

uni/on | Adelaide University Union

Adelaide University Union
Special Board Ex-camera Meeting Agenda
May 2019
01-05-2019



Mission, Vision and Values

Vision

Our belief is that an educated, engaged and passionate community can change the world for the better.

Mission

The Union strives to enrich the student experience by ensuring:

- I. that the student voice is heard and valued;
- II. that the full range of student communities is fostered and engaged;
- III. the health, safety and wellbeing of students which allow for development, both individually and collectively.

Values

Our values lie at the heart of what we do and our commitment to these principles will allow for our individual differences to be overcome.

- Accessible Education

The Union recognises that education is one of the most powerful determinants in a person's life and that it must be accessible for all students regardless of social or economic status.

- Diversity

The Union recognises that within the student community there are many communities defined by gender, ethnicity, faith and economic status, etc. Each community possesses a unique student experience and we value, embrace and promote that diversity.

- Partnership & Community

The Union believes that the University experience will be richer for students if it includes interaction with a broader range of community partners, whether they be social, cultural, sporting, charitable or business.

- Professionalism

The Union recognises that the task of representation requires the highest standards of ethical behaviour, efficacy, and service, as well as management and professional skills all aimed at delivering benefits for students.

- Democracy

The Union is committed to a student organisation governed by the students of the University of Adelaide and seeks to foster and strengthen democratic decision-making processes.



Adelaide University Union Special Board Ex-Camera Agenda

For the meeting on 01st May 2019

In the Board Room at 6:00pm

1. Acknowledgment of Traditional Owners and Apologies **OO**

We would like to Acknowledge that the land we meet on today is the traditional lands for the Kurna people and that we respect their spiritual relationship with their Country. We also acknowledge the Kurna people as the traditional custodians of the Adelaide region and that their cultural and heritage beliefs are still as important to the living Kurna people today.

2. Declaration of Conflict of Interest **OO**

That all directors and officers in attendance declare that they have read and considered all papers within this agenda that require decision making and have no known conflict of interest or potential conflict of interest with respect to those matters.

3. Student Media Directors Elections Rules **OO**

Recommendation:

That the board creates Student Media Directors Elections Rules and authorises the EO to create the Master Copy accordingly.

4. Rule Concerning Student Media **OO**

Recommendation:

Regarding the power granted in Clause 20 of the AUU Constitution, this Board resolves to:

Amend:

Clause 8.1 AUSM Directors shall be elected annually four weeks after the AUU elections. The elections must be carried out online through the university voting website.

and authorises the EO to alter the Master Copy accordingly.

5. Close

Persons Responsible for Agenda Items:

Oscar Ong (OO)

To: AUU Board
Subject: Student Media Directors Elections Rules
Date: 28/04/2019

Dear Board Directors,

In last board meeting, the board resolved to set up a sub-committee, chaired by the Student Media Chair to investigate the possibility of holding Student Media Directors Elections online and separated from the AUU Annual Elections.

Angus have chaired the sub-committee and examined the draft came up by Angus and myself and made some amendments. After that, the draft is passed through the Student Media Committee and was endorsed by the committee. I have emailed and reached out to past directors and have incorporated their feedback in the final draft.

I have also met with Andrew, the person responsible for online voting of the council elections and he had agreed to host the Student Media Directors Elections.

The arrangements we agreed on are:

- The Council Secretariat will run online elections for the Student Media Director positions only.
- The AUU will appoint a Returning Officer who will be responsible for the overall administration of the elections.
- The AUU will administer the nominations process.
- The AUU will advise the Council Secretariat of the dates and times that voting will start and end.
- The Council Secretariat will request the roll of enrolled students (postgraduate and undergraduate) from Student Admin Applications Support.
- Before the start of voting, the AUU will provide the Council Secretariat with the list of candidates.
- The AUU will host the website containing information about candidates and, before the start of voting, will advise the Council Secretariat of the relevant urls.

- The Council Secretariat will conduct the tally and advise the AUU Returning Officer of the outcome.
- The AUU will conduct all communications with voters and candidates regarding voting and election results.

If anyone has any questions/suggestions, please contact me and we can organise to discuss your concerns.

Yours Sincerely,

Oscar Zi Shao Ong
AUU President

STUDENT MEDIA DIRECTORS ELECTIONS RULES

AUTHORITY

A Rule of the Adelaide University Union (AUU) enacted
Pursuant to Clause 20 of the AUU Constitution

RULE

1. Objectives

- 1.1. To regulate all aspects of the conduct of Student Media Annual Elections.
- 1.2. To ensure that elections and referenda are held fairly and equitably.
- 1.3. To ensure the effective representation of all students of the University of Adelaide by the Adelaide University Union.

