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# TAKE TIME OUT TO READ THIS!

AND THEN ATTEND  
THURSDAY'S MEETING

# UNION CONSTITUTION

## NAME & OBJECTS

1. The Adelaide University Union is an association of members responsible to the University Council for the promotion and co-ordination of extra-curricular activities within the University of Adelaide.
2. There shall be four categories of membership, namely full membership (including honorary and honorary life membership), associate membership, life membership (granted up to 1956), and visiting membership.
3. The following shall be entitled to become members of the Union on fulfilment of the conditions prescribed.

### (a) Full Members

- (i) Full-time undergraduate students, postgraduate students, and non-matriculated students on payment of the Statutory Annual Fee prescribed by the University Statutes or such reduced fee as may be allowed by the University Council with the approval of the Union Council.
- (ii) Part-time undergraduate students, postgraduate students, sub-graduate diploma students, non-matriculated students and Teachers College students (full-time or part-time) doing University courses on payment of a concession fee representing 50 per cent on the Statutory Annual Fee.
- (iii) Academic and professional staff, Ancillary Staff and Union employees on payment of a fee representing 20 to 25 per cent of the Statutory Annual Fee.

### (iv) Honorary Members

The Union Council may by a two-thirds majority confer honorary or honorary life membership on any individual in appreciation of services rendered to the Union.

Only full members shall have voting rights at any election or General Meeting.

### (b) Associate Members

Graduates of the University of Adelaide or of any university recognised by the University of Adelaide who are not full members, external students and employees or managers of businesses on the campus on payment of a fee representing 20 - 25 per cent of the Statutory Annual Fee.

### (c) Life Members

Anyone who was a life member of the Union on 31st December 1956 shall be entitled to continue such life membership and no capitation or other fee shall be payable by such a member.

### (d) Visiting Members

Visiting members and students of other Universities may be admitted to membership for a period not exceeding one month at any one time or three months in all in any one year on being nominated by any two full members of the Union. Should such visiting members desire membership exceeding one month at any one time, or three months in all in any one year they shall pay such subscription as the Council may determine.

### 4. Membership shall cease in any of the following events, namely:

- (a) A member's failure to pay in each year the required fee as prescribed in Clause 3.
- (b) A member's failure to discharge any financial obligation to the Union within such time as may be prescribed or approved by the Union Council.
- (c) A member ceasing to be eligible for membership.

## THE UNION COUNCIL

### 5. The affairs of the Union shall be managed by a Council to be known as the Union Council and to consist of the following members:

- (a) Fifteen elected members who shall be elected annually by the full members of the Union. Only full members of the Union shall be eligible for election.
- (b) Up to four members who shall comprise the Chairmen of the Standing Committees.
- (c) The Warden of the Union and the Registrar who shall be non-voting members.

### 6. No member may delegate his voting right or vote in absentia.

### 7. The Council may invite such guests, observers or consultants to attend its meetings as it shall from time to time determine. Affiliated groups in receipt of an annual grant from the Union under the provisions of Clause 14 (b) shall be sent Council papers and agendas and shall have the right to send observers to Council meetings.

### 8. (a) At its first meeting each year the Council shall elect a Chairman from the elected members of the Council.

(b) The Chairman shall have a deliberative vote, and in the case of an equality of votes, may exercise a casting vote.

### 9. (a) The Union Council shall meet regularly for the despatch of its business at such intervals as it may from time to time determine.

(b) The regular meetings shall be convened by the Secretary, or in the Secretary's absence, by the Chairman.

(c) A special meeting shall be called by the Chairman either of his own volition, or on receipt by the Secretary of a requisition from three members of the Council.

(d) The quorum for a meeting of the Council shall be ten of the voting members.

(e) Meetings of the Union Council shall normally be conducted in open session. The Council may, however, by a majority of those present and voting, decide to discuss confidential matters in camera.

(f) The Council year shall run from the first day of the August vacation to the last day of the second term in the following year.

### 10. A member of the Council shall cease to be a member:—

(a) upon his resignation in writing to the Secretary of the Union,

or

(b) upon his being absent, without leave of absence from the Union Council, from three consecutive meetings of the Union Council,

or

(c) if he is an elected member and ceases to be a full member of the Union.

### 11. Any casual vacancy occurring during the year shall be filled within twenty-eight days by a secret ballot of full members conducted on campus.

## COMMITTEES OF THE UNION COUNCIL

### 12. (a) The Union Council may appoint such Committees as it may from time to time deem necessary and may define the powers and functions of each.

(b) There shall be the following Standing Committees:

- (i) A House Committee
- (ii) A Finance Committee
- (iii) A Union Hall Committee
- (iv) A Planning and Development Committee.

(c) The Council shall decide the composition of the Standing Committees from year to year.

