

CONSTITUTION OF THE STUDENT REPRESENTATIVE COUNCIL  
(ADELAIDE) INC.

AN AFFILIATE OF THE ADELAIDE UNIVERSITY UNION (AUU)

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1. Name
  - a. The name of the association shall be “The Student Representative Council (Adelaide), incorporated.”
2. Objectives and Power
  - a. The objectives of the association shall be:
    - i. To provide representation for all students of the University of Adelaide;
    - ii. To maintain and advance the welfare of all students of the University of Adelaide;
    - iii. To promote the principle of equality of all persons regardless of race, sex, gender, economic circumstance, differing physical or mental health, sexual orientation, colour, culture, national origin, age or ethnicity;
    - iv. To promote the right of all students to an equitable and accessible, high quality public education;
    - v. To provide a democratic and transparent forum in which students’ affairs and interests can be governed in an effective and accountable manner; and
    - vi. To promote and protect the autonomy of student organisations; and
    - vii. To educate students, the University and wider communities on matters pertaining to these objectives.
  - b. The association shall have all powers conferred by the Act to fulfil these objectives
3. Recognition of Traditional Custodians
  - a. The SRC acknowledges that we meet on the traditional country of the Kurna people. We acknowledge that the land upon which Australia has been built was and always will be an integral part of the spiritual and cultural history of Indigenous people and that this land was never ceded.
4. Definitions
  - a. Unless a contrary intention is evident, the following definitions apply to this Constitution and all other documents of the association:
    - i. ‘Absolute majority’ means a majority of all voting members or Executive members, even if one or more members are not present at the meeting in question.
    - ii. ‘Academic Semester’ means the two primary academic semesters of the University operating in a calendar year
    - iii. ‘Act’ means the Associations Incorporation Act (1985) as amended.
    - iv. ‘Association’ means the Student Representative Council (Adelaide), incorporated.
    - v. ‘AUU’ means the Adelaide University Union
    - vi. ‘Council’ means the Council of the SRC formed pursuant to this Constitution
    - vii. ‘Election’ means elections held pursuant to this Constitution.
    - viii. ‘Executive’ means the Executive of the SRC
    - ix. ‘Member’ means a member of the SRC
    - x. ‘Person’ means a natural person
    - xi. ‘Regulation’ means an instrument of Council created pursuant to this Constitution.
    - xii. ‘Simple majority’ means a majority of voting members or Executive members present at any one particular meeting.

- xiii. 'SRC' means the Student Representative Council (Adelaide), inc.
- xiv. 'Student' means any person enrolled at the University of Adelaide as a student.
- xv. 'University' means the University of Adelaide.

5. Affiliation

- a. The SRC shall be affiliated to the AUU.

6. Membership

- a. All members of Council as defined by this Constitution shall be Members of the Association for their term of office.
- b. The General Secretary shall keep and maintain a register of Members containing:
  - i. The name and address of each Member;
  - ii. The date on which each Member was admitted to the SRC; and
  - iii. If applicable, the date and reasons for ending Membership.
- c. There shall be no subscription fee set for membership.
- d. Ceasing to be a Member
- e. A person ceases to be a Member of the association when:
  - i. The Member's term of office expires;
  - ii. The Member resigns by giving written notice to the President or General Secretary;
  - iii. The Member is absent without leave at three consecutive council meetings or at six meetings throughout their term of office;
  - iv. The Member fails to submit two consecutive reports or four reports throughout their term of office;
  - v. The Member dies, is incapacitated, or upon the occurrence of any event rendering them permanently incapable of fulfilling the role;
  - vi. The Member ceases to be an Ordinary Member of the AUU; or
  - vii. The Council resolves, by a motion on notice passed by a four-fifths majority of all filled voting positions to remove the Member from the Council on the basis of serious improper misconduct, serious and sustained failure to discharge their responsibilities or behaviour bringing the organisation into serious disrepute.

7. Council

- a. Powers and Duties
  - i. The Council is the supreme decision making body of the SRC.
  - ii. All powers and responsibilities given to the SRC by the Act may be exercised by the Council.
  - iii. All powers not specifically given to the Executive pursuant to this Constitution shall be reserved to Council.
- b. Composition
  - i. The Council shall be composed of voting Office Bearers and General Councillors, elected annually, and non-voting ex officio Members.
  - ii. The following are office bearers, and each must be an individual person:
    - 1. President
    - 2. General Secretary
    - 3. Education Officer

