COUNCIL

The 447th meeting of the Council will be held at 9:15 am on Friday 20 July 2018 in the RC Mills Room, Chancelry. Any additional information will be available at the meeting.

Apologies and enquiries should be directed to the Corporate Governance and Risk Office on (02) 6125 2113 or by email: director.governance@anu.edu.au

Chris Reid
Secretary – ANU Council
Director, Corporate Governance and Risk Office

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IMPORTANT INFORMATION FOR MEMBERS

CONFIDENTIALITY
Members of Council and others receiving the agenda are reminded of the need for careful discretion in the use and communication of Council business, referring to the Director, Corporate Governance and Risk Office, or other appropriate officer of the Council when in doubt.

Council business marked or declared to be confidential is not at any stage to be communicated to others without prior reference to the Chairperson or the Director, Corporate Governance and Risk Office. Only papers considered especially confidential are so marked.

All matters relating to individual persons, including appointments, enrolment, candidacy for degrees, personal details, performance and conduct are declared to be confidential.

CONDUCT OF COUNCIL MEMBERS
Members of Council are considered officials for the purposes of the Public Governance, Performance & Accountability Act 2013. The definition of officials includes all members of the ANU Council, as well as all officers, employees and members of the University.

Division 3, sections 25 to 29 of the Public Governance, Performance & Accountability Act 2013, sets out the general duties of officials. As an official, a member of the Council may be removed from their position if they breach those general duties.

Duty of Care & Diligence
A member of the Council must exercise their powers, perform their functions and discharge their duties with the degree of care and diligence that a reasonable person would exercise if they:

• were a member of the Council in the University's circumstances; and
• occupied the position held by, and had the same responsibilities within the University as, the member of the Council.

Duty to Act in Good Faith and for Proper Purpose
A member of the Council must exercise their powers, perform their functions, and discharge their duties in good faith and for a proper purpose.

Duty in Relation to Use of Position
A member of the Council must not improperly use their position to gain an advantage for themselves or for any other person, or to cause detriment to the University, the Commonwealth or to any other person.

Duty in Relation to Use of Information
A member of the Council who obtains information because of that position, must not improperly use that information to gain an advantage for themselves or for any other person, or to cause detriment to the University, the Commonwealth, or any other person.

Duty to Disclose Interests
A member of the Council who has a material personal interest that relates to the affairs of the University must disclose the details of the interest.

SUBMISSION OF ITEMS BY MEMBERS OF COUNCIL
Members of Council should communicate to the Vice-Chancellor matters which they wish to have included on the agenda for a meeting of Council. Full details and documentation relating to any items to be included in the agenda should be submitted at least 16 days before the meeting.

AGENDA ON THE INTERNET
The agenda and minutes for meetings of Council are available on the Internet at: http://www.anu.edu.au/about/governance/council

GLOSSARY
A glossary of common terms and acronyms used in the University has been provided in the Attachment section of this agenda.
PART 1 – PROCEDURAL ITEMS

* 1. ANNOUNCEMENTS AND APOLOGIES

Mrs Claire Shrewsbury joins Council for her first meeting as the new Professional Staff Member. She will serve a two-year term until 25 May 2020.

Dr Doug McTaggart has conveyed his apologies for this meeting.

Council members are also asked to note that this will be the final meeting for Council members Professor Catherine Waldby, Professor Tim Senden, and Ms Alyssa Shaw, whose terms expire before the next meeting of council, on 5 October 2018.

* 2. LEAVE OF ABSENCE

Subsection 15(1)(d) of the Australian National University Act 1991 provides that if a member of the Council (other than an ex officio member) is absent without leave of the Council from three consecutive meetings of the Council, the member’s office becomes vacant.

The Chair invites members to seek leave from meetings of Council which they expect to be unable to attend.

* 3. DISCLOSURE OF MATERIAL PERSONAL INTEREST

In accordance with section 29 of the Public Governance, Performance and Accountability Act 2013, members of Council are required to declare any direct or indirect material personal interest in matters on the agenda.

