's Committee to the Students' Representative Council;
  - 5.7.3 act on all directives of the Women's Committee.
- 5.8 The Postgraduate Students' Representative shall represent the views of the postgraduate students to the Students' Representative Council.
- 5.9 The Aboriginal and Torres Strait Islander (ATSI) officer shall represent the views of Australian Indigenous students to the Students' Representative Council.
- 5.10 The Students' Representative Council shall be empowered to remove any member of the Students' Representative Council, other than President where an absolute majority vote of members of the Students' Representative Council has determined that a member has absented themselves from two consecutive meetings unless their absence is excused by the Students' Representative Council either at one of those meetings or before those meetings are held.

**PART 6**  
**ELECTION TO THE STUDENTS' REPRESENTATIVE COUNCIL**

- 6.1 The election of members of the Executive and the Students' Representative Council shall be conducted every year in Spring Semester by means of a secret ballot of all members of the Association in accordance with the procedures set out in the Association Council Election Regulations.

Note: Clause 6.1 will not apply with regards to the election of the ATSI officer for the 2004 year. This election to take place in the autumn semester with re-election for the 2005 year to take place in tandem with the general 2005 student elections in the 2004 spring semester.



**PART 7**  
**MEETINGS OF THE STUDENTS' REPRESENTATIVE COUNCIL**

- 7.1 The Students' Representative Council shall meet at least once every calendar month whilst the University is in session.
- 7.2 Meetings of the Students' Representative Council shall be held for the purposes of:
- 7.2.1 raising and resolving issues in accordance with the objectives of the Association;
  - 7.2.2 furthering the day to day business of the Association;
  - 7.2.3 resolving such matters as they arise which may affect the members of the Association;
  - 7.2.4 deciding the policy of the Association on all matters other than those resolved by a Campus Resolution of the Association; and
  - 7.2.5 determining any other matter that falls within the powers of the Students' Representative Council.
- 7.3 The Secretary shall provide to all members of the Students' Representative Council at least seven days notice in writing of the time, place and agenda for each meeting of the Students' Representative Council.
- 7.4 Quorum for an ordinary meeting of the Students' Representative Council shall be one half of all the members who have not apologised in writing plus one.
- 7.5 Notwithstanding Clause 7.4, no meeting of the Students' Representative Council shall proceed with less than seven members of the Students' Representative Council.
- 7.6 In event of quorum not being present for ordinary meetings of the Students' Representative Council after thirty minutes from the notified time for the start of the meeting, the meeting shall adjourn until a date and time agreed upon by those present when the meeting shall re-convene.
- 7.7. Meetings of the Students' Representative Council are open to all members of the Association, who may attend as observers.
- 7.7 Meetings of the Students' Representative Council may be held on any Campus of the University of Technology, Sydney.
- 7.8 The President shall act as chairperson for all meetings of the Students' Representative Council. In the absence of the President, the meeting shall elect a chairperson.

**PART 8**  
**EXTRAORDINARY MEETINGS OF THE STUDENTS' REPRESENTATIVE COUNCIL**

- 8.1 Extraordinary meetings of the Students' Representative Council may be requisitioned by the submission of a notice to the Secretary signed by either a

10  
SA CONSTITUTION

majority of the executive or no less than ten members of the Students' Representative Council.

8.1.1 Such notice should specify the agenda item for the meeting which shall form the only item of discussion;

8.1.2 If upon the receipt of the notice the Secretary fails to convene the said meeting the petitioners may so convene it.

8.2 No less than twenty-four hours notice shall be given to all Councillors of an Extraordinary Meeting of the Students' Representative Council.

8.3 Quorum for an Extraordinary meeting of the Students' Representative Council shall be one half of all the members who have not apologised in writing plus one.

8.4 Notwithstanding Clause 8.3, no meeting of the Students' Representative Council shall proceed with less than seven members of the Students' Representative Council.

**PART 9  
MEMBERSHIP OF THE EXECUTIVE OF THE ASSOCIATION**

9.1 The Executive shall consist of:

9.1.1 The President

9.1.2 The Education Vice-President

9.1.3 The Treasurer

9.1.4 The Secretary

9.1.5 The Assistant Secretary

9.2 The Education Vice-President and the Assistant Secretary shall be elected from the members of the Students' Representative Council at the first meeting of the Students' Representative Council following the Annual Elections held pursuant to the Association Election regulations.

9.3 Membership of the Executive shall continue unless terminated by:

9.3.1 the receipt by the Secretary of a notice of resignation signed by the resigning member; or

9.3.2 the adoption of a resolution of either the Association or the Students' Representative Council under Clause 5.9 of this constitution; or

9.3.3 the termination of their enrolment at the University; or

9.3.4 the expiry of their term of office which shall be deemed to expire at 4pm on the first Sunday in December.

**PART 10  
AUTHORITY AND RESPONSIBILITY OF THE EXECUTIVE**

10.1 The Executive is responsible for the day to day operation of the Association;

10.1.1 subject to policy and direction from the Students' Representative Council;

11  
SA CONSTITUTION

- 10.1.2 only as is consistent with the constitution;
- 10.1.3 in consultation with relevant employees of the Association.

10.2 A meeting of the Executive may be called by any two of its members after all reasonable attempts to notify all Executive members and Officers of the Association.

10.3 At least 24 hours notice shall be given for Executive Meetings.

10.4 A meeting of the Executive may be held with less than 24 hours notice only after every reasonable attempt has been made to notify all Executive members and Officers of the Association.

10.5 All members of the Students' Representative Council and all Officers of the Association shall be allowed to observe and speak at meetings of the Executive.

10.6 The President shall act as Chairperson of meetings of the Executive. In the absence of the President the meeting shall elect a chair.

10.7 At a meeting of the Executive three persons constitute quorum.

10.8 The Secretary shall arrange for minutes of all meetings and copies of resolutions of the Executive to be tabled at the next meeting of the Students' Representative Council.

10.8 The President shall:

10.8.1 act as Chairperson of the Students' Representative Council;

10.8.2 act as Chairperson of meetings of the Association

10.8.3 be responsible for ensuring that the directives of the Students' Representative Council are properly enacted;

10.8.4 act as the Chairperson of all meetings of the Executive;

10.8.5 along with the Treasurer and any relevant staff members the Association so employs, be responsible for the proper management of the offices, equipment and accounts of the Association;

10.8.6 along with the Secretary and any relevant staff members the Association so employs, be responsible for ensuring that the records of the Association and the Students' Representative Council are properly maintained;

10.8.7 liaise with community groups and organizations to promote the interests and welfare of students;

10.8.8 when and where deemed necessary, represent the interests of any student or students to any authority;

10.8.9 take such decisions as are deemed to be necessary, in the absence of either Students' Representative Council or Executive directives or policy, to further the Objectives of the Association;

10.8.10 be available for student consultations on any matter relating to the welfare of students at the University;

10.9.11 provide a written report outlining the President activities to every ordinary meeting of the Students' Representative Council.

10.9 The Education Vice-President shall:

- 10.9.1 be responsible for matters directly or indirectly affecting the education members of the Association;
- 10.9.2 act as Chairperson of the Equal Opportunity Committee;
- 10.9.3 in the Presidents absence or desire not to so act, assume the position of Chairperson at meetings of the Association;
- 10.9.4 shall be recognised means of communication between the students and the academic and non-academic staff relating to the educational welfare of the members of the Association;
- 10.9.5 be available for student consultations of matters affecting the educational interests of any member of the Association; and
- 10.9.6 provide a written report on the President's activities to every general meeting of the Students' Representative Council.

10.10 The Treasurer shall:

- 10.10.1 ensure that all monies owing to the Association are properly collected and accounted for;
- 10.10.2 advise the Students' Representative Council or the Association on matters relating to the correct and proper expenditure and investment of monies;
- 10.10.3 ensure that monies are expended or invested as the Students' Representative Council directs;
- 10.10.4 in conjunction with such staff members as the Association so employs, account for the correct and proper expenditure of monies;
- 10.10.5 act as Chairperson of the Finance Committee;
- 10.10.6 where necessary assist affiliated bodies in the preparation of their annual budgets or in the proper recording of their incomes and expenditures.
- 10.10.6 inspect at the Treasurer's discretion such books, accounts, budgets or other financial documents of affiliated bodies as deemed necessary by the Treasurer;
- 10.10.7 in conjunction with such staff members as the Association so employs, keep an account of all receipts and expenditures of the Association to be maintained in such a manner as is prescribed by the appointed Auditors of the Association;
- 10.10.8 in conjunction with such staff members as the Association so employs, prepare and submit all books and statements of accounts to the appointed Auditors of the Association and to ensure that such records are a true and fair record of the financial transactions that have taken place in the preceding year;
- 10.10.9 prepare, submit and cause to be published in accordance with 22.7, a statement of the financial position of the Association;
- 10.10.10 provide written reports on their activities to the Students' Representative Council on request; and
- 10.10.11 perform any other duties related to the Treasurer's portfolio.

10.11 The Secretary shall:

- 10.11.1 ensure that all members of the Association, Students' Representative Council and the Executive are:

- 10.11.1.1 properly notified of meeting times and places as required by this constitution;
  - 10.11.1.2 have adequate records of such meetings;
  - 10.11.1.3 prepare agendas for such meetings at least twenty-four hours prior to such meetings
  - 10.11.1.2.1 in receipt of adequate notice of elections, resignations, casual vacancies, and or notices deemed necessary by the Students' Representative Council;
  - 10.11.2 keep or cause to be kept the minutes of all meetings within the Association;
  - 10.11.3 in conjunction with such staff members as the Association so employs, be responsible for the correspondence of the Association, the preparation of a correspondence listing for each meeting of the Students' Representative Council, and ensuring that all correspondence is properly carried out in accordance with the directives of the Students' Representative Council;
  - 10.11.4 in conjunction with the President, be responsible for ensuring that the records of the Association are properly maintained;
  - 10.11.5 in conjunction with the Returning Officer, be responsible for the collection of all nominations for elections deemed necessary by the Students' Representative Council;
  - 10.11.6 in conjunction with such staff members as the Association so employs, assist where necessary any affiliated body in the proper keeping of the records of that body.
- 10.12 The Assistant Secretary shall assist the Secretary.

## **PART 11 CAMPUS COMMITTEES**

- 11.1 The Association shall facilitate and support the establishment of the following standing committees of the Students' Representative Council:
- 11.1.1 Broadway Campus Committee;
  - 11.1.2 Kuring-gai Campus Committee;
  - 11.1.3 Markets Campus Committee;
  - 11.1.4 Northern Campus Committee.
- 11.2 Campus Committee
- 11.2.1 the Association shall dissolve any Campus Committee in the event of the University commencing teaching on any new Campus;
  - 11.2.2 the Association may establish a Campus Committee in the event of the University commencing teaching on any new Campus.
- 11.3 The Campus Committee may concern itself with:
- 11.3.1 representing student interest in regard to any educational issues relevant to the Academic units based at the Campus;
  - 11.3.2 representing student interest in regard to the facilities available to students at the Campus;

- 11.3.3 encouraging the active participation of the students enrolled at that Campus in matters affecting their interests.
- 11.3.3 The effectiveness of the Students' Association's services on that particular Campus.
- 11.3.4 Any other matter relevant to the student population at that Campus.