4. Welfare Officer
  5. Women's Officer
  6. Queer Officer
  7. Aboriginal and Torres Strait Islander Officer
  8. Environment Officer
  9. Postgraduate Officer
  10. International Student Officer
  11. Social Justice Officer
  12. Ethno-Cultural Officer
  13. Rural Student Officer
  14. Disability Officer
  15. Mature Age Student Officer
- iii. There shall be eight (8) General Councillors
  - iv. The AUU President shall be an ex officio non-voting Member of Council.
  - v. A person cannot hold more than one position on Council simultaneously.
- c. Student Representative Committees, Departments and Collectives
- i. Council may create, appoint or recognise such Committees, Departments and Collectives as it may from time to time deem necessary for the attainment of its objectives and must define the powers, functions and composition of each Committee, Department and Collective in Regulation.
- d. Eligibility to be a Member of Council
- i. To nominate for any position on Council, a person must:
    1. Be an Ordinary Member of the AUU;
    2. Be eligible to hold the position under this Constitution and the Act;
    - and
    3. Have not held the same position for more than two years.
  - ii. To be Women's Officer a person must identify as a woman.
  - iii. To be Queer Officer a person must identify as queer.
  - iv. To be Aboriginal and Torres Strait Islander Officer a person must identify as Aboriginal or Torres Strait Islander.
  - v. To be Postgraduate Officer a person must be enrolled in a Higher Degree.
  - vi. To be International Student Officer a person must hold a current student visa.
  - vii. To be Ethno-Cultural Officer a person must identify as being from a culturally and linguistically diverse background.
  - viii. To be Rural Student Officer a person must have lived in a regional or remote area within the last three years and within six months of commencing their studies at the University.
  - ix. To be Disability Officer a person must be a person who identifies as having a disability, mental illness or chronic illness.
  - x. To be Mature Age Student Officer a person must be above the age of twenty-five (25).
- e. Term of Office
- i. The terms of all Members of Council shall commence on 1st December and end on 30th November the following year.

- ii. For the duration of their terms of office all Members must remain Ordinary Members of the AUU.

## 8. Meetings

- a. The proceedings of Council shall be conducted according to Regulations of the Council created pursuant to this Constitution.
- b. Council must meet at least once a fortnight during Academic Semester.
- c. Meetings must be held at University, in a place generally accessible to students.
- d. At least five days' notice must be given to all Members prior to a meeting being held.
- e. Council may invite such persons to attend its meetings as it may determine.
- f. Quorum for a meeting shall be 50% +1 of filled voting positions.
- g. No Member may exercise a vote by proxy or in any manner other than by personal attendance.
- h. In the event of an equality of votes a motion before Council is lost.
- i. Meetings must be conducted in open session, provided that Council may, by a motion supported by a simple majority, decide to discuss matters regarding harassment or the management of staff employed by or on behalf of the SRC in a closed session of Council.
- j. All Students may attend Meetings, and may propose or speak to motions.
- k. The General Secretary, or in their absence an appointed minute secretary, shall keep minutes of each meeting.
- l. A meeting cannot be held or adjourned on the same day to a place other than that given in the notice of the meeting, unless notice is posted at the original venue indicating where the meeting has been adjourned to.
- m. Motions of Council shall be passed by a simple majority on a show of hands unless a poll is demanded.
- n. If a poll is demanded by at least five members, it must be conducted by secret ballot, and the result of the poll is the resolution of the meeting on that question.
- o. Special Council Meetings
  - i. Special Council Meetings are meetings of council held outside the regular programme of Council Meetings
  - ii. A Special Council Meeting shall be held when at least six council members petition the President or General Secretary in writing or by email that a Special Council Meeting be held.
  - iii. Notice must be provided within 24 hours of a valid petition being received.
  - iv. A Special Council Meeting may only be called for the conduct of specific business. Only business referred to in the petition may be discussed at a Special Council Meeting.
  - v. At least two days notice must be given to all Members.
- p. Annual General Meetings
  - i. The SRC shall call an AGM in accordance with the Act and this Constitution and Regulations

## 9. Vacancies

- a. A vacancy occurs when a position remains unfilled after elections or a person ceases to be a member of the Association.

- b. Where a vacancy exists, the Council may appoint a person to fill the vacancy, provided the person meets the eligibility requirements of this Constitution and the Act and has not created a vacancy within the current term of office. Council may not appoint an Office Bearer to fill a vacancy with the exception of the office of the President.
- c. Council shall create Regulations regarding the filling of vacancies pursuant to this Constitution.

#### 10. Regulation

- a. A motion to create, amend or repeal a Regulation may only be considered provided that the proposed Regulation or amendments are distributed with notice of the meeting.
- b. A Regulation may only be created, amended or repealed by an absolute majority of Council
- c. Where a Regulation conflicts with this Constitution, the Constitution shall prevail. Otherwise, Regulations shall be binding in the same way that the Constitution is binding.
- d. Correction of typographical errors, changes in punctuation, numbering, formatting and the maintenance of cross-references and history are all considered purely administrative changes and may be approved by the Executive. The President must notify the Council of any such changes.

#### 11. Policy

- a. Council may make positional policy by a simple majority.