* 4. ARRANGEMENT OF AGENDA

1. The Chair will ask whether any further items should be considered confidential.
2. The Chair will ask whether any further items should be starred for discussion.
3. The Vice-Chancellor will move that the unstared items be dealt with as proposed in the agenda.
4. The Chair will invite members to foreshadow matters to be raised under Agenda Item 39, Other Business.
5. The Chair will ask if there are any agenda items that need to be re-sequenced.

*C5. MINUTES

RECOMMENDATION

That Council confirm the minutes of the meeting held on 25 May 2018 (177/2018).
THE AUSTRALIAN NATIONAL UNIVERSITY

COUNCIL MINUTES

The 446th meeting of the Council was held at 9:15am on Friday 25 May 2018, in the RC Mills Room, Chancery.

Confidential until confirmed by Council
PART 2 – KEY BUSINESS ITEMS

*C6 - 9. Confidential to Council Members
**10. PHILANTHROPIC PRESENTATION – NATIONAL SCHOLARS PROGRAM**

**PURPOSE**
For Council members to receive a philanthropic presentation (a ‘pitch’) on the National Scholars Program as part of the Admissions, Scholarships and Accommodation project.

**PREPARED BY**
Deputy Director (Operations), Alumni Relations & Philanthropy

**REVIEWED BY**
Vice-President (Advancement)

**APPROVED BY**
Vice-President (Advancement)

**SPONSOR**
Vice-Chancellor

**RECOMMENDATION**
That Council note the philanthropic presentation on the National Scholars Program.

**ACTION REQUIRED**
☑ For discussion ☐ For decision ☑ For information

**CONSULTATION**
☑ Staff ☑ Students ☐ Alumni ☐ Government ☐ Other ☑ Not applicable

**BACKGROUND**
During the More Partnership Advancement education session at the Council meeting in September 2017, the Vice-Chancellor suggested that a schedule of philanthropic presentations from researchers should periodically be delivered to Council. This is a 15 minute opportunity for researchers to inform, and receive feedback from, Council.

The first philanthropic presentation, concerning the Sustainable Farming Project, was delivered by Professor David Lindenmayer at the 6 April 2018 meeting. The second presentation was on the ANU Humanitarian Health Hub, presented by Dr Kamalini Lokuge and Professor Emily Banks at the 25 May 2018 meeting.

**SUMMARY OF ISSUES**
Professor Marnie Hughes-Warrington and ANU student, Lachlan Arthur, will present the National Scholars Program.

This program is a call for funding for scholarships to support the Admissions, Scholarships and Accommodation project – ‘the National Scholars Program.

The success of the new admissions model at ANU relies on scholarship support to make the placements we offer affordable to all. The goal is to raise $50 million to fund 200 new scholarships.

By supporting the National Scholars Program, donors will directly assist as many deserving students as possible and ensure that an ANU education is something that all talented students can aspire to.

Council members are encouraged to provide further feedback following each presentation directly to barbara.miles@anu.edu.au.

**ATTACHMENT**
10.1 National Scholars Program proposal

**COMMUNICATION**
☐ For public release ☐ For internal release ☑ Not for release
PART 3 – STRATEGIC ISSUES

*11. SOCIETAL TRANSFORMATION – PRESENTATION

**PURPOSE**
To consider a strategic update on implementation of the Societal Transformation Plan

**PREPARED BY**
Director, Office of the Vice-Chancellor

**REVIEWED BY**
Vice-Chancellor

**APPROVED BY**
Vice-Chancellor

**SPONSOR**
Vice-Chancellor

**RECOMMENDATION**
That Council note the strategic update on implementation of the Societal Transformation Plan.

**ACTION REQUIRED**
☑ For discussion  ☐ For decision  ☑ For information

**CONSULTATION**
☑ Staff  ☐ Students  ☐ Alumni  ☐ Government  ☐ Other  ☐ Not applicable

**BACKGROUND**
The Societal Transformation (ST) Plan is one of six Executive Plans, developed to operationalise and implement the ANU Strategic Plan.