**PART 12**  
**MEMBERSHIP OF CAMPUS COMMITTEE**

- 12.1 Each Campus Committee shall consist of:
  - 12.1.1 A Campus Convenor elected from and by students whose primary place of study is the Campus;
  - 12.1.2 A Campus Secretary elected from and by the students whose primary place of study is the Campus;
  - 12.1.3 Ten General Representatives elected from and by students whose primary place of study is the Campus.
    - 12.1.3.1 except that the Northern Campus Committee shall be comprised of five general representatives from the Gore Hill Campus and five general representatives from the St. Leonards Campus
  - 12.1.4 a Women's Representative elected by and from women members whose primary place of study is the Campus;
  - 12.1.5 Students' Representatives on a Faculty Board whose Primary place of study is the Campus;
    - 12.1.5.1 All Students' Representatives on Faculty Boards shall be notified in writing by the Secretary of the Students' Representative Council of their eligibility for membership of the applicable Campus Committee at the time of their election or appointment and shall be allowed three weeks to accept the offer.
- 12.2 Membership of the Campus Committee shall continue unless terminated by:
  - 12.2.1 the receipt by the Campus Secretary of a notice of resignation signed by the resigning member; or
  - 12.2.2 the adoption of a resolution by the Campus Committee under Clause 16.1 of this constitution; or
  - 12.2.3 the termination of a member's registration at the University; or
  - 12.2.4 in the case of a Faculty Board representative, the termination of their membership of the Faculty Board; or
  - 12.2.5 in the case of a General Representative, the expiry of their term of office which shall be deemed to expire at 4pm on the first Sunday in December.

**PART 13**  
**ELECTION TO THE CAMPUS COMMITTEES**

- 13.1 The annual Campus Committee elections shall be held in Conjunction with the Students' Representative Council elections in the Spring Semester of each year in accordance with the procedures set out in the Association Election Regulations.

- 13.2 All members of the Association shall be eligible for election to the Campus Committee at their primary place of study.

**PART 14**  
**CASUAL VACANCIES ON CAMPUS COMMITTEES**

- 14.1 Where a casual vacancy occurs, nominations must be opened for all vacant General Representative positions on the Committee.
- 14.2 Nominees for casual vacancies, with the exception of the positions of Campus Convenor and Campus Secretary, will be elected by a vote of the Campus Committee according to the voting method of 'first past the post'.
- 14.3 A casual vacancy for the positions of Campus Convenor Campus Secretary of any Campus Committee shall be opened for nominations from, and elected by, the students of that Campus in accordance with the electoral regulations of the Association.

**PART 15**  
**RIGHTS AND RESPONSIBILITIES OF CAMPUS COMMITTEE MEMBERS**

- 15.1 Subject to provisions in this part each Committee member shall attend meetings of the Campus Committee.
- 15.2 Each Committee member shall have the right to move and Second motions at Campus Committee meetings.
- 15.2 Each Committee member shall undertake to:
- 15.2.1 abide by the constitution of the Association;
  - 15.2.2 communicate matters affecting the welfare and interests of students in their school or faculty to the Committee;
  - 15.2.3 protect and further the interests and welfare of all members of the Association;
  - 15.2.4 assist in the creation and implementation of Committee resolutions and directives;
  - 15.2.5 provide a written apology or otherwise show in writing the reasons for which they were unable to attend any meetings of the Campus Committee;
  - 15.2.6 communicate general or individual student concerns to the appropriate forum or person in the University.
- 15.3 Members of Faculty boards who accept ex-officio membership of the Campus Committees shall undertake to:
- 15.3.1 communicate relevant Committee concerns and resolutions to the University body;
  - 15.3.2 act in the interests of students who are enrolled within that academic area;

- 15.3.3 keep the Committee informed of any developments affecting the interests and welfare of students;
- 15.3.4 attend all meetings of the Faculty Board and, if unable to do so, arrange for a Committee member to apply to the Board to observe the meeting.

**PART 16**  
**REMOVAL OF CAMPUS COMMITTEE MEMBERS**

- 16.1 The Camps Committee shall be empowered to remove any member of the Campus Committee except the Campus where by a vote of the majority of members of the Committee has determined that a member has absented themselves from two consecutive meetings unless their absence is excused by the Students' Representative Council either at one of those meetings or before those meetings are held.
- 16.2 The Campus Convener of each Campus Committee may only be removed by a two-thirds majority vote of the Campus Committee ratified by a majority vote of a Campus General Meeting.

**PART 17**  
**OFFICERS OF THE CAMPUS COMMITTEES**

- 17.1 Each Campus Committee Executive shall consist of:
  - 17.1.1 the Campus Convener,
  - 17.1.2 the Campus Secretary
- 17.2 The Campus Convener of each Campus Committee shall be an ex-officio member of the Students' Representative Council
- 17.3 A member of the Campus Committee, other than the Campus Convener, shall be elected by the Committee to the Students' Representative Council for the duration of their membership of the Campus Committee unless a majority vote of the Campus Committee revokes such membership and elects a new Students' Representative Council member.

**PART 18**  
**AUTHORITY AND RESPONSIBILITY OF MEMBERS OF CAMPUS COMMITTEE EXECUTIVES**

- 18.1 The Campus Committee Executive is responsible for the day-to-day operation of the Committee and for liaison with officers of the Students' Representative Council and the employees subject to:
  - 18.1.1 direction from the Campus Committee; and
  - 18.1.2 only as is consistent with this Constitution
- 18.2 The Campus Convener shall:
  - 18.2.1 Act as chairperson of the Campus Committee;
  - 18.2.2 Be responsible for ensuring that the directives of the Committee are carried out;



## SA CONSTITUTION

- 18.2.3 Liaise with all persons and bodies who may assist in the implementation of Committee directives;
  - 18.2.4 In conjunction with the Campus Secretary ensure the continued operation of the Committee in accordance with this Constitution and in the interests of the students enrolled at the Campus;
  - 18.2.5 When and where deemed necessary by the Committee represent the interests of the students to any authority;
  - 18.2.6 Be responsible for ensuring that the concerns of the Campus Committee and the interests of the students based at that Campus are recognised and acted upon by Students' Representative Council;
  - 18.2.7 Ensure that Committee members who also official positions on Faculty Boards regularly attend such meetings as are required of them and, if informed of the members inability to attend meetings of the Faculty Boards, arrange for an observer to take their place;
  - 18.2.8 make themselves available for consultation with students for a minimum of five hours per week at the Campus Association office;
  - 18.2.9 Hold ex-officio membership of the Students' Representative Council
- 18.3 The Campus Secretary shall:
- 18.3.1 in conjunction with the Campus Convener ensure the continued operation of the committee in accordance with this Constitution and in the interests of the students enrolled at the Campus;
  - 18.3.2 be responsible for creation, maintenance and distribution of accurate records of all Campus Committee meetings; and
  - 18.3.3 be responsible for ensuring that the Campus Committee runs in accordance with this Constitution and with any standing orders employed by the Committee.

**PART 19****CAMPUS GENERAL MEETINGS AND CAMPUS RESOLUTIONS OF THE ASSOCIATION****CAMPUS GENERAL MEETINGS**

- 19.1 A Campus General Meeting shall be called by the Campus Secretary;
  - 19.1.1 upon receipt of a petition of no less than 25 members of the Association, stating the matter of discussion; or
  - 19.1.2 when instructed by the Campus Committee
- 19.2 The Campus Secretary shall determine the location, date and time of the meeting, subject to the requirement that the meeting date shall be no later than four semester weeks after the date of petition, unless such a date would fall within the semester break in which case the meeting shall be held no later than three semester weeks into the next semester.
- 19.3 The Campus Secretary shall provide notification on the notice board of the Campus where the meeting is to be held not less than 7 days prior to the meeting date of:
  - 19.3.1 the time of the meeting,
  - 19.3.2 the place of the meeting,

**SA CONSTITUTION**

- 19.3.3 the reason purpose and/or topic of the meeting,  
19.3.4 such motions that are to be raised at the meeting,  
19.3.5 the number of members required to constitute quorum.
- 19.4 Quorum for a Campus General Meeting of the Association shall be not less than 50 members, or 5% of the number of students whose primary place of study is the campus, whichever is the lesser.
- 19.5 In the event of quorum not being represented for a Campus General Meeting after thirty minutes from the notified time for the start of the meeting, the meeting shall adjourn until a date and time agreed upon by those present when the meeting shall reconvene
- 19.6 The Campus Convener shall act as Chair of Campus General Meetings. In the Campus Convener's absence the meeting shall elect a member to act as Chair.
- 19.7 Only students whose primary place of study is the Campus at which the Campus General Meeting is held are entitled to vote at the meeting.
- 19.8 At the time indicated by the notice for the commencement of the meeting, the appointed Chairperson shall make or cause to be made a list of names and student identification numbers of all Association members present. The Chairperson shall then announce the reason, purpose or topic for the meeting.
- 19.9 The method of voting at the meeting shall be a show of hands unless a resolution of the meeting decides otherwise.
- 19.10 The Chairperson shall announce the result of all votes immediately after they are determined and shall forward such results and any other relevant information to the Campus Secretary and to other bodies or persons as deemed fit by the meeting.
- 19.11 All decisions made by a Campus General Meeting of the Association shall be bringing on the Campus Committee of the Campus on which the meeting was held and its members, unless revoked, rescinded or amended at subsequent Campus General Meetings on the same Campus or by a Campus Resolution of the Association or by a meeting of the Students' Representative Council.
- 19.12 Decisions made by a Campus General Meeting of the Association take effect immediately unless otherwise stated in the resolution.

**CAMPUS RESOLUTIONS**

- 19.13 A Campus Resolution shall be called by the Secretary of the Students' Representative Council upon receipt of a petition of no less that 25 members of the Associations stating the matter of discussion or upon request by the Students' Representative Council or by a Campus Committee.