2. Definitions

- 2.1. The definitions in Clause 3 of the AUU Constitution apply to this policy unless specified otherwise below.
- 2.2. “Student Media Director” means an On Dit Magazine editor or an On Dit Radio director.
- 2.3. “Annual Elections” means the elections held annually for positions which require annual election by students of the University of Adelaide, under the AUU constitution and AUU rules.
- 2.4. “Executive Officer” means the Executive Officer of the Adelaide University Union or a delegate that the Student Media Directors Elections Tribunal deems appropriate.

3. Interpretation

From the time of the appointment of the Returning Officer, until the Declaration of Provisional Results, interpretation of this rule is within the sole jurisdiction of the Returning Officer. At other times, after the appointment of the Returning Officer, and before the Declaration of the Poll, interpretation of this rule is within the sole jurisdiction of the Student Media Directors Elections Tribunal. At all times before the appointment of the Returning Officer, or after the Declaration of the Poll, interpretation of this Rule is within the jurisdiction of the President, pursuant to the authority of Board.

4. Timetable

- 4.1. Student Media Director Elections must be held four weeks after the Annual Elections.
- 4.2. When a casual vacancy occurs, it must be filled in accordance with clause 9.2 of the Rule Concerning Student Media.
- 4.3. No act, decision, or election is invalid only because it was done, made, or held after the time required by these Rules.

5. Returning Officer

- 5.1. The Returning Officer shall be the Returning Officer of the most recent Annual Elections.
- 5.2. The Returning Officer will cease to hold office upon the submission by the Returning Officer to the Executive Officer of a signed letter of resignation.
- 5.3. If the Returning Officer resigns, is removed, or is otherwise unable to act, the Executive Officer must, as soon as practicable, appoint another person as Returning Officer as they see fit.
- 5.4. The term of office of the Returning Officer will be from the time of his/her appointment, until the Declaration of the Poll.

6. Notice of Elections and Call for Nominations

- 6.1. For the Student Directors Elections, nominations must open on the Monday two weeks before the Student Directors Elections and the notice must be published at least once in a bulletin which circulates to all staff or all students, which may be online or in print, or in an email to voters.
- 6.2. All ordinary student members of the AUU are eligible to stand for Student Media Directors which require election by students of the University of Adelaide, under the AUU constitution and AUU rules.
- 6.3. All candidates for all positions are required to attend a session convened by the Marketing and Communications Manager in order to receive information about the responsibilities of the position for which they have nominated.

- 6.4 To be considered an Ordinary Student Member of the AUU for the purposes of being a Candidate or a Scrutineer, a Student must hold a valid AUU Membership by the Close of Nominations.
- 6.5 For the Student Media Directors Elections, nominations must be received by the Returning officer no later than 4.00pm on the Friday two weeks prior to the Student Media Directors Elections. A list of successfully registered candidates will be made available in all AUU website no later than 5.00pm on the Friday two weeks prior to the Student Media Directors Elections

7. Uncontested Elections

If the number of valid nominations received is less than or equal to the number of vacancies to be filled, the Returning Officer shall declare the nominated candidate/s elected.

8. Conduct of Ballot

- 8.1 If the number of valid nominations received exceeds the required number of candidates, the Returning Officer shall conduct a ballot.
- 8.2 A ballot for the Student Media Directors Elections must be a secret ballot using the Hare-Clarke Optional Proportional voting system.
- 8.3 If there is to be an election for Student Media Directors, the Returning Officer is to notify each person whose name is on the relevant Roll of the University by e-mail addressed to the person at his or her last known e-mail address.
- 8.4 The online voting system will open at least 7 clear days before the day appointed for the election.
- 8.5 The fact that a person whose name is on the relevant Roll of the University of Adelaide did not receive notification of the election does not invalidate an election.
- 8.6 The following information will be published on the University's website:
8.6.1 Instructions on how to vote and the date and time of the close of ballot
8.6.2 A statement for each of the candidates. The statements will be published in a consistent format by the Returning Officer and will be set out in the same order as the names are to appear on the ballot.
- 8.7 The ballot webpage must contain the names of the candidates in the order determined by lot in accordance with clause 9.8.