The ST Plan is ‘owned’ and championed by the Vice-Chancellor, who takes primary responsibility for its progress. It deals with the University’s strategies to enhance its impact on public policy as a way of improving society, with a particular focus on Indigenous Australia, and on the mission of the ANU in relation to Asia and the Pacific.

**SOCIETAL TRANSFORMATION**
Recent months have seen some notable successes for the University in its engagement with public policy, particularly our nation’s place in the world and the issues around Indigenous recognition.

The ANU Crawford Leadership Forum, the University’s primary annual opportunity to host – and drive – policy discussions that resonate with major global themes, took place in late June. It obtained media coverage in the Australian Financial Review, the Sydney Morning Herald and elsewhere. Its real power, however, was in the range and quality of the speakers and participants, responding to challenging presentations, big thinking and new ideas.

In early July, the University’s long-planned First Nations’ Governance Forum took place in Old Parliament House, and brought together influential leaders from Indigenous communities, and elsewhere, in Australia and around the world. This landmark event was highly politically engaged, with the Joint Select Committee on Constitutional Recognition Relating to Aboriginal and Torres Strait Islander Peoples meeting during the Forum, and the four Indigenous members of Parliament all taking a highly valued planning and leadership role in the event. This was an example of the University playing its role as facilitator for the nation, encouraging challenging conversations to take place in an atmosphere of respect, reconciliation and honest exchange.

ANU now needs to take the conversation forward – which it will do at a follow-up event with Geoffrey Robertson QC on 21 September – while maintaining a focus on delivering the wider Reconciliation Action Plan.

The University’s academic commitment to supporting positive change for Australia’s Indigenous communities has continued to grow. ANU is investing in an Indigenous Health and Wellbeing Initiative, led by Professor Emily Banks and Dr Ray Lovett, with strategic funding allocated to draw in new academic talent in this space. The University anticipates the new ANU Indigenous...
Research Strategy, currently in its consultation phase and being led by the DVC Research & Innovation, will lead to more opportunities for ANU to achieve impact in this space.

While the signature events of June and July have occupied much of the capacity of the Hub and our public policy apparatus in recent months, the University is well placed to make major strides over the next year in implementing the Societal Transformation Plan. Much of the groundwork has been done in developing the Public Policy and Societal Impact Hub (PPSI Hub) that will be a centrepiece of the University’s outreach and engagement work in the public policy space. The Director, Sean Innis, has extensive experience in the design of public policy, and will lead the embedding of the Hub across the ANU community. His team is now fully staffed, a process that has taken longer than expected, and with ACLF and the First Nations’ Governance Forum successfully delivered, the Hub’s attention can now be focused on accelerating delivery of our core strategic priorities.

Among the PPSI Hub’s priorities in the coming months will be the development of a digital ‘front door’ for the University’s public policy engagement, which will enable the public policy community frictionless access to the University’s breadth of expertise. A new tranche of ANU Public Policy Fellows will also be identified and appointed, drawn from the highest levels of the public policy community and committed to adding value to the University’s policy engagement. The Hub’s public policy ‘greenhouse’ is in development, with plans to trial its systems in the second half of 2018 advancing.

Winning the trust and engagement of the public policy academics at ANU will remain an ongoing priority for the Hub. The strategic importance of public policy work has been socialised in recent months, particularly through our exercise to strategically assess the University’s allocation of the National Institutes Grant (NIG), where achieving impact through policy engagement was a strong theme.

The University has been conscious that the Plan’s commitment to enable meaningful engagement with Asia and the Pacific has been weighted more towards Asia. In this space, ANU remains highly engaged. The Vice-Chancellor was recently part of a panel engaged in reviewing the higher education system of Singapore, along with that nation’s political leadership and other university presidents from around the world. The new ANU Singapore Office will soon be staffed, and the China Liaison Office has built a strong profile in Beijing, providing useful intelligence and connectivity there. ANU’s many university partnerships have expanded to include Ritsumeikan University, Japan, which will send its first cohort of students to the College of Asia and the Pacific in 2019.