## SA CONSTITUTION

- 19.14 Upon receipt of a request for a Campus Resolution in accordance with clause 19.13, the Secretary of the Students' Representative Council shall convene meetings of the students on each of Campus of the University.
- 19.15 The Secretary of the Students' Representative Council shall determine the location, date and time of meetings on each campus, subject to the following requirements:
- 19.15.1 The meeting locations shall be determined in consultation with the Campus Convener of the relevant campuses; and
- 19.15.2 The meeting date or dates shall be no later than four semester weeks after the date of the petition, unless such date should fall within the semester break in which case the meeting shall be held no later than three semester weeks into the next semester
- 19.16 The Secretary shall give notice on the Notice Board not less than five academic days prior to the date of the meeting on that Campus of:
- 19.16.1 The time of the meeting,
- 19.16.2 The place of the meeting.
- 19.16.3 Such motions that are to be raised at the meeting.
- 19.17 Quorum for a Campus Resolution of the Association shall be not less than 100 members on all campuses of the University combined.
- 19.18 The Campus Conveners shall act as Chair of the meetings of their campuses. In the Campus Conveners absence the meeting shall elect a member to act as Chair.
- 19.19 At the time indicated by the notice for the commencement of the meeting, the appointed Chairperson shall make or cause to be made a list of names and student identification numbers of all Association members present. The Chairperson shall then announce the reason, purpose or topic for the meeting.
- 19.20 The meetings shall consider only motions contained in the request for the Campus Resolution and no amendments shall be accepted.
- 19.21 The method of voting at each Campus Meeting shall be a show of hands unless a resolution of the meeting decides otherwise.
- 19.22 The Chairperson shall tally or cause to be tallied the votes for and against and the number of abstentions in respect of each motion and shall forward such results, together with the attendance list and any other relevant information to the Secretary of the Students' Representative Council.
- 19.23 A student shall only vote at the Campus that is their primary place of study.
- 19.24 The Secretary shall inspect the attendance lists from the meetings on each Campus and determine by summing the number of students in attendance at all meetings whether or not quorum has been reached. If quorum has been reached, the Secretary shall proclaim the results of all resolutions after summing the number of votes lodged at all meetings.

- 19.25 All decisions made by a Campus Resolution of the Association shall be binding on the Association, the Students' Representatives Council, its members and employees and all Campus Committees and their members unless revoked, rescinded or amended by a subsequent Campus Resolution of the Association.
- 19.26 The Association by a majority of votes cast in a Campus Resolution may remove any office bearer of the Association.

**PART 20**  
**STANDING COMMITTEES OF THE ASSOCIATION**

- 20.1 In addition to the Committees created under Part 4 of this Constitution the Association shall establish and support the following standing committees:
- 20.1.1 The Education Committee;
  - 20.1.2 The Finance and Budgetary Committee;
  - 20.1.3 The Overseas Students' Committee; and
  - 20.1.4 The Women's Committee
- 20.2 The Education Committee in consultation with any relevant Association staff members shall:
- 20.2.1 be responsible for the direction and work of the Education staff of the Association;
  - 20.2.2 address all matters effecting the educational welfare of the Association members;
  - 20.2.3 make regular reports and policy recommendations to the Students' Representative Council; and
  - 20.2.4 make decisions that are not inconsistent with the established policy of the Association and the regulation of this Constitution.
- 20.3 The Finance and Budgetary Committee in consultation with any relevant Association staff members shall:
- 20.3.1 be responsible for the preparation of the Association's budget for consideration and ratification by the Students' Representative Council.
  - 20.3.2 comprise the following members;
    - 20.3.2.1 The Treasurer of the Students' Representative Council, who shall act as a Chair of the Committee.
    - 20.3.2.2 The President and Education Vice-president of the Students' Representative Council; and
    - 20.3.2.3 Three General Representatives of the Students' Representative Council elected by the Students' Representatives Council.
- 20.4 The Overseas Students' Committee shall:
- 20.4.1 Concern itself with any matter relevant to overseas students; and
  - 20.4.2 Be open to all overseas students.
- 20.5 The Women's Committee shall:
- 20.5.1 Concern itself with any matter relevant to women students; and

21  
SA CONSTITUTION

20.5.2 Be open to all women students.

20.6 Notwithstanding Clause 20.1 the Students' Representative Council may establish such Standing Committees as it sees fit.

**PART 21  
FINANCE**

21.1 The property and moneys of the Association are vested in the President, Secretary, Assistant Secretary, Treasurer and Education Vice-President for the time being as trustees of the Association for the use and benefit of members for their time being of the Association.

21.2 The trustees shall deal with or invest the properties of the Association in such manner as the Students' Representative Council directs.

21.3 The financial year of the Association terminates on the 31<sup>st</sup> day of December in each year.

21.4 The trustees shall open and maintain in the name and on behalf of the Association such account or accounts in a manner prescribed under the Trustee Act (NSW) (as amended) as the Students' Representative Council determines.

21.5 The Treasurer shall pay into an account of the Association all moneys received on behalf of the Association.

21.6 Moneys shall not be drawn from an account of the Association except by cheques or orders signed by two Trustees.

21.7 All members of the Association shall pay to the Association the prescribed membership fee.

21.8 The subscription may be changed only by a Campus Resolution on the recommendation of the Students' Representative Council. A change in this subscription shall not come into effect until approved by the Council.

21.9 The Students' Representative Council may, in respect of any semester reduce by such amount as it thinks fit the subscription payable by a person who was not enrolled for a course of study during the whole of the semester. Provided always that no refund of contributions may be authorised by a Campus Resolution unless the resolution is made on the recommendation of the Students' Representative Council.

21.10 The books and accounts of the Association shall be open for inspection by members of the Association at such times and places, and under such circumstances as determined by the Students' Representative Council.

**PART 22  
AUDITORS**

22  
SA CONSTITUTION

- 22.1 A suitably qualified Accountant not being a member of the Students' Representative Council shall be appointed each year by the Students' Representative Council, as the Auditor of the Association and shall carry out such audits of the books and accounts of the Association as required by, or in pursuance of these rules.
- 22.2 The Auditor of the Association shall hold office until the end of the next financial year after their appointment and shall be eligible for re-appointment.
- 22.3 Where an Auditor is unable to perform such duties as is required, the Students' Representative Council shall appoint another suitable qualified person not being a member of the Students' Representative Council to act as Auditor until to end of the next financial year.
- 22.4 The Students' Representative Council may, at such times as it sees fit, direct the Auditor of the Association to audit the books, accounts and vouchers of the Association and the Auditor shall furnish a report on the audit to the Students' Representative Council.
- 22.5 The Students' Representative Council shall present to Council a copy of any report referred to in Clause 22.4
- 22.6 The Auditor may, at their discretion, carry out such inspections of the books and accounts of the Association as they deem necessary.
- 22.7 The Students' Representative Council shall as soon as practicable after each preparation publish the accounts of the Association whether such accounts have been audited or not, in VERTIGO NEWSPAPER or such substitute or alternative publication as from time to time exists for dissemination of information to the whole of the students body of the University as the Students' Representative Council deems appropriate.

**PART 23  
MISCELLANEOUS**

- 23.1 Clause 4.2.4 and 9.2.4 do not apply for the year 1990. Expiration of the term of office for the Students' Representative Council shall not occur until 4pm on 1 January 1990.
- 23.2 For the first year of its operation, this constitution shall only be amended by a simple majority of those voting in a Campus Resolution of the Association called for that purpose. After the first year of operation the constitution shall only be amended by a two-thirds majority of those voting in a Campus Resolution of the Association called for that purpose. Amendments to this constitution shall not come into effect until approved by the Council.
- 23.3 Amendments passed in accordance with Clause 23.1 shall be displayed for a period of fourteen days on Notice Boards. A notice of objection to these amendments shall be invalid if received after this time.

23  
SA CONSTITUTION

- 23.4 The Students' Representative Council shall consider any notice of objection received in accordance with the provisions of Clause 23.3. above within ten days.
- 23.5 If the Students' Representative Council finds that an objection is valid and presents new evidence which was not considered by the meetings voting on the Campus Resolution, it shall withhold the incorporation of the amendment to this Constitution and shall call meetings to consider a Campus Resolution to amend or rescind the original amendment.
- 23.6 The Association shall not be dissolved except by a decision of two-thirds of the members voting on a Campus Resolution convened for that purpose and voted on by at least one-third of Council. If, when the Association is dissolved, any property remains after all debts and other liabilities have been satisfied, it must not be paid or distributed to or amongst the members, but must be given to an organization or organizations:
- 23.6.1 Having similar objects to the Association; and
  - 23.6.2 Which prohibits or prohibit the distribution of income amongst members to an extent at least as great as is imposed on the Association by this Constitution; and
  - 23.6.3 Which is determined by the Campus Resolution by which dissolution is approved, or, if that is not done, by the formed Students' Representative Council.
- 23.7 Distribution to members prohibited
- 23.7.1 The income and property of the Association must be used solely for the promotion of its objectives and the exercise of its powers as per set out in this Constitution.
  - 23.7.2 No part of the income or the property of the Association may be distributed directly or indirectly to or amongst its members. This clause does not prevent the payment in good faith:
    - 23.7.2.1 to any member, of interest in respect of money advanced by that member to the Association, or otherwise owing to that member;
    - 23.7.2.2 of reasonable and proper remuneration to any officer or employee of the Association;
    - 23.7.2.3 to any member of the Association or other person for services actually rendered to the Association;
    - 23.7.2.4 to any member of out of pocket expenses, reasonable and proper charges for the hire of goods by the Association, reasonable and proper rent for premises let to the Association, to which that member would be entitled in accordance with the purposes, if not a member.

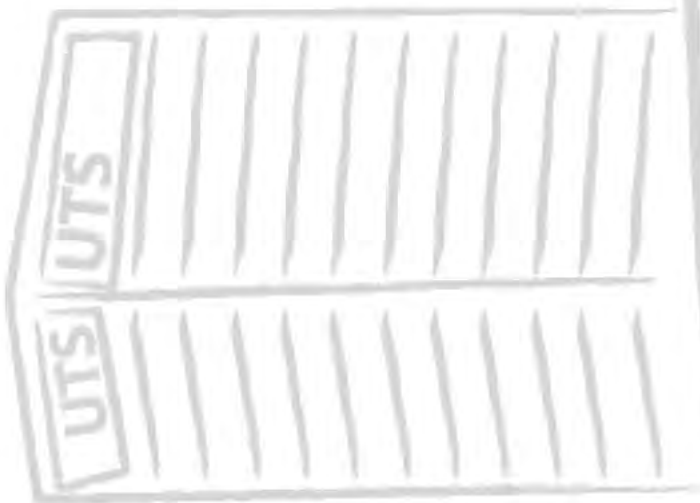
**U-T-S**



**UNIVERSITY OF TECHNOLOGY, SYDNEY  
STUDENTS' ASSOCIATION**

**BY-LAWS**

Amended by the Students' Representative Council on the 25 July 2006 as per  
Schedule A



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**By-Laws**

Section 3.3 of the constitution empowered the SRC to make By-Laws “not inconsistent with the constitution”.

By-Laws allow the policy and practice of the Students’ Association to be enshrined for future years in a way that compliments the Constitution.