#### 12. Executive

- a. There shall be an Executive that shall manage the day to day affairs of the SRC between Council meetings.
- b. The Executive shall be composed of:
  - i. The President;
  - ii. The General Secretary; and
  - iii. Three General Executive members, elected from amongst the voting members at the first meeting of a Council's term using the Hare Clarke Optional Preferential Proportional voting system
- c. General Executive members can resign in writing to the President or General Secretary. General Executive members can be removed from the Executive by a motion on notice supported by an absolute majority of Council.
- d. In the event of a resignation or removal of a General Executive member, the replacement shall be elected at the next meeting of Council using the Hare Clarke Option Preferential voting system.
- e. At least two members of the SRC Executive shall identify as women.

#### 13. Meetings of Executive

- a. Meetings of the Executive shall be called by the President, or by a petition of three members of Executive.
- b. At least three days notice must be provided to all members of the Executive.
- c. Quorum for Executive meetings shall be three members of the Executive and any motion must have the support of at least three voting members.

- d. The Executive shall be subject to the direction of Council and bound by the Constitution, Regulations and Policies of the SRC.
- e. Meetings of the Executive must be conducted in open session, provided that Executive may, by a motion supported by an absolute majority, decide to discuss matters deemed confidential in a closed session.
- f. The Executive cannot create, amend or repeal Regulations or Policy of the SRC.
- g. At each meeting of the Executive, the minute of the meeting immediately prior shall be considered for confirmation as a true and accurate record.
- h. Minutes must be sent to Council within fourteen days of being confirmed by Executive.

#### 14. Annual Elections

- a. All voting members of Council shall be elected by and from the students in annual elections.
- b. Annual elections shall be conducted simultaneously with the AUU annual elections.
- c. At least 14 days notice must be provided for the opening of nominations for any position elected in annual elections.
- d. All elections for single member positions must be conducted in accordance with the Hare Clarke Optional Preferential voting system.
- e. All elections for multiple member positions must be conducted in accordance with the Hare Clarke Optional Preferential Proportional voting system.
- f. The Council must appoint a Returning Officer to oversee the conduct of elections who must not have been a candidate in elections of the SRC or AUU within the past five years.
- g. Regulation shall be created to govern the annual elections of the SRC.

#### 15. Alteration of this Constitution

- a. This Constitution may be altered by a motion on notice passed by a three quarters majority of voting positions.
- b. The Public Officer shall register the alteration with the Office of Consumer and Business Affairs no later than twenty days after approval by Council.

#### 16. General Meetings of Students

- a. The conduct of a General Meeting of Students shall be governed by Regulation.
- b. A General Meeting of Students may be called by an absolute majority of Council or by 1% or 300 students, whichever is greater, with a quorum of 150 students.
- c. A General Meeting of Students shall have the power to:
  - i. Overturn decisions of and policy of Council;
  - ii. Create new policy; or
  - iii. Censure Office Bearers.
- d. A General Meeting of Students shall not have the power to:
  - i. Remove members of Council or Executive;
  - ii. Fill casual vacancies;
  - iii. Call Referenda; or
  - iv. Alter the Constitution.

#### 17. Interpretation

- a. Any question of interpretation of this Constitution must be determined by Council.

#### 18. Finances



- a. The Council has the management and control of funds and other property of the SRC.
- b. The Executive shall have the day to day management of the funds and property of the SRC, subject to such limits as the Council may determine by Regulation.
- c. The Council may rescind or override any motion of Executive that concerns the administration of the finances of the SRC.
- d. The financial year of the SRC shall be the same as the financial year of the AUU.
- e. The SRC shall keep and retain such financial records as are necessary to correctly record and explain the financial transactions and financial position of the SRC, in accordance with the Act.
- f. Should the gross annual receipts of the SRC exceed \$500 000, the SRC shall appoint an auditor and conduct an audit of its accounts in accordance with the Act.

19. Public Officer

- a. The General Secretary shall be Public Officer of the SRC. If the General Secretary is ineligible to be Public Officer, Members shall elect a Public Officer from amongst the voting Members at the first meeting of a Council's term using the Hare Clarke Optional Preferential voting system.

20. Prohibition against securing profits for members

- a. The income and capital of the SRC shall be applied exclusively to the promotion of its objects and no portion shall be paid or distributed directly or indirectly to members or their associates except as bona fide remuneration for services rendered or expenses incurred on behalf of the SRC.

21. Winding Up

- a. The SRC may be wound up in a manner provided in the Act.
- b. Upon winding up or deregistration, the SRC shall keep records for a period as specified in the Act or regulations made pursuant to the Act.
- c. If, at the winding up of the SRC there remain surplus assets as defined by the Act, such surplus assets shall be given to the AUU.

22. The Seal

- a. The SRC shall have a common seal upon which its corporate name shall appear in legible characters.
- b. The seal shall not be used without the express authorisation of Council, and every use of the seal shall be recorded in the minutes.
- c. Affixing the seal shall be witnessed by the President and the General Secretary.