However, the University wants to achieve more regional balance, and has set in train plans to visit partners in the Pacific at least annually, beginning with the University of Papua New Guinea in November 2018, and possibly a visit to the University of the South Pacific in Suva, Fiji during 2019. ANU has also welcomed senior delegations from Asia and the Pacific in recent months, including the Prime Minister of the Solomon Islands, helping the University meet its objective of providing a platform for major discussions about our region.

Alongside ongoing and well-established work in Asia, the University’s engagement with the Pacific nations builds in 2019 and beyond, should be aligned to the academic work of the College of Asia and the Pacific. The College continues to be among Australia’s leading capacities in these disciplines, evidenced by the $20 million funding awarded to the College by DFAT for a four-year Pacific Research Program. Its ambitious plans to create a new Foreign and Security Policy Institute within the Coral Bell School, drawing together scholars with expertise in the region, will create a new resource for Australia and beyond.

Overall, the Societal Transformation Plan is delivering some significant outcomes for the University, but this focus and engagement will now accelerate. The University Council has justifiably high expectations in this space, and the Vice-Chancellor is determined that these be met.

During the presentation to Council, the Vice-Chancellor will outline in more detail where he sees ANU priorities going forward, and what the Council can expect from the Plan in the next 12 months.

ATTACHMENT

11.1 Presentation on Societal Transformation Plan
**PART 4 – OTHER MATTERS FOR DECISION**

**12. TUITION FEE BANDS FOR 2019**

**PURPOSE**
To determine the University’s international and domestic tuition fees (excluding domestic CGS places) for 2019.

**PREPARED BY**
Deputy Vice-Chancellor (Academic)

**REVIEWED BY**
Provost

**APPROVED BY**
Provost

**SPONSOR**
Deputy Vice-Chancellor (Academic)

**RECOMMENDATION**
That Council approve:

1. The fee bands, rates, and domestic fee adjustment bands for 2019 fees as outlined at tables 1, 2, and 3;
2. The other tuition fees detailed in tables 5 and 6;
3. The undertaking of work to explore the opportunities for scholarships for the following areas:
   a) Health, noting that ANU currently has the highest tuition fees in the Group of Eight;
   b) More generally, through providing scope for marketing and student recruitment to inform potential tuition fee and scholarship rates based on competitor analysis;
4. The International Strategy and Partnerships work with the ANU International Group, in consultation with Global Programs and Marketing and Student Recruitment, to develop a suite of fee bands appropriate for study abroad programs that are aligned with the University’s strategic and diversification goals;
5. That no tuition fees are set below the floor of band 1 without explicit approval the University Executive and Senior Management Group, representing the quality of the ANU brand; and
6. That a review of overtime fees for HDR students be undertaken for the 2020 fee setting process.

**ACTION REQUIRED**
☑ For discussion ☑ For decision ☐ For information

**CONSULTATION**
☑ Staff ☐ Students ☐ Alumni ☐ Government ☐ Other ☐ Not applicable

The above recommendation has been endorsed by the University Executive and the Senior Management Group.

**COUNCIL COMMITTEE / ACADEMIC BOARD CONSIDERATION**
☑ Finance ☐ Audit & Risk Management ☐ Campus Planning ☐ Remuneration
☐ Nominations ☐ Honorary Degrees ☐ Academic Board

The above recommendation was considered at the 6 July 2018 meeting of Finance Committee, and was endorsed for Council approval.
BACKGROUND
The University sets international tuition fees and domestic tuition fees annually as per the Tuition Fee Setting policy and procedure. These fees are set by bands, with discount tiers applied for domestic students based on the discipline they are studying in. This paper represents the recommendations of the Fee Setting Group of their meeting of 3 May, and requests approval of the tuition fees for 2019.