While a By-Law is not as concrete and difficult to change as the Constitution, it is a good first step towards enshrining policy in the Constitution.

To make (or change or rescind) a By-Law there needs to be a resolution “enacted by a two-thirds majority of all of the members of the Students’ Representative council at that time entitled to be present at a Students’ Representative Council meeting.” (Section 3.3.1 – Constitution).

**Section 1: Office Bearers –**

- 1.1 The position of President (section 10.9) of the Constitution shall receive an honorarium at the full time rate.
- 1.2 The position of Education Vice-President (section 10.10) of the Constitution shall receive an honorarium at the full time rate.
- 1.3 The position of Secretary (section 10.12) of the Constitution shall receive an honorarium at a quarter of the full time rate.
- 1.4 The position of Treasurer (section 10.11) of the Constitution shall receive an honorarium at a quarter of the full time rate.
- 1.5 Full time honoraria equates to \$19,240.
- 1.6 The Special Needs Officer shall:**
  - 1.6.1 Represent the views and needs of students with special needs to the Students’ Representative Council.
  - 1.6.2 Represent the views and interests of students with special needs to the University.
  - 1.6.3 Be appointed by the Students’ Representative council at the beginning of each year, for a term of one year.
- 1.7 The Environment Officer shall:**
  - 1.7.1 Work within the Students’ Association and University to promote environmentally friendly policies and practices both on and off campus.
  - 1.7.2 Work to educate students and staff of the University about environmental matters with a view to changing lifestyles and policies at all levels of administration and government.
  - 1.7.3 Be appointed by the Students’ Representative Council at the beginning of each year, for a term of one year.

**1.8 The Queer Officer shall:**

1.8.1 Represent the views and interests of lesbian, gay, bi-sexual, transgender, queer (non-heterosexual) students to the Students' Representative Council.

1.8.3 Represent the views and interests of lesbian, gay, bi-sexual, transgender, queer (non-heterosexual) students to the University, in the media, and in the wider community.

1.8.4 Be open to students who openly identify as of lesbian, gay, bi-sexual, transgender, queer (non-heterosexual) and who are prepared to have a public profile on and off campus.

1.8.5 Be appointed by the Students' Representative Council at the beginning of each year for a term of one year.

**1.9 The Ethno-Cultural Officer shall:**

1.9.1 Represent the views and interests of ethnic students to the Students' Representative Council.

1.9.2 Represent the views and interests of ethnic students to the University, in the media, and in the wider community.

1.9.3 Work to promote awareness of, and organize campaigns addressing, political issues of inequality, racism and cultural diversity. These campaigns shall be seen as an integral part of the Students' Association's work at UTS, with activist groups in the wider community, and through the alternative and mainstream media.

1.9.4 Be responsible for the co-ordination of the Ethno-cultural Collective of UTS>

1.9.5 Work in conjunction with the Overseas Students' Officer, the Aboriginal and Torres Strait Islander Officer, and the research staff of the Students' Association, as well as other office bearers in the Students' Association.

1.9.6 Be appointed by the Students' Representative Council at the beginning of each year, for a term of one year.

1.9.7 Be a student of ethnic background. (non-international)

1.9.8 Only hold the position for a maximum number of 2 (two years) unless circumstances arise where there is no other eligible candidate.

**2 Remuneration for Office Bearers –**

2.1 The honorarium is not a system of wages for hours worked. Rather, it is granted to allow students the time to concentrate upon their office bearer responsibilities. As such it does not reflect the number of hours a person spends working in their position.

**3 Vertigo –**

3.1 The production and content of Vertigo shall be the responsibility of an editorial team annually elected by the student body, except for the Students' Association having the right to include both commercial advertising and Students' Association advertising – this advertising in total to not comprise more than

one half of the newspaper and not more than 25% being commercial advertising.

**4 Director of Student Publications (DSP) –**

4.1 There shall be a Director of Student Publications (DSP) whose duties shall be:-

- 4.1.1 To act as publisher of all publications of the Association.
- 4.1.2 To be solely responsible for making arrangements for the printing of any material ordered by the SRC to be printed.
- 4.1.3 To make recommendations to the SRC on any matters affecting the publications of the Association.
- 4.1.4 To protect the SRC from possible legal action by deleting any material of the Association which, in the opinion of the DSP, may involve the Association in civil or criminal liability, including defamation, contempt and copyright.
- 4.1.5 To enact Association policy by deleting any material published by the Association that is discriminatory on the basis of sex, sexuality, race, ethnicity or disability – provided that the Letters to the Editor section of Vertigo is excluded from this.

4.2 Appealing Deletions made by the DSP

The editor of any Association publication can appeal to the President, who shall obtain legal advice and hold a meeting of the Executive to determine the issue within 5 days of any such appeal being made. It is recommended that where possible, decisions be made well before publications go to press.

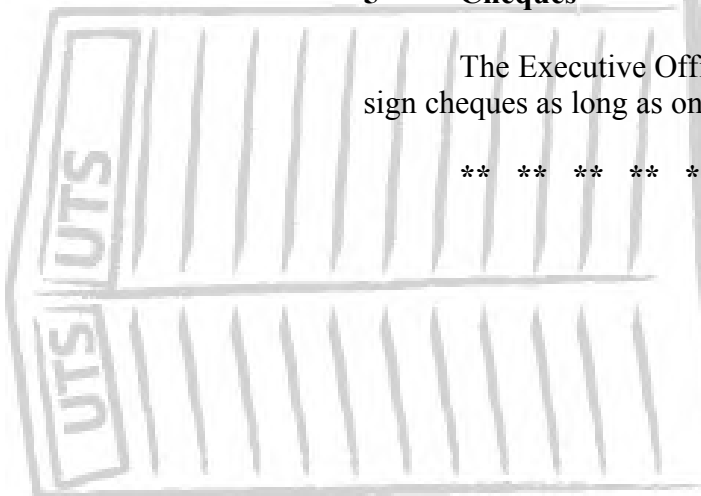
4.3 Indemnity of the DSP

4.3.1 The Council shall indemnify the DSP for all liability incurred in that capacity as a result of actions which are bona fide, and without negligence.

**5 Cheques –**

The Executive Officer and Accountant are authorized to sign cheques as long as one Student Office bearer also signs.

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**SCHEDULE A**

**Amendments to By-Law made at Students' Representative Council on the 25<sup>th</sup> July 2006 to commence 4pm, first Sunday in December 2006 –**

**All sections re-numbered accordingly.**

**1. President and EVP on full time honoraria, Secretary and Treasurer on 1/4 time**

Delete and renumber accordingly

“Section 1: Office Bearers –

- 1.1 The position of Women's Officer (section 5.7) of the Constitution shall receive an honorarium of \$14,429 per annum.
- 1.2 The position of Overseas Students' Officer (section 5.6) of the Constitution shall receive an honorarium of \$10,689 per annum.
- 1.3 The position of Aboriginal and Torres Strait Islander Officer (section 5.9) of the Constitution shall receive an honorarium of \$7,995 per annum.
- 1.4 The position of President (section 10.9) of the Constitution shall receive an honorarium of \$19,240.
- 1.5 The position of Education Vice-President (section 10.10) of the Constitution shall receive an honorarium of \$14,429 per annum.
- 1.6 The position of Secretary (section 10.12) of the Constitution shall receive an honorarium of \$1,999 per annum.
- 1.7 The position of Treasurer (section 10.11) of the Constitution shall receive an honorarium of \$1,999 per annum.”

Insert and renumber accordingly

- “1.1 The position of President (section 10.9) of the Constitution shall receive an honorarium at the full-time rate.
- 1.2 The position of Education Vice-President (section 10.10) of the Constitution shall receive an honorarium at the full-time rate.
- 1.3 The position of Secretary (section 10.12) of the Constitution shall receive an honorarium at a quarter of the full-time rate.
- 1.4 The position of Treasurer (section 10.11) of the Constitution shall receive an honorarium at a quarter of the full-time rate.”

**2. Insert and renumber accordingly**

“1.5 Full time honoraria equates to \$19 240.”

**3. Removal of Honorariums: By-Laws Office Bearers and Vertigo**

Delete and re-number accordingly

“1.8.3 Receive an honorarium of \$7,995 per annum and may be job shared.”

“1.9.3 Receive an honorarium of \$7,995 per annum and may be job shared.”

“1.10.3 The male Sexuality Officer shall receive an honorarium of \$3,998 per annum and may be job shared.”

“1.10.4 The female Sexuality Officer shall receive an honorarium of \$3,998 per annum and may be job shared.”

“1.11.6 Receive an honorarium of \$7,995 and may be job shared.”

“3.3.1 The elected editorial team shall be paid by the Students’ Association at a total annual level of not less than 52 times the weekly wage of a C grade journalist (metro daily with VDT) as determined by the Media, Arts and Entertainment Alliance.”

**4. Removal of Budget percentage requirements from all departments and Vertigo**

Delete and renumber accordingly

“1.10.6 Be allocated a budget totaling no less than 0.7% of the Students’ Association’s annual budget with no less than one third being spent in the area of bisexual, transgender, queer (non-heterosexual) matters, with the remaining being divided equally between the officers’ portfolio.”

Delete and renumber accordingly

“3.1 During semester the Students’ Association shall fund the fortnightly production of a student newspaper of not less than 20 tabloid sized pages.

3.2 The number of copies printed of this newspaper shall be equal to at least one quarter of the membership of the Students’ Association, and it shall be made freely and easily available to all members.

3.3 The production and content of this newspaper shall be the responsibility of an editorial team annually elected by the student body, except for the Students’ Association having the right to include both commercial advertising and Students’ Association advertising – this advertising in total to not comprise more than one half of the newspaper.”

Insert

“3.1 The production and content of Vertigo shall be the responsibility of an editorial team annually elected by the student body, except for the Students’ Association having the right to include both commercial advertising and Students’ Association advertising – this advertising in total to not comprise more than one half of the newspaper and not more than 25% being commercial advertising.”

**5. Sexuality Officer changed to Queer Officer**

Delete

“1.10 The Sexuality Officers shall:”

Insert

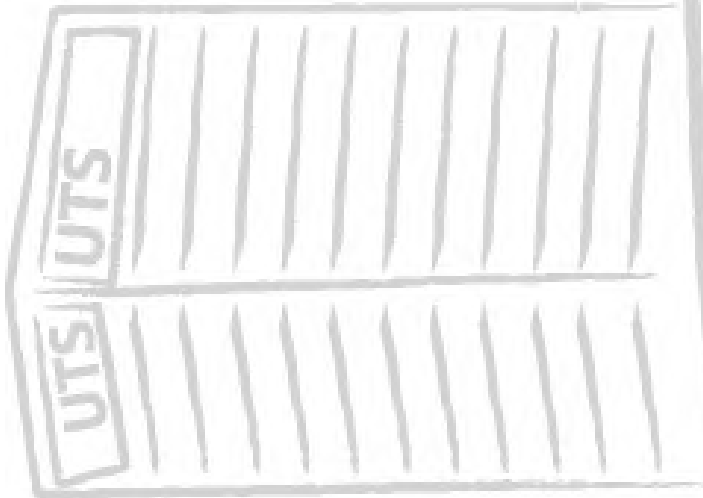
“1.10 The Queer Officer shall:”

Delete

“1.10.5 Be open to students who openly identify as gay/lesbian and who are prepared to have a public profile on and off campus.”