(d) The Chairman of each Standing Committee shall be elected by the Council subject to subsequent ratification by a majority of those present and voting at a general union meeting.

(e) Each Standing Committee shall contain at least two of the elected members of the Council.

(f) The Warden of the Union shall be an ex officio member of each Standing Committee.

(g) Any member of the Union shall be eligible for membership of a Committee or Standing Committee.

## OFFICERS AND SERVANTS

### OF THE UNION

### 13. (a) There shall be such officers and servants of the Union as the Union Council shall from time to time determine and appoint.

(b) Amongst such officers and servants there shall be the following:

- (i) A Warden of the Union, who shall be the Chief Executive Officer of the Union, responsible to the Union Council for the general administration of the Union, in accordance with the policies adopted and the

decisions made by the Union Council and its Committees. The Warden will have also certain responsibilities to the University Council. Insofar as his duties in and responsibilities to the Union are concerned the Union Council will if the need arise define their scope and resolve any question of their correlation with the duties of the Secretary of the Union.

(ii) A Secretary of the Union, who shall be responsible to the Warden for such matters in the Union as the Warden shall refer to him and shall act as Secretary of the Union Council and of the various committees of the Union Council.

(iii) An Honorary Treasurer, who shall be appointed by the Council of the University and who shall perform such duties as the Union Council shall from time to time determine.

*Inter alia*, he shall be responsible for the keeping of proper books of account and the preparation of such financial statements as the Union Council may from time to time require.

## FINANCE

### 14. (a) The Union Council shall be responsible for the proper administration of the Union's financial affairs and property.

(b) In addition to maintaining the services and facilities within the Union buildings, the Union Council shall make annual grants to the Adelaide University Sports Association, the Post Graduate Students Association, the Clubs and Societies Council, and recognised undergraduate organisations and may make grants for other purposes approved by the Union Council.

(c) Applications for such grants shall be forwarded to and considered by the Union Council.

(d) The Honorary Treasurer shall annually submit to the Union Council such financial statements as the Council may require.

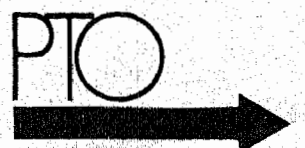
(e) After approval by the Council and audit by one or more auditors to be appointed annually by the Council, those statements shall be forwarded to the University Council.

(f) The Union's financial year shall be January 1 to December 31.

## REGULATIONS AND RULES

### 15. (a) The Union Council may make regulations:—

- (i) Governing the constitution and defining the powers and functions of any of its committees



- (2) (ii) Concerning the use of any facilities provided by the Union; and
- (iii) For such other purpose as it may deem necessary and desirable.
- (b) The procedure for making a regulation shall be as follows:—
- (i) A regulation shall in the first instance be approved at a meeting of the Union Council by a majority of the members present and voting.
- (ii) It shall then lie on the table of the Union Council and shall be posted on the Union Notice Boards until the next regular meeting of the Union Council. A certificate by the Chairman of the Union Council and the Secretary of the Union that the regulation was duly posted shall be conclusive evidence of such posting.
- (iii) At its next regular meeting, or at a subsequent regular or special meeting the Union Council shall confirm the regulation (with such amendment, if any, as it may approve) or disallow it. Any amendment deemed to be substantial by the Union Council shall lie on the table until the next meeting.
- (c) A regulation made in accordance with section (b) of this clause shall be effective from the date of its confirmation or from such subsequent date as the Union Council may fix.

#### ELECTION AND VOTING PROCEDURES.

16. The elected members of Union Council shall be elected by a postal ballot of full members during the second term of each academic year. The fifteen eligible candidates shall be elected in a single constituency and the fifteen with the highest number of votes shall be declared elected. The methods and procedures shall be in accordance with Regulations.

#### POWER OF RECALL

17. (a) On the presentation of a petition signed by at least 10 per cent of full members of the Union expressing no confidence in the Council, the Secretary shall conduct a referendum on the question.
- (b) The referendum shall be decided by secret ballot held on campus.
- (c) The Council members shall cease to hold office if
- (i) at least 20 per cent of the full members cast votes and
- (ii) two-thirds of those voting cast votes expressing no confidence in the Council.
- (d) If the members of Council cease to hold office in the terms of subclause (c) above, a new election is to be held by postal ballot within 28 days.
- (e) The Warden of the Union shall be administrator of the Union until such time as the new Council takes office.
- (f) The new Council shall hold office for the balance of the term of the recalled Council, except where it takes office less than two months before the expiry of the term of the recalled Council, it shall also hold office for the subsequent year.