SUMMARY OF ISSUES
A general increase of 5% across all bands is recommended for 2019 with domestic discounts rates being held at the same level as 2018. This recommendation is on the basis of an updated competitor fee analysis. Limited information is available on peer’s 2019 fees, with only the University of Sydney, the University of Queensland, and the University of Adelaide having already released fees for 2019:

- USyd: majority of disciplines increased by 4%, apart from Creative Arts 6%, Heath UG 5% and Political Science & Policy Studies UG 1%
- UQ – majority with an increase of 5% and 6%, apart from Information Technology 10%
- U Adelaide – a mixture of increases but not across every discipline and fees still below ANU

Only three institutions have information available for 2019, providing a limited sample to draw upon. However, this information, when considered alongside trends for increases over previous years, provides reasonable assurance that an increase of 5% will generally be consistent with the sector.

Based on benchmarking analysis of Go8 fees at broad discipline level, no movement between bands is recommended. The details of these proposed changes and associated rationale are outlined in Table 1 below.

Table 1: Proposed ANU Domestic and International Tuition Fee Bands 2019

<table>
<thead>
<tr>
<th>Broad Discipline</th>
<th>UG</th>
<th>PG CW</th>
<th>PG R</th>
<th>D-disc tier (PG)</th>
<th>Rationale</th>
</tr>
</thead>
</table>
| Agriculture, Environmental and Related Studies | 3  | 3     | 3    | B               | Maintain same bands as 2018 (5% increase)  
11% fee increment in UG fees for 2018 (5.5% increment for PG and HDR fees). Student load data for 2018 show a declining trend in international student numbers.  
ANU PG fees are 3% higher compared to the median benchmark fees. |
| Behavioural Science | 3  | 4     | 4    | B               | Maintain same bands as 2018 (5% increase)  
UG fees is equal to Go8 median fees and load data suggest increasing growth in student numbers, although the student numbers are still low (under 70 EFTSL for UG and under 5 for PG) |
| Business (MBA) | 4  |       | A    |                 | Maintain same bands as 2018 (5% increase)  
Despite a 5% increment from 2017 and a growing trend in student load the discipline still has low student numbers suggesting it’s not a very strong product in this market (under |
<table>
<thead>
<tr>
<th>Broad Discipline</th>
<th>UG</th>
<th>PG</th>
<th>PG R</th>
<th>D-disc tier (PG)</th>
<th>Rationale</th>
</tr>
</thead>
<tbody>
<tr>
<td>Creative Arts</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>C</td>
<td>Maintain same bands as 2018 (5% increase) ANU International UG fees is 4% higher than median fees and more than 10% higher than UMelb. Discipline has low international student load (below 40 for UG and below 25 for PG)</td>
</tr>
<tr>
<td>Economics</td>
<td>3</td>
<td>4</td>
<td>4</td>
<td>A</td>
<td>Maintain same bands as 2018 (5% increase) Despite a drop in 2015, UG student load numbers show a steady growth trend from 2016 onwards; however, ANU International UG fees is highest in the benchmark group. A 5% increment from 2017 made PG fees 4% higher than median benchmark fees; student load data suggest increasing student numbers.</td>
</tr>
<tr>
<td>Engineering</td>
<td>4</td>
<td>4</td>
<td>3</td>
<td>A</td>
<td>Maintain same bands as 2018 (5% increase) Student load data show a steady growth in student numbers for all career types. Recommended to stay at 2018 levels, as the increment from 2017 for UG and PG bands was 10%. 2018 PG fees is 5% higher than Go8 median fees.</td>
</tr>
<tr>
<td>Health</td>
<td>5</td>
<td>5</td>
<td>5</td>
<td>B</td>
<td>Maintain same bands as 2018 (5% increase) ANU 2018 PG fees ($46,080) is highest in the benchmark group and is 9% above median benchmark fees (Appendix D.1). Student load data show a growing trend although numbers are still low (Total EFTSL below 60 for 2017 FY). Rather than moving health down a band, it is proposed that the relevant areas initiate tuition fee scholarships for 2019 to attract diversity in student groups.</td>
</tr>
<tr>
<td>Information Technology</td>
<td>4</td>
<td>4</td>
<td>3</td>
<td>A</td>
<td>Maintain same bands as 2018 (5% increase) Student load data show a steady growth in student numbers for all career types.</td>
</tr>
<tr>
<td>Broad Discipline</td>
<td>UG</td>
<td>PG</td>
<td>PG R</td>
<td>D-disc tier (PG)</td>
<td>Rationale</td>
</tr>
<tr>
<td>---------------------------</td>
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<td>------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td><strong>Recommended to stay at 2018 levels, as the increment from 2017 for UG band was 15% (10% for PG) and 2018 PG fees is 8% higher than Go8 median fees.</strong></td>
</tr>
<tr>
<td>Juris Doctor</td>
<td></td>
<td>4</td>
<td>A</td>
<td></td>
<td><strong>Maintain same bands as 2018 (5% increase)</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>ANU fees is about 7% higher than Umelb and equal to the median Go8 benchmark fees.</td>
</tr>
<tr>
<td>Law</td>
<td>2</td>
<td>3</td>
<td>2</td>
<td>B</td>
<td><strong>Maintain same bands as 2018 (5% increase)</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>UG student load show a declining trend in student numbers and ANU fees is 2% above the median benchmark fees.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>PG student load data suggest a growth in student numbers.</td>
</tr>
<tr>
<td>Management and Commerce</td>
<td>3</td>
<td>4</td>
<td>4</td>
<td>A</td>
<td><strong>Maintain same bands as 2018 (5% increase)</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Most popular discipline with international UG and PG students. 70% of students in the discipline are PG coursework. Student load data shows a steady growth trend. ANU UG fees highest in the benchmark group after a 5.5 increment from 2017. ANU PG fees is 4% higher than the median benchmark fees from a 5% increment from 2017.</td>
</tr>
<tr>
<td>Medical Science</td>
<td>5</td>
<td>5</td>
<td>5</td>
<td>A</td>
<td><strong>Maintain same bands as 2018 (5% increase)</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Student load data show this discipline has low international student numbers (under 20 EFTSL for both PG and UG). Most student's in the discipline are Domestic students (over 95 EFTSL UG and about 60 HDR.</td>
</tr>
<tr>
<td>Natural and Physical Sciences</td>
<td>3</td>
<td>3</td>
<td>3</td>
<td>B</td>
<td><strong>Maintain same bands as 2018 (5% increase)</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Second most popular discipline for international students after Management and Commerce. Student load data show a steady growth for all career types. UG and PG fees are recommended to stay at 2018 levels, as the PG increment from 2017 was 11%.</td>
</tr>
</tbody>
</table>