Insert

“1.10.5 Be open to students who openly identify as of lesbian, gay, bi-sexual, transgender, queer (non-heterosexual) and who are prepared to have a public profile on and off campus.”



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**UNIVERSITY OF TECHNOLOGY, SYDNEY  
STUDENTS' ASSOCIATION**

**ELECTION REGULATIONS**

**Adopted in principle by the Students' Representative Council 7 October, 2003.  
Amended by the Students' Representative Council 20 August 2004  
Amended by the Students' Representative Council 25 July 2006 per Schedule A**

## ELECTION REGULATIONS

### 1. OBJECTS.

The objects of this Regulation are to provide for:-

- 1.1 A method of election which conforms with the principles of fairness, participation and democracy;
- 1.2 Maximising the flow of information and ideas between the students and the candidates;
- 1.3 Maximising the opportunities for student participation and control in the Association;
- 1.4 Impartial administration by the Returning Officer; and
- 1.5 Administrative review of the actions of the Returning Officer by a neutral tribunal

### 2. ADMINISTRATION OF ELECTIONS.

#### 2.1 Introduction

The election is to be administered by the Returning Officer.

#### 2.1 Appointment and removal of returning Officer

The Returning Officer must be appointed by the SRC and may not be removed from office except by the SRC acting with and in accordance with a recommendation of the Election Tribunal.

#### 2.3 Qualifications of Returning Officer

The Returning Officer must not otherwise be:

- 2.3.1 A member or employee of the SRC or Campus Committee;
- 2.3.2 A descendant, ancestor, sibling cousin, aunt, uncle, spouse, domestic partner of any sitting member of the SRC;
- 2.3.3 A candidate in the UTS Students' Association, UTS Union, Faculty Board, Academic Board or University Council Representative elections in the past five years.
- 2.3.4 A candidate in any election comparable to those listed in (2.3.3) at any University in Australia in the past five years.

#### 2.4 Deputies and assistants of the Returning Officer

The Returning Officer may be assisted by such deputies and assistants as the Returning Officer may authorise for the purpose.

#### 2.5 Independence of Returning Officer

The Returning Officer is not subject to instruction by any member or employee of the SRC or a Campus Committee and the election must be conducted in such manner as the Returning Officer may direct.

#### 2.6 Reviews by Election Tribunal

The actions of the returning Officer are subject to review by the election Tribunal, which may, subject to the rules herein provided with respect to the election Tribunal's procedures, affirm, revoke or vary any action or decision of the Returning Officer.

#### 2.7 Automatic Funding

The Returning Officer is authorised to spend Association funds in relation to the election without reference to the SRC.



- 2.8 Payment of Returning Officer.  
The Returning Officer is to be paid at a rate fixed by the SRC; the Returning Officer is to be paid at a rate fixed by the SRC; the Returning Officers deputies and assistants are to be paid at a rate fixed by the President in consultation with the Returning Officer.
- 2.9 Any member of the Association may challenge the eligibility of the Returning Officer to hold that position under section 2.3. Any such challenge shall be heard by the election Tribunal within seven days of notice being given to the Secretary of the Association.
- 2.9.1 If the Election Tribunal rules that the Returning Officer is ineligible to hold that position, the SRC has no option but to remove and replace the Returning Officer pursuant to section 2.2.

### 3. TIMING.

The Returning Officer is to observe the following intervals in conducting the election:

1 <sup>ST</sup> EVENT	2 <sup>ND</sup> EVENT	3 <sup>RD</sup> EVENT
Notice of Election	Close of Nominations	14 to 21 days
Close of Nominations	Election issue of Vertigo	7 – 14 days
Close of Nominations	Despatch of postal votes	7 – 21 days
Despatch of postal votes	Close of voting	13 – 21 days
First election	Last election day	3 days

### 4. NOTICE OF ELECTION.

The Returning Officer must announce the election by causing a notice of election to be published in an edition of Vertigo.

- 4.1 Contents of notice of election  
The notice of election must:
- 4.1.1 List the offices to be filled, the number of persons to be elected to each office, and the qualifications for each office.
- 4.1.2 Specify the form of nomination; and
- 4.1.3 Fix a date, time and place at which nominations must reach the Returning Officer.

### 5. NOMINATIONS.

- 5.1 Number of Candidates.  
A nomination may include 1 or more candidates.
- 5.2 Acceptance of Nominations.  
The Returning Officer must not accept a nomination unless:
- 5.2.1 It is in writing in the form specified in the notice of election or to the like effect;
- 5.2.2 It is signed by the required number of members of the Association who have not signed any prior nomination;

5.2.3 Each candidate included in the nomination is eligible to vote for the relevant office and has signed a consent to be nominated;

5.2.4 It is received by the Returning Officer before the time fixed by the notice of election for the close of nominations; and

5.2.5 It clearly specifies the office for which each candidate is nominated.

5.3 Required number of signatures.

The required number of signatures for a nomination is to be calculated to the formula:  $N=n*3$ , where;

5.3.1  $N$  = the required number of signatures and  
 $n$  = the number of candidates included in the nomination.

5.4 Receipt of Nominations

The Returning Officer must cause nominations to be received at the Association office at each campus where more than 1000 members are enrolled.

5.5 Unopposed Candidates.

If, at the close of nominations, the number of valid nominations is not greater than the number of persons to be elected to an office, the returning Officer must declare the nominees elected.

5.6 Opposed Candidates.

If, at the close on nominations, the number of valid nominations is greater than the number of persons to be elected to an office, the Returning Officer must cause a ballot to be held.

5.7 Determination of Voting-paper Order.

The Returning Officer is to determine by lot the order of the lists of candidates (including ungrouped lists of one candidate as per Section 2.1.1 of the Schedule) on the voting paper immediately after the close of nominations.

5.8 If a nomination is defective the Returning Officer must notify the defect to the first available candidate included in the nomination; defects in a nomination may be remedied within a period of 72 hours of the close of nominations or 24 hours of the notice of defect whichever is later.

5.9 Announcement of candidates.

The Returning Officer must announce the candidates for each office by causing a list of candidates (including unopposed candidates) to be published in the election edition of Vertigo.

## 6. WITHDRAWAL OF NOMINATIONS.

6.1 Voluntary withdrawal of nominations.

A candidate may withdraw from the election by giving a written withdrawal to the Returning Officer before the ballot papers are printed.

6.2 Automatic withdrawal of candidates.

A candidate elected to a preferred office is to be withdrawn automatically from any other election.

- 6.2.1 A candidate who nominates for more than one office may, before the commencement of a count, give the Returning Officer a written list of preferences among those offices.
- 6.2.2 A candidate who nominates for more than one office and does not, before commencement of the count, give the Returning Officer a written list of preferences among those offices must be elected to the office for which they are successful in the election which has the highest quota of votes.

6.3 Votes of withdrawn Candidates.

At any election where some of the candidates are withdrawn the first stage of the count must be the exclusion of those candidates and the distribution of their votes according to the next available preferences shown on those votes.

7. LISTS.

7.1 Formation of Lists.

Candidates who wish to be identified as a member of a list on voting papers shall inform the returning Officer of this in writing prior to the close of nominations. This correspondence must be signed by all candidates who wish to be so grouped, and must indicate the name of the group.

7.2 Decision Making by Lists.

A reference in this Regulation to an action or decision by a list is a reference to an action or decision by a majority of the candidates of the list at the time.

7.3 Similar List Names.

The Returning Officer must refuse to accept a list name which is either identical with, or so similar as to be likely to be confused with, the name of a previously accepted list, without the written consent of the candidates in the previously accepted list.

7.4 Dealings With Returning Officer.

8. PREPARATION OF VOTING PAPERS.

8.1 Form of Voting paper.

The name of every list and every candidate (including individual list candidates) must be printed on the voting paper in order determined by lot.

8.1.1 For each list candidate, the list name must be printed on the voting paper.

8.2 The Returning Officer shall ensure that each type of voting paper is printed outside the University on a different colour paper, that a fixed and publicly known number of each type of voting paper is produced, and that each voting paper of particular type has one number from a numerical sequence mechanically printed on the underside of the voting paper at the time of printing.

- 8.3 The Returning Officer shall cause a record to be kept of the issue of each voting paper. This record shall be available for reasonable scrutiny by candidates at the end of each voting period. During the counting of the votes, the Returning Officer shall balance the returned papers against those issued.
- 8.4 The Returning Officer is to cause every voting paper to be initialled by a person authorised for the purpose by the Returning Officer.
- 8.5 Where a voting paper is lost or destroyed, a duplicate may be issued by the Returning Officer on receipt of a request in writing from the votes.

## 9. PROPORTIONAL REPRESENTATION.

The schedule to this Regulation form an integral part of this instrument; in cases of inconsistency between the body of Regulation and the schedule, the Schedule is to prevail.

## 10 METHODS OF VOTING.

- 10.1 Every member of the Association must vote in person unless they are defined as a postal voter.
- 10.2 Classes of voters.  
The members of the Association eligible to vote by post are:
- 10.2.1 Special list prepared by the University; and
- 10.2.2 Any member who sends a request in writing to the Returning Officer before the close of nominations.

## 11. PERSONAL VOTING.

- 11.1 A reference in this Regulation to an election day is a reference to a day which is not a Saturday, Sunday, Public Holiday or day on which the University is on vacation or engaged in an examination period.
- 11.2 The Returning Officer is to arrange for voting places at a prominent and accessible location in the tower Building, Markets Campus and Kuringgai campus.
- 11.2.1 This provision does not apply to the election of the ATSI officer, should it be held separately to the general SRC elections. In the instance of a separate ATSI Officer election, a single voting place is to be arranged by the Returning Officer in a prominent and accessible location in the University for one day during cultural awareness week.
- 11.3 Each voting place is to be open on each day when classes are conducted at the campus on an election day.
- 11.4 Every voting place is to be open on each election day for a period of 3 hours from 11:00am and, if evening classes are conducted at that campus on that day, for a period of 3 hours from 4:00pm.
- 11.5 On the first day of voting the Returning Officer or a person authorised for the purpose by the Returning Officer shall exhibit the ballot box as empty to any persons then present, and is then to lock the ballot box, and seal the lock.