- 8.8 The Returning Officer is to determine the order of candidates in following way:
- 8.8.1 the names of the candidates concerned are to be written on separate and similar slips of paper;
 - 8.8.2 the slips are to be folded so as to prevent identification;
 - 8.8.3 the slips are then to be mixed and drawn at random;
 - 8.8.4 the candidates' names are to be listed in the order in which they are drawn.
- 8.9 To make a formal vote at an election a person must vote—
- 8.9.1 if only one candidate is required to be elected – by placing the number 1 in the square opposite the name of the candidate of the voter's first preference and, if the voter so desires, by placing the number 2 and consecutive numbers in the squares opposite the names of other candidates in the order of the voter's preference for them;
 - 8.9.2 if more than one candidate is required to be elected – by placing consecutive numbers beginning with the number 1 in the squares opposite the names of candidates in the order of the voter's preference for them until the voter has indicated a vote for a number of candidates equal to the number of candidates required to be elected and then, if the voter so desires, by continuing to place consecutive numbers for one or more additional candidates in the order of the voter's preference.
- 8.10 Voters may only vote once in an election.
- 8.11 A ballot is informal if:
- 8.11.1 it has no vote indicated on it or does not indicate the order of the voter's preference in a manner required by clause 8.9.
 - 8.11.2 a series of numbers (starting from the number 1) appearing on a ballot is non-consecutive by reason only of the omission of one or more numbers from the series or the repetition of a number (not being the number 1)
 - 8.11.3 if more than one candidate is required to be elected – the numbers are at least consecutive up to the number of candidates required to be elected, the ballot is not informal and the votes are valid up to the point at which the omission or repetition occurs.
- A ballot is not informal by reason of non-compliance with this section if the voter's intention is clearly indicated on the ballot.

- 8.12 Where, during the ballot, the Returning Officer is informed by a scrutineer that the scrutineer objects to a vote being accepted or rejected, the Returning Officer shall decide whether the vote is to be admitted or rejected. The decision of the Returning Officer is to be final.
- 8.13 As soon as practicable after the close of ballot, the Returning Officer, in the presence of any appointed scrutineer shall:
- 8.13.1 download the ballot file from the online voting system
 - 8.13.2 input the ballot file into appropriate tallying software and ascertain the result of the ballot.
- 8.14 The Returning Officer is to reject any informal ballots and count the formal ballots.
- 8.15 A reference in any other clause of these rules to a ballot is taken to be a reference to a formal ballot, and a reference to a vote is taken to be a reference to a vote in a formal ballot.
- 8.16 When the Returning Officer is satisfied that the votes have been correctly calculated and counted, the Returning Officer shall declare the result of the election by:
- 8.16.1 writing to all candidates contesting the election and advising them of the outcome;
 - 8.16.2 writing to the Student Media Directors Elections Tribunal with a written election report that will be tabled at the next meeting of the Tribunal which shall include:
 - 8.16.2.1 the total number of persons on the roll of voters and the
 - 8.16.2.2 total number of votes cast.

9. Conduct of Election

- 9.1 Permitted material include the following:
- 9.1.1 Mock Dit
 - 9.1.2 Leaflets reproduced on paper lighter than 100gsm, smaller than A3 size
- 9.2 Unless specifically permitted by the Returning Officer all other types of material will be prohibited.

- 9.3 Mock Dit will be made available in Waite and Roseworthy campus, in locations of high student thoroughfare or usage during polling period.
- 9.4 AUU will assist in promoting all the candidates.

10. Student Media Directors Elections Tribunal

- 10.1 There will be a Student Media Elections Tribunal consisting of the Executive Officer (convener), Marketing and Communications Manager, and a Nominee of Student Care
- 10.2 Any appeal regarding the conduct or outcome of the elections may only be made to the Student Media Directors Elections Tribunal and must be made in writing to the Executive Officer within 7 days of the declaration of provisional results.
- 10.3 The AUU Board delegates its powers and duties regarding all aspects of the conduct of Student Media Directors Elections to the Student Media Directors Elections Tribunal. The AUU Board or Executive will not overturn any resolution of the Student Media Directors Elections Tribunal. The determination of the Election Tribunal on any matter in relation to the Annual Elections is conclusive, and may not be challenged or appealed within the AUU.
- 10.4 The Student Media Directors Elections Tribunal must act at all times in accordance with these Rules and the Constitution
- 10.5 The Student Media Directors Elections Tribunal may decide all matters within its jurisdiction not provided for in these Rules or in the Constitution;
- The Tribunal will have the duties to:
- 10.5.1 A disputed return concerning an Election or part of an Election.
- 10.5.2 Allegations of Misconduct by the Returning Officer.
- 10.6 The Tribunal must decide questions of fact on the balance of probabilities.
- 10.7 The Tribunal may refer issues of a disciplinary nature regarding the behaviour of students of the University to the appropriate University bodies.

- 10.8 The Tribunal may arbitrate a decision if a consensus cannot be found. Any resolution shall require a 2/3 majority to be enacted.

Version Control Table

Version	Author	Date	UC	Changes
V1.0	Oscar Ong & Angus Heaton	DRAFT	DRAFT	First Enacted