**PART 4 – OTHER MATTERS FOR DECISION**
2018 PG fees ($41,280) are 6% higher than median benchmark fees. Whilst it was initially proposed to increase HDR fees from band 3 to band 4, following consultation it has been agreed to maintain the current band. 2018 HDR fees is around the Go8 benchmark median fees (See appendix D.3)

**Political Science and Policy Studies**

- UG: 2
- PG CW: 3
- PG R: 3
- D-disc tier (PG): B

Maintain same bands as 2018 (5% increase)

- ANU international PG fees increment from 2017 is 6% making ANU fees highest in the benchmark group and 19% higher than benchmark median fees.
- ANU international UG fees increment from 2017 was 6% making ANU fees highest in the benchmark group and 9% higher than the median fees.

**Society and Culture**

- UG: 1
- PG CW: 2
- PG R: 1
- D-disc tier (PG): C

Maintain same bands as 2018 (5% increase)

- 4th most popular discipline with UG international students.
- Student load data show a growth trend for both UG and PG student numbers.
- ANU UG 2018 fees are 5% above median benchmark fees while PG fees is the highest.
- PG fees is 15% higher than median benchmark fees.

It is recommended that the domestic fee discount tiers be held at 2018 levels as shown in Table 2 below.

### Table 2: Proposed ANU Domestic Fee Adjustment Bands, 2018–2019

<table>
<thead>
<tr>
<th>Tier</th>
<th>Adjustment (reduction on International graduate fee) 2018</th>
<th>Proposed Adjustment 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>25%</td>
<td>Same as 2018</td>
</tr>
<tr>
<td>B</td>
<td>30%</td>
<td>Same as 2018</td>
</tr>
<tr>
<td>C</td>
<td>35%</td>
<td>Same as 2018</td>
</tr>
</tbody>
</table>
Table 3 shows a summary of the proposed fee changes for 2019 by Fee bands and Domestic Tier Discounts. More detailed information is in Attachment 12.1.