## SA CONSTITUTION

11.5.1 If during the election day, it is necessary to use a new ballot box, the Returning Officer or a person authorised in for the purpose by the Returning Officer is to exhibit the ballot box as empty to any persons then present, and is then to lock the ballot box.

11.6 At the close of each voting session the Returning Officer or a person authorised in for the purpose by the Returning Officer to seal the ballot box and is then to exhibit the ballot box as sealed to any persons then present.

11.6.1 If, during the election day, it is necessary to use a new ballot box, the returning Officer or a person authorised in for the purpose by the Returning Officer to seal the old ballot box and is then to exhibit the ballot box as sealed to any persons then present.

11.7 At the close of each voting session the Returning Officer or a person authorised in for the purpose by the Returning Officer is to invite any members then present to vote, but a person who is not present at the voting place at the close of voting must not be permitted to vote.

## 12. POSTAL VOTING.

12.1 The Returning Officer is to cause to be sent, by post, a letter informing members who will be off campus during SA elections that they may request a postal vote by contacting the Returning Officer in writing indicating their desire to receive ballot papers by post to the member's address as shown in University records.

12.2 Each voting paper is to be accompanied by:

12.2.1 An envelope addressed to the Returning Officer on which is to be printed a space for the member to put their name, student number, and signature.

12.2.2 An envelope marked 'voting paper';

12.2.3 A copy of the election issue of Vertigo;

12.2.4 The directions to voters; and

12.2.5 No other material of any kind.

12.3 The Directions to voters must:

12.3.1 Specify the date, time and place at which the completed voting papers must reach the Returning Officer.

12.3.2 Direct the voter to put their name, student number and signature on the envelope addressed to the Returning Officer; and

12.3.3 State the date, time and place at which count of votes will be conducted.

12.4 The Returning Officer or a person authorised for purpose is to receive all postal votes and place them in sealed ballot boxes until the close of voting.

## 13. PROVISIONAL VOTING.

- 13.1 A person may cast a provisional vote if they claim to be entitled to vote and they:
- 13.1.1 Cannot be found on the roll of voters.
  - 13.1.2 Are not enrolled at the campus where they claim to vote;
  - 13.1.3 Are marked on roll of voters as having been sent a postal vote;  
or
  - 13.1.4 Are marked on the roll of voters as already having voted.
- 13.2 Declaration by provisional Voters.  
The person must sign a declaration that they are eligible to vote on an envelope in the presence of the Returning Officer or a person authorised for the purpose by the Returning Officer who must then sign the declaration as witness and add the date.
- 13.3 Acceptance of Provisional Votes.  
The person must then hand the voting papers, folded, to the person who issued them who, in the voter's presence, will seal the envelope and place it in the ballot box.
- 13.4. Determination of Provisional Votes.  
The Returning Officer must, at the count of votes, determine each provisional voter's entitlement or otherwise and accept or reject the vote as a valid vote.

#### 14. SECURITY OF VOTES.

- 14.1 The Returning Officer is to cause the sealed ballot boxes containing the votes to be held by University security until the close of voting.
- 14.2 The Returning Officer may adjourn the count from time to time and from place to place by notice fixed to the door of the counting place.
- 14.3 The Returning Officer is to cause the sealed ballot boxes containing the votes to be held by University security during any adjournment of the count until every election has been declared and, if the subject of complaint, determined by the Election Tribunal.

#### 15. DECLARATION OF THE ELECTION.

- 15.1 The Returning Officer must complete the count of each contested Election with reasonable despatch, and declare the candidate or candidates elected to each office.
- 15.2 Information to Members.  
The Returning Officer is to provide sufficient information as to The count, and the issue and return of voting papers, to enable a member of the Association to determine if there has been breach of the constitution or these Regulations in relation to the election.
- 15.3 Finality of Declaration.  
Unless, within 24 hours of the Returning Officer declaring an election, a voter in the election submits a complaint to the Election Tribunal, the declaration of the election is final and conclusive as to the result of the election.

16. CAMPAIGN FUNDING.

16.1 The Association is to provide every candidate with paper and copying to the value of \$10.00, either on a Students' Association photocopier or commercial outlet where the Students' Association hold an account.

16.2 Policy Statements.

Each candidate may submit a policy statement before the close of nominations; the maximum length in words is:

Office	Length
President	500 words
Treasurer / Secretary	500 words
Womens' Officer	350 words
Overseas Students' Officer	350 words
Campus Convenors	350 words
Editors of Vertigo	400 words
All other candidates	250 words

16.3 List Statements.

A list may have a list statement not longer than the total of their individual entitlements; any surplus may be assigned to individual candidates by the list.

17. CAMPAIGN RULES.

17.1 The following practices by members or employees of the Association, or their associates, are prohibited in relation to the Election:

17.1.1. Improper influence, interference or obstruction.

Improperly influencing, interfering with or obstructing the Returning Officer or a person authorised for any purpose by the Returning Officer in performing functions imposed by the Constitution or this Regulation;

17.1.2. Claiming to vote when not eligible.

Claiming knowingly to vote in an election for which the claimant is not eligible to vote;

17.1.3. Using Association Funds.

Using Association funds, stationery, equipment or supplies other than those authorised by this Regulation;

17.1.4. Vertigo.

Publishing election related comment or material in Vertigo or other official Association publications (other than candidates statements and voting instructions as provided and authorised by the Returning Officer.

17.1.5. Using Graffiti.

Using graffiti of a permanent nature;

17.1.6. Overspending.

## SA CONSTITUTION

Using funds, stationery, equipment or supplies (including those allocated pursuant to section 16.1 to the value of more than \$100.00 per candidate or \$500 per list;

## 17.1.7. Misleading Statements.

Making any misleading statement in oral or written form;

## 17.1.8. Representing Endorsements.

Representing that they are officially endorsed by the SRC, any Campus committee, the University or the University Union;

## 17.1.9. Responsibility for Statements.

Making any statement by way of leaflet, poster, sticker or graffiti or other means without first lodging a copy with the Returning Officer or Deputy Returning Officer and without stating the name and student number of the member responsible for the statement;

## 17.1.10 Attempting prohibited practices.

Attempting (even though ineffectively) to engage in any prohibited practice.

## 17.1.11 Assisting prohibited practices.

Assisting (even though ineffectively) any person to engage or attempt to engage in any prohibited practice.

## 17.1.12 Harassment.

Using harassment or intimidation of any kind during the course of the Campaign – for the purpose of determining whether a candidate shall be warned, or disqualified after a third warning, the following acts are defined as harassment or intimidation:

- . sexist, racist or homophobic insults and gestures at students, campaigners, polling clerks or returning officer.
- . shouting, screaming or talking over campaigners, students, polling clerks or returning officer.
- . physical assault or harassment such as, but not limited to, pushing, prodding, punching, pinching, physical following or slapping.
- . all forms of communication may constitute harassment – this may include phone and e-mail communication, and approaching campaigners, students, polling clerks or returning officers too closely without their consent.

## 17.1.13 Inducement.

Promising, offering, suggesting, giving or taking a valuable consideration, advantage, recompense, reward or benefit in order to induce any candidature, or withdrawal of candidature, or a vote, omission to vote or any support of, or opposition to, any candidate, or any promise of such a vote, omission, support or opposition.

## 17.2 Statutory Declarations.



## SA CONSTITUTION

Every candidate and every officer of the Students' Association must, within 24 hours of the close of voting, submit a statutory declaration to the Returning Officer stating that they have not engaged in any practice prohibited by these Rules.

## 17.3 Complaints.

17.3.1 Any member of the Association may make a complaint to the Returning Officer alleging that a person is guilty of engaging in a prohibited practice. The complaint must be in writing and state the facts and the grounds of objection as well as indicating which electoral Regulation may have been breached. A complaint shall ask for some specific remedial action to secure justice and equity, which may include the ordering of a new election or the conducting of a full recount of votes.

17.3.2 If, in the opinion of the Returning Officer, the Electoral Regulations may have been breached but no specific complaint has been lodged to cover the breach in question, she/he may institute an investigation.

## 17.4 Penalties for Breach.

If, after hearing all sides, the Returning Officer is satisfied that any Candidate, team, individual, club, society or political grouping has infringed or has connived at the infringement of any of these regulations, she/he may do any of the following:

17.4.1 Disqualify a candidate or group of candidates for the election in question.

17.4.2 Order a new election (subject to Section 17.4.1.)

17.4.4 Disqualify a candidate or group of candidates for any election held, in consequence of a new election having been ordered.

17.4.5 Order a re-count of votes.

17.4.6 Dismiss the matter.

17.4.7 Take such action and/or make any rulings as she/he deems fit, subject to these regulations.

17.4.8 The Returning Officer shall not order a new election if she/he is satisfied that the result of the election would have been substantially the same if the breach complained of had not occurred.

## 17.5 Appeals to the Election Tribunal.

Any member of the Association may lodge an objection or protest or complaint about the conduct of the Returning Officer with the Election Tribunal as per Section 18 of these Regulations.

## 18 ELECTION TRIBUNAL.

18.1 The Election Tribunal comprises a chair and 2 members who must be appointed by the SRC before the close of nominations for the Annual Elections.

## SA CONSTITUTION

- 18.2 The Chair of the Election Tribunal must be a member of the academic staff of the University and a legal practitioner.
- 18.3 The 2 members of the election Tribunal must be members of the Association, not otherwise involved in the election (as candidate, nominator, deputy or assistant returning officer etc)
- 18.4 A meeting of the Election Tribunal for the exercise of its powers is constituted by the presence of 2 out of 3 members.
- 18.5 The Election Tribunal must deal only with complaints under the Regulation.
- 18.6 The chair of the Election Tribunal alone is to determine any question of law or any question of the interpretation of the Constitution of this Regulation.
- 18.7 The whole of the Election Tribunal is to determine, by majority, any question other than a question determinable by the chair alone.
- 18.8 The Election Tribunal must conduct its meetings and decision making in accordance with the principles of fairness and natural justice.
- 18.9 Every complaint must be submitted to the Secretary of the SRC who must immediately forward them to the chair of the Election Tribunal.
- 18.10 The chair of the election Tribunal may dismiss the complaint as frivolous or vexatious without hearing the complainant.
- 18.11 If a complaint is not dismissed as frivolous or vexatious the Election Tribunal must, within 14 days, given an opportunity to be heard to: -
- 18.11.1 The Complainant;
  - 18.11.2 The respondent;
  - 18.11.3 Any other person it deems necessary or desirable to hear.
- 18.12. The Election Tribunal may accept the complaint and
- (i) dismiss the Returning Officer and any or all Deputy Returning Officer or election assistants/polling clerks;
  - (ii) appoint a new Returning Officer for the remainder of the election in question or for any new election.
  - (iii) Vary or overturn any decision of the returning Officer made under Section (17.4) of these Regulations.
  - (iv) Remove any person from office within the Association.
  - (v) Disqualify any person from voting or nominating as a candidate in any election for a period of not more than 3 years.
- 18.13. The SRC is to hear and determine any appeal made in writing against a decision of the election Tribunal within 7 days of the decision being made.
- 18.14. In hearing and determining an appeal, the SRC is subject to the same rules, mutatis mutandis, as the Election Tribunal.