#### GENERAL MEETINGS OF THE UNION

18. (a) The Union Council may convene general meetings of the Union, and it shall do so on receipt of a requisition signed by not less than ten members of the Union. General meetings may be held only during term, from March to October inclusive. Not less than seven days notice of a general meeting of the Union shall be given.
- (b) A requisition by members of the Union shall be lodged with the Secretary of the Union and shall state, in the form of a motion to be proposed at the meeting, the nature of the business for which the meeting is to be convened. Such a meeting shall be convened not more than twenty-eight days

after receipt of the requisition by the Secretary of the Union, subject to clause 18 (a) above.

- (c) A general meeting of the Union shall be convened by the posting of notices specifying the time, place and business of the meeting on noticeboards in at least three conspicuous positions in the Union buildings.
- (d) A certificate by the Chairman of the Union Council and the Secretary of the Union that the notices were duly posted shall be conclusive evidence of such posting.
- (e) The quorum for any general meeting of the Union shall be forty full members. The meeting will be chaired by the Chairman of the Union Council, or in his absence by a Chairman elected by the meeting.
- (f) A General Meeting of the Union may make recommendations to the Union Council and the Union Council shall consider such recommendations at its next meeting.

- (g) Any motion submitted to a general meeting shall be capable of amendment without prior notice by a majority of those present and entitled to vote and the motion as so amended shall then be treated as the original motion.

- (h) If a resolution is carried by a majority of 100 or more and the Council rejects such resolution either explicitly or implicitly the procedure for recall as provided under clause 17 shall be instituted as if a petition in the terms of clause 17 (a) had been presented.

#### ALTERATION OF THE CONSTITUTION

19. (a) The procedure for altering the Constitution shall be as follows:—
- (i) Proposals for alterations may be initiated either by notice of motion by a member of the Union Council or by request in writing signed by at least ten members of the Union and delivered to the Secretary of the Union.
- (ii) Such alteration shall be submitted to full members for decision by postal ballot concurrently with the election of the Council in each year.
- (iii) An alteration approved by a majority of members voting shall be forwarded by the Secretary to the University Council for approval.

#### INTERPRETATION

20. Any question of the interpretation of this Constitution shall be determined by the Union Council: provided that any member of the Union adversely affected by any such interpretation may appeal to the University Council whose decision shall be final.
- Adopted — Union Council  
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to be Confirmed — General Meeting  
to be Allowed — University Council

SO BE IT

# UNION GENERAL MEETING

## ADOPTION OF NEW CONSTITUTION

There will be a General Meeting of the Union at 1 p.m. on Thursday, 1st October in the Union Hall.

#### BUSINESS:

To adopt the Union's new Constitution. A draft of this Constitution was published in ON DIT in September.

With various amendments this draft has been adopted by the Union Council, at its meeting last night, Wednesday, September 23rd. A copy of the revised Constitution as adopted may be seen immediately outside the Secretary's office in the Lady Symon Building (first floor). It may also be compared with the draft and with the existing Union Constitution which are both pasted up clause by clause to correspond as closely as possible with the new Constitution.

Copies of the new Constitution will be available before the meeting and a limited number will be available at the meeting.

Significant amendments are as follows:

#### MEMBERSHIP

Clause 3. Honorary and Honorary Life members have been transferred into the full membership category, though the other arrangements for membership remain unchanged.

Academic and professional staff, ancillary staff and Union employees will be admitted to full membership now only on payment of a fee representing 20 to 25 per cent of the Statutory Fee.

#### UNION COUNCIL

Clause 5. The Chairmen of the four Standing Committees have been admitted to voting membership of the Council, but still subject to ratification of their position under clause 12 (d) by a general meeting called after their election as Chairmen.

The Warden of the Union and the Registrar remain as non-voting members. Clause 9. The quorum for a meeting of the Council has been increased to ten voting members.

Meetings of the Union Council may only be conducted in camera for confidential matters.

The Council year has been fixed to run from the first day of the August vacation to the last day of the second term in the following year.

#### ELECTION AND VOTING PROCEDURES

Clause 16 now reads: "The elected members of Union Council shall be elected by a postal ballot of full members during the second term of each academic year. The fifteen eligible candidates shall be elected in a single constituency and the fifteen with the highest number of votes shall be declared elected. The methods and procedures shall be in accordance with Regulations.

Regulations will need to be drafted covering the procedure for conducting the election, but as things stand it is understood clearly that preferential voting cannot be prescribed, nor can proportional representation provisions. In practice the variation in methods of counting will be in the number of votes required on a ballot paper for the ballot paper to be valid; for example: if there are fifteen vacancies then a ballot paper may be valid only if fifteen votes are recorded, or if one vote only is recorded, or any number in between.

#### GENERAL MEETINGS

Clause 18. The draft Constitution has been amended so that it could no longer be possible for a general meeting to be requisitioned during University vacation or during the exams.

Ralph Middenway  
Secretary.

meanwhile,  
keep  
studying,  
folks.

On Dit Broadsheet No. 2

Edited and designed by Garry Disher