**Table 3: Proposed ANU Tuition Fee Rates, 2018–2019**

<table>
<thead>
<tr>
<th>Band</th>
<th>2018 Fee</th>
<th>Proposed 2019 fees (5% increase)</th>
<th>Domestic Discount A</th>
<th>Domestic Discount B</th>
<th>Domestic Discount C</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$34,560</td>
<td>$36,480</td>
<td>$27,360</td>
<td>$25,920</td>
<td>$24,000</td>
</tr>
<tr>
<td>2</td>
<td>$38,880</td>
<td>$41,280</td>
<td>$31,200</td>
<td>$29,280</td>
<td>$26,880</td>
</tr>
<tr>
<td>3</td>
<td>$41,280</td>
<td>$43,680</td>
<td>$33,120</td>
<td>$30,720</td>
<td>$28,800</td>
</tr>
<tr>
<td>4</td>
<td>$43,200</td>
<td>$45,600</td>
<td>$34,560</td>
<td>$32,160</td>
<td>$29,760</td>
</tr>
<tr>
<td>5</td>
<td>$46,080</td>
<td>$48,480</td>
<td>$36,480</td>
<td>$34,080</td>
<td>$31,680</td>
</tr>
</tbody>
</table>

*Fees have been increased by 5%, with the per unit fee then rounded up to the nearest $10 per unit, as was instituted in 2018. 48 units comprise the year’s tuition fees. This means that some increases are greater than exactly 5%.

As a supplementary sense check of fee levels, several programs are reviewed below.

**Table 4: ANU 2019 fees after 5% increase (international fees unless otherwise specified) G08 Based on 2018 Fee Rates.**

<table>
<thead>
<tr>
<th>Disciplines</th>
<th>Program</th>
<th>ANU</th>
<th>Melb</th>
<th>Syd</th>
<th>UNSW</th>
</tr>
</thead>
<tbody>
<tr>
<td>Behavioural Science</td>
<td>B.Psych</td>
<td>$43,680</td>
<td>$41,232</td>
<td>$44,500</td>
<td>$43,920</td>
</tr>
<tr>
<td>Business (MBA)*</td>
<td>MBA</td>
<td>$68,400</td>
<td>$85,470</td>
<td>$75,000</td>
<td>$84,000</td>
</tr>
<tr>
<td>Economics</td>
<td>B.Economics</td>
<td>$43,680</td>
<td>$41,144</td>
<td>$40,500</td>
<td>$41,280</td>
</tr>
<tr>
<td>Engineering</td>
<td>B.Engineering</td>
<td>$45,600</td>
<td>$41,334</td>
<td>$44,500</td>
<td>$43,920</td>
</tr>
<tr>
<td>Health</td>
<td>M.Public Health</td>
<td>$48,480</td>
<td>$45,440</td>
<td>$44,500</td>
<td>$43,680</td>
</tr>
<tr>
<td>Juris Doctor</td>
<td>Juris Doctor</td>
<td>$45,600</td>
<td>$40,256</td>
<td>$44,500</td>
<td>$46,800</td>
</tr>
<tr>
<td>Management and Commerce</td>
<td>B.Commerce</td>
<td>$43,680</td>
<td>$41,144</td>
<td>$40,500</td>
<td>$41,280</td>
</tr>
<tr>
<td>Natural and Physical Sciences</td>
<td>B.Science</td>
<td>$43,680</td>
<td>$41,232</td>
<td>$44,500</td>
<td>$43,920</td>
</tr>
<tr>
<td>Society and Culture</td>
<td>B.Arts</td>
<td>$36,480</td>
<td>$35,012</td>
<td>$37,500</td>
<td>$33,840</td>
</tr>
</tbody>