## SCHEDULE 1

### 1. CONDUCT OF ELECTIONS

#### 1.1 Application

This Schedule applies to every election by the Students' Association.

### 2. METHOD OF VOTING

2.1 A voter is required to record their vote for one candidate and no more, but is permitted to record a vote for as many candidates as they please, so as to indicate the candidates for whom they vote and the order of preference among them.

#### 2.1.1 Ticket Votes

In elections where there is more than one position available (that is the Council General Reps. and Campus Committees) –

- (i) candidates who have indicated that they wish to be identified as members on voting papers, shall be grouped together in the order they indicate. All other candidates are to be treated as lists of one.
- (ii) The voting paper is to provide an option for a voter to record a preference for a list and such a voting paper is to be treated as if the voter had voted according to the ticket submitted, prior to the opening of voting, by the list. In these cases, the voting paper is to carry the following instructions to voters:

- (a) You may vote for a list of candidates, or for candidates individually.

If you vote for a list, place the number 1 next to the list you wish to vote for first. You may if you wish place the numbers 2, 3 and so on to indicate further preferences for other lists.

If you vote for candidates individually, place the number 1 next to the candidate you wish to vote for first. You may if you wish place the numbers 2, 3 and so on to indicate further preferences for individual candidates.

- (iii) Preferences for above the line votes for tickets will be distributed to the group's candidates in the order in which the candidates appear on the ballot paper. Further preferences may be distributed to other group's candidates if the voter expresses further preferences for those groups "above the line".

### 2.1.2 Interpretation of votes

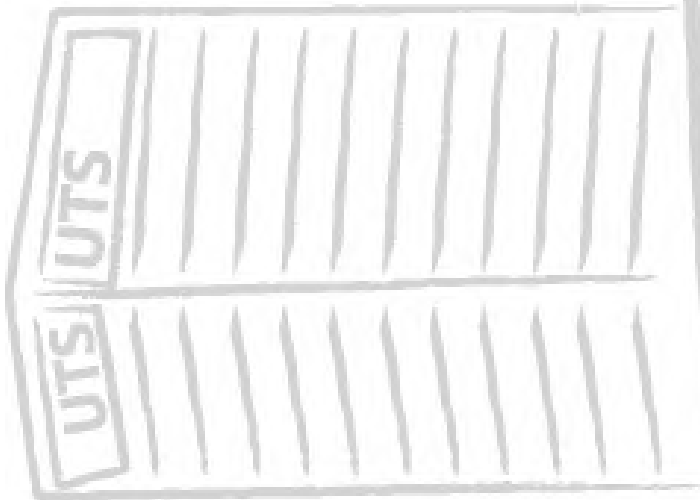
2.1.2.1 In interpreting a voting paper the Returning Officer must, as far as practicable, apply the clear intention of the voter.

2.1.2.2 If a second or subsequent preference has been recorded on a voting paper for more than one candidate, the voting paper shall be treated as if those preferences and any subsequent preferences had not been recorded on the voting paper; or:

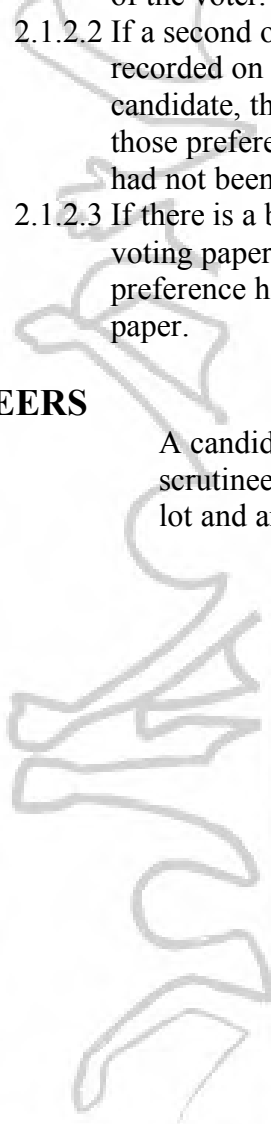
2.1.2.3 If there is a break in the order of preferences, the voting paper shall be treated as if the later preference had not been recorded on the voting paper.

## 3. SCRUTINEERS

A candidate may, by written notice, appoint a scrutineer to be present at any determination by lot and any counting of votes.



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## SCHEDULE 2

### **PROPORTIONAL REPRESENTATION WITH THE SINGLE TRANSFERABLE VOTE METHOD OF COUNTING VOTES WHERE MORE THAN ONE POSITION IS TO BE FILLED:**

1. The number of first choices recorded for each candidate shall be counted.
2. The aggregate number of such first choices shall be divided by one more than the number of candidates required to be elected and the quotient increased by one, disregarding any remainder, shall be the quota, and (except as hereinafter provided in Rule No. 9) no candidate shall be elected until he or she obtains a number of votes equal to or greater than the quota.
3. Any candidate who has, upon the first choices being counted, a number of such votes equal to or greater than the quota shall be declared elected.
4. Where the number of such votes obtained by anyone candidate is equal to the quota, the proportion of votes in excess of the quota shall be transferred to the other candidates not yet declared elected, next in order of the voters' preferences, in the following manner:-
  - (a) All the voting papers on which a first choice is recorded for the elected candidate shall be re-examined, and the number of second choices, or third or next consecutive choices recorded for each unelected candidate thereon shall be counted.
  - (b) The surplus of the elected candidate shall be divided by the total number of votes obtained by him or her on the counting of the first choice and the resulting fraction shall be the transfer value.
  - (c) The number of second or other choices ascertained in Rule 1., to be recorded for each unelected candidate, shall be multiplied by the transfer value.
  - (d) The resulting number shall be credited to each unelected candidate, and added to the number of votes obtained by her or him on the counting of the first choices.
5. (a) Where, on the counting of the first choices, or on any transfer, more than one candidate has a surplus, the largest surplus shall be first dealt with. If then, more than one candidate has a surplus, the then largest surplus shall be first dealt with, and so on; provided that, if one candidate has obtained a surplus at a count or transfer previous to that at which another candidate obtains a surplus, the surplus of the former shall be first dealt with.
  - (b) Where two or more surpluses are equal, the surplus of the candidate who was the highest on the poll at the count or transfer which they last had an unequal number of votes shall be first dealt with, and if they have had an equal number of votes at all preceding counts or transfers, the Returning Officer shall decide by lot which candidate's surplus shall be first dealt with.

6. (a) Where the number of votes obtained by a candidate is raised up to, or above, the quota by a transfer as aforesaid, he or she shall thereupon be declared elected; and in such case, notwithstanding the fact that he may have reached the quota, such transfer shall be completed, and all the votes to which he is entitled therefrom shall be transferred to her or him, but no votes of any other candidate shall be transferred to her or him.

(b) Where the number of votes obtained by a candidate is raised up to, but no above, the quota by a transfer as aforesaid, the whole of the voting papers on which such votes are recorded shall be set aside as finally dealt with.

(c) Where the number of votes obtained by a candidate is raised above the quota by a transfer as aforesaid, his or her surplus shall be transferred to the candidates next in order of the voters' respective preferences, in the following manner:-

(i) The voting papers on which are recorded the votes obtained by the elected candidate in the last transfer shall be re-examined, and the number of third or, in the case provided for in Rule 11, next consecutive choices recorded for each unelected candidate thereon counted.

(ii) The surplus of the elected candidate shall be divided by the total number of voting papers mentioned in paragraph (i) and the resulting fraction shall be the transfer value.

(iii) The number of second, or other, choices, ascertained in paragraph (i) to be recorded for each unelected candidate shall be multiplied by the last mentioned transfer value.

(iv) The resulting number shall be credited to each unelected candidate, and added to the number of votes previously obtained by her or him.

7. (a) Where, after the first choices have been counted, and all surpluses (if any) have been transferred as herein before directed, no candidate or less than the number of candidates required to be elected, has or have obtained the quota, the candidate who is the lowest on the pool shall be excluded, and all votes obtained by her or him shall be transferred to the candidates next in the order of the voters' respective preferences, in the same manner as is directed in Rule 5.

(b) The votes obtained by such excluded candidate as first choices shall be first transferred, the transfer value of each vote in this case being 1.

(c) The other votes of such excluded candidates shall then be dealt with in the order of the transfers in which, and at the transfer value at which he or she obtained them.

(d) Each of the transfers which takes place under the two previous clauses of this Rule shall be deemed for all purposes to be a separate transfer.

8. (a) Where the number of votes obtained by a candidate is raised up to or above the quota by any such transfer as aforesaid, he or she shall thereupon be declared as elected; and in such case, notwithstanding the fact that he or she may have reached the

## SA CONSTITUTION

quota, such transfer shall be completed, and all the votes to which he or she is entitled therefrom be transferred to him or her, but no other votes shall be transferred to her or him.

(b) Where the number of votes obtained by a candidate is raised up to, but not above, the quota, by any such transfer as aforesaid, the whole of the voting papers on which such votes are recorded shall be set aside as finally dealt with.

(c) Where the number of votes obtained by a candidate is raised above the quota by any such transfer as aforesaid, his or her surplus shall be transferred to the candidate next in the order of the voters' respective preferences in the same manner as directed in Rule 6, Clause (c); provided that such surplus shall not be dealt with until all the votes of the excluded candidates have been transferred.

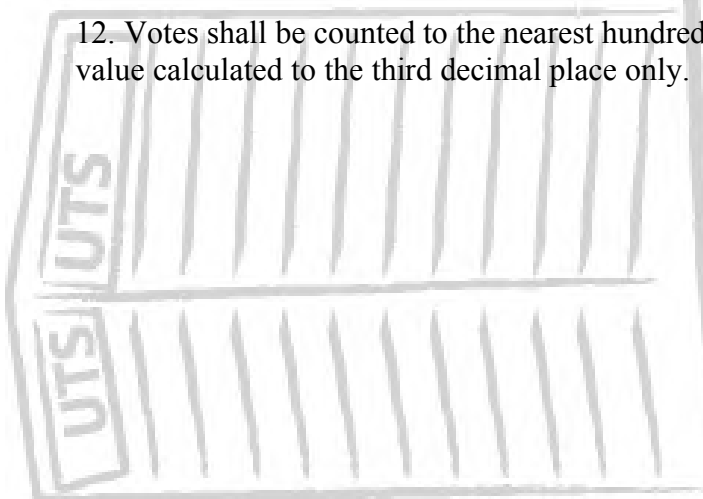
(d) Where any surplus exists, it shall be dealt with before any other candidate is excluded.

