



# Constitution

Adopted: Ordinary General Meeting, 22 July 2019  
Amended: Annual General Meeting, 21 August 2019

## 1 Name

The name of the association is The Australian National University Computer Science Students' Association.

## 2 Definitions

In this constitution, unless the contrary intention appears:

**ANU** means Australian National University.

**ANUSA** means The Australian National University Students' Association.

**majority** means the next whole number above half; in mathematical terms,  $\lfloor \frac{n}{2} \rfloor + 1$ .

**PARSA** means The Australian National University Postgraduate And Research Students' Association.

**student member** means a member of the association who is a student of the ANU.

**teaching day** means a working day that falls during an ANU semester and not during a teaching break.

**two-thirds majority** means the next whole number above two thirds; in mathematical terms,  $\lfloor \frac{2n}{3} \rfloor + 1$ .

## 3 Affiliation

- (1) The association is affiliated to the ANU College of Engineering & Computer Science, the Clubs Council of ANUSA, and PARSA.
- (2) Anything in this constitution which is inconsistent with ANUSA Clubs Regulations and Policies is void to the extent of that inconsistency.

The association must fulfil its obligations under ANUSA Clubs Regulations.

## 4 Membership

- (1) A person becomes a member of the association—
  - (a) when they inform the association that they wish to become a member, having paid the membership fee and, if they are not a student of the ANU, having been approved by the committee; or
  - (b) when a motion is passed by a two-thirds majority at a general meeting making them a life member; or
  - (c) when they become a committee member.
- (2) A person's membership of the association ends—
  - (a) when they inform the association that they wish to end their membership; or
  - (b) when a motion is passed by a two-thirds majority at a general meeting ending their membership; or
  - (c) at the end of a calendar year, unless they are a committee member or life member.
- (3) The committee may determine a membership fee not exceeding \$20.

The committee may permit a person to not pay a membership fee, or pay a reduced membership fee.
- (4) The secretary must maintain a list of names and email addresses of members.

## 5 Committee

- (1) The association is controlled and managed by a committee of—
  - (a) the president; and
  - (b) the vice-president; and
  - (c) the treasurer; and
  - (d) the secretary; and
  - (e) the industry representative; and
  - (f) the postgraduate representative; and
  - (g) the diversity representative; and
  - (h) the international representative; and
  - (i) 3 general representatives.
- (2) The committee may co-opt up to 3 additional general representatives.
- (3) If a position on the committee becomes vacant, the remaining members of the committee may co-opt an eligible person to fill the vacancy.
- (4) The trustees of the association are the president, vice-president, treasurer, and secretary.
- (5) Only students of the ANU may be elected or co-opted to a position on the committee other than that of General Representative.

A member of the committee that ceases to be a student does not lose their position as a result.
- (6) A person may not hold more than one position on the committee.
- (7) A member of the committee may resign, or a motion may be passed by a two-thirds majority at a general meeting removing them from their position.
- (8) At least a majority of members of the committee must be present (including by electronic or other means) to constitute a meeting of the committee or exercise its powers.

- (9) Members of the committee are bound by a motion passed by a majority of committee members present and voting at a meeting, or by a motion passed by a majority of committee members circulated outside of a meeting.
- (10) The committee and each member of the committee are bound by a motion passed by a majority of members at a general meeting.
- (11) The committee and each member of the committee may delegate their powers and responsibilities.

## **6 Committee—election**

- (1A) The committee must appoint a willing person as the returning officer for the election of committee members no later than four weeks before an annual general meeting.
- (1B) The returning officer must not nominate for any position in the election for which they are the returning officer.
- (1C) The committee must give all assistance necessary for the running of the election (including, but not limited to, usage of the membership roll and the association’s email and social media) to the returning officer.

- (1) The returning officer must give notice to all members calling for nominations for all positions in section 5(1) no later than three weeks before an annual general meeting.

Nominations must be made by the nominee, in the manner and by the date directed by the returning officer, listing in preference order which position(s) they are nominating for and stating, in no more than 300 words, their suitability for those position(s).

- (2) The returning officer must give notice to all members of the name, nominated position(s), and statement of each candidate no later than one week before the annual general meeting.
- (3) If any position has more candidates than vacancies, the returning officer must conduct a secret ballot for each such position at the annual general meeting.
- (4) The returning officer must determine the elected candidate(s) for each contested position using a single transferable vote method (such as the Meek STV method in the OpenSTV voting software).
- (5) If any candidate would receive more than one position, they receive the position for which they nominated the highest preference, and each other position is determined as though that candidate withdrew.
- (6) Each successful candidate assumes their position two weeks after the conclusion of the annual general meeting.
- (7) If any position has no nominations, that position becomes vacant two weeks after the conclusion of the annual general meeting.

## **7 General meetings**

- (1) The committee must call an annual general meeting of the association once per calendar year.
- (2) The committee may call an ordinary general meeting of the association as it considers appropriate, not more than once per ANU semester.
- (3) The committee must call a special general meeting of the association within 10 teaching days of receiving a petition of 10 members of the association calling for such a meeting. Such a meeting must only consider motions called for in the petition.

## **8 General meetings—time and location**

- (1) A general meeting must be held on a teaching day.
- (2) A general meeting must be held in a location on ANU campus accessible to members.
- (3) The committee must notify members of the time and location of a general meeting—
  - (a) 2 weeks before an annual or ordinary general meeting; or
  - (b) 3 days before a special general meeting.

## **9 General meetings—procedure**

- (1) At least 10 student members must be present in person to constitute a general meeting of the association or exercise its powers.
- (2) The president or vice-president presides at a general meeting.
- (3) The secretary must take and publish minutes of a general meeting.
- (4) Only student members may vote on motions or in elections at a general meeting.
- (5) A student member may appoint another student member as a proxy to vote on their behalf by notifying the secretary before or during a general meeting. One student member must not be a proxy for more than one other student member.

## **10 Funds**

- (1) Funds of the association may be expended by the committee.
- (2) The committee may allow one or more of their number to expend funds up to a particular amount not exceeding \$500 for a particular purpose, or for a general purpose, without seeking approval from the committee for individual expenditures.
- (3) Funds of the association must not be given directly or indirectly to members of the association except—
  - (a) to repay expenses incurred on behalf of the association; or
  - (b) as interest at a rate not exceeding interest at the rate which is or would be charged by the association's bankers for money lent to the association; or
  - (c) as bona-fide remuneration for services rendered by the members to the association; or
  - (d) as bona-fide rent for premises let to the association.

## **11 Dissolution**

- (1) The association may be dissolved—
  - (a) by a motion passed by a two-thirds majority at a general meeting; or
  - (b) when the positions of all trustees are vacant; or
  - (c) when the association ceases to function by natural attrition.
- (2) In the event of dissolution any surplus property must not be given to members, and must be given to ANUSA.

## **12 Amendment**

This constitution may be amended or replaced by a motion passed by a two-thirds majority at a general meeting.