9. The same process of excluding the candidate lowest on the poll and transferring to other candidates her or his votes, shall be repeated until all the candidates, except the number required to be elected, have been excluded, and the un-excluded candidates who have not already been so declared, shall then be declared elected.

10. Where at any time it becomes necessary to exclude a candidate and two or more candidates have the same number of votes and are lowest on the poll, then whichever of such candidates was lowest on the poll at the last count or transfer at which they had an unequal number of votes shall be first excluded, and if they have had an equal number of votes at all preceding counts or transfers, the Returning Officer shall decide which candidate shall be first excluded.

11. In determining what candidate is next in the order of the voters' preferences, any candidates who have been declared elected shall not be considered, and the order of the voters' preferences shall be determined as if the names of such candidates had not been on the voting paper.

12. Votes shall be counted to the nearest hundredth part of a vote only, and transfer value calculated to the third decimal place only.



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## Schedule A

### Amendments made by the Students' Representative Council on 25 July 2006 to commence for election in Spring Semester 2006

#### **1: Have three days of voting with three polling booths operating on all days: K'Gai, Markets and Broadway**

Delete

“11.2 The Returning Officer is to arrange for voting places at Level 3 of the Tower Building in Union Foyer; Foyer, Level 1, Bon Marche Building; Markets Campus in Foyer outside Students' Association Office; Kuring'gai campus near main entrance, in Foyer; Gore Hill Campus- Main Entrance in Foyer; Design Building, Street Level Foyer, Building 10.”

Insert

“11.2 The Returning Officer is to arrange for voting places at a prominent and accessible location in the Tower building, Markets Campus and Kuring'gai campus. This provision does not apply to the election of the ATSI officer, should it be held separately to the general SRC elections. In this situation, a single voting place is to be arranged by the Returning Officer in a prominent and accessible location in the University”

#### **2: Remove inter-ticket preference flows**

Delete

“You may vote for a list of candidates, or for candidates individually.

If you vote for a list, place the number 1 next to the list you wish to vote for.

If you vote for candidates individually, place the number 1 next to the candidate you wish to vote for first. You may if you wish place the numbers, 2, 3 and so on to indicate further preferences for individual candidates.”

Insert

“2.1.1 (ii) (a) You may vote for a list of candidates, or for candidates individually.

If you vote for a list, place the number 1 next to the list you wish to vote for first. You may if you wish place the numbers, 2, 3 and so on to indicate further preferences for other lists.

If you vote for candidates individually, place the number 1 next to the candidate you wish to vote for first. You may if you wish place the numbers, 2, 3 and so on to indicate further preferences for individual candidates.



2.1.1(iii) Preferences for above the line votes for tickets will be distributed to the group's candidates in the order in which the candidates appear on the ballot paper. Further preferences may be distributed to other group's candidates if the voter expresses further preferences for those groups "above the line."

**3: Reduce candidate funding to \$10**

Delete

"16.1 The Association is to provide every candidate with paper and copying to the value of \$20.00, either on a Students' Association photocopier or commercial outlet where the Students' Association hold an account"

Insert

"16.1 The Association is to provide every candidate with paper and copying to the value of \$10.00, either on a Students' Association photocopier or commercial outlet where the Students' Association holds an account"

**4: To amend counting method to Proportional Representation with single transferable vote method.**

Delete

Parts 4 – 13 in Schedule 1

Insert

Schedule Two to of Election Regulations

PROPORTIONAL REPRESENTATION WITH THE SINGLE TRANSFERABLE VOTE METHOD OF COUNTING VOTES WHERE MORE THAN ONE POSITION IS TO BE FILLED:

1. The number of first choices recorded for each candidate shall be counted.
2. The aggregate number of such first choices shall be divided by one more than the number of candidates required to be elected and the quotient increased by one, disregarding any remainder, shall be the quota, and (except as hereinafter provided in Rule No. 9) no candidate shall be elected until he or she obtains a number of votes equal to or greater than the quota.
3. Any candidate who has, upon the first choices being counted, a number of such votes equal to or greater than the quota shall be declared elected.
4. Where the number of such votes obtained by anyone candidate is equal to the quota, the proportion of votes in excess of the quota shall be transferred to the other candidates not yet declared elected, next in order of the voters' preferences, in the following manner:-

(a) All the voting papers on which a first choice is recorded for the elected candidate shall be re-examined, and the number of second choices, or third or next consecutive choices recorded for each unelected candidate thereon shall be counted.

(b) The surplus of the elected candidate shall be divided by the total number of votes obtained by him or her on the counting of the first choice and the resulting fraction shall be the transfer value.

(c) The number of second or other choices ascertained in Rule 1., to be recorded for each unelected candidate, shall be multiplied by the transfer value.

(d) The resulting number shall be credited to each unelected candidate, and added to the number of votes obtained by her or him on the counting of the first choices.

5. (a) Where, on the counting of the first choices, or on any transfer, more than one candidate has a surplus, the largest surplus shall be first dealt with. If then, more than one candidate has a surplus, the then largest surplus shall be first dealt with, and so on; provided that, if one candidate has obtained a surplus at a count or transfer previous to that at which another candidate obtains a surplus, the surplus of the former shall be first dealt with.

(b) Where two or more surpluses are equal, the surplus of the candidate who was the highest on the poll at the count or transfer which they last had an unequal number of votes shall be first dealt with, and if they have had an equal number of votes at all preceding counts or transfers, the Returning Officer shall decide by lot which candidate's surplus shall be first dealt with.

6. (a) Where the number of votes obtained by a candidate is raised up to, or above, the quota by a transfer as aforesaid, he or she shall thereupon be declared elected; and in such case, notwithstanding the fact that he may have reached the quota, such transfer shall be completed, and all the votes to which he is entitled therefrom shall be transferred to her or him, but no votes of any other candidate shall be transferred to her or him.

(b) Where the number of votes obtained by a candidate is raised up to, but no above, the quota by a transfer as aforesaid, the whole of the voting papers on which such votes are recorded shall be set aside as finally dealt with.

(c) Where the number of votes obtained by a candidate is raised above the quota by a transfer as aforesaid, his or her surplus shall be transferred to the candidates next in order of the voters' respective preferences, in the following manner:-

(i) The voting papers on which are recorded the votes obtained by the elected candidate in the last transfer shall be re-examined, and the number of third or, in the case provided for in Rule 11, next consecutive choices recorded for each unelected candidate thereon counted.

(ii) The surplus of the elected candidate shall be divided by the total number of voting papers mentioned in paragraph (i) and the resulting fraction shall be the transfer value.

(iii) The number of second, or other, choices, ascertained in paragraph (i) to be recorded for each unelected candidate shall be multiplied by the last mentioned transfer value.

(iv) The resulting number shall be credited to each unelected candidate, and added to the number of votes previously obtained by her or him.

7. (a) Where, after the first choices have been counted, and all surpluses (if any) have been transferred as herein before directed, no candidate or less than the number of candidates required to be elected, has or have obtained the quota, the candidate who is the lowest on the pool shall be excluded, and all votes obtained by her or him shall be transferred to the candidates next in the order of the voters' respective preferences, in the same manner as is directed in Rule 5.

(b) The votes obtained by such excluded candidate as first choices shall be first transferred, the transfer value of each vote in this case being 1.

(c) The other votes of such excluded candidates shall then be dealt with in the order of the transfers in which, and at the transfer value at which he or she obtained them.

(d) Each of the transfers which takes place under the two previous clauses of this Rule shall be deemed for all purposes to be a separate transfer.

8. (a) Where the number of votes obtained by a candidate is raised up to or above the quota by any such transfer as aforesaid, he or she shall thereupon be declared as elected; and in such case, notwithstanding the fact that he or she may have reached the quota, such transfer shall be completed, and all the votes to which he or she is entitled therefrom be transferred to him or her, but no other votes shall be transferred to her or him.

(b) Where the number of votes obtained by a candidate is raised up to, but not above, the quota, by any such transfer as aforesaid, the whole of the voting papers on which such votes are recorded shall be set aside as finally dealt with.

(c) Where the number of votes obtained by a candidate is raised above the quota by any such transfer as aforesaid, his or her surplus shall be transferred to the candidate next in the order of the voters' respective preferences in the same manner as directed in Rule 6,

Clause (c); provided that such surplus shall not be dealt with until all the votes of the excluded candidates have been transferred.

(d) Where any surplus exists, it shall be dealt with before any other candidate is excluded.

9. The same process of excluding the candidate lowest on the poll and transferring to other candidates her or his votes, shall be repeated until all the candidates, except the number required to be elected, have been excluded, and the un-excluded candidates who have not already been so declared, shall then be declared elected.

10. Where at any time it becomes necessary to exclude a candidate and two or more candidates have the same number of votes and are lowest on the poll, then whichever of such candidates was lowest on the poll at the last count or transfer at which they had an unequal number of votes shall be first excluded, and if they have had an equal number of votes at all preceding counts or transfers, the Returning Officer shall decide which candidate shall be first excluded.

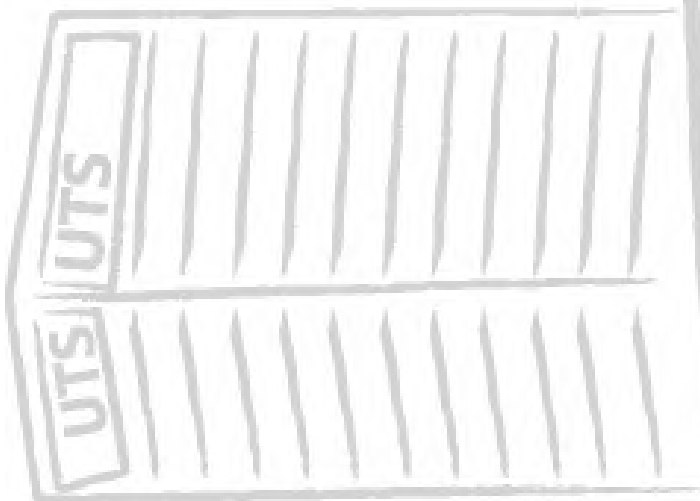
11. In determining what candidate is next in the order of the voters' preferences, any candidates who have been declared elected shall not be considered, and the order of the voters' preferences shall be determined as if the names of such candidates had not been on the voting paper.

12. Votes shall be counted to the nearest hundredth part of a vote only, and transfer value calculated to the third decimal place only.

**5: Amending to allow for one day ATSI election during cultural awareness week when Indigenous students are on campus.**

Insert

11.2.1 This provision does not apply to the election of the ATSI officer, should it be held separately to the general SRC elections. In the instance of a separate ATSI Officer election, a single voting place is to be arranged by the Returning Officer in a prominent and accessible location in the University for one day during cultural awareness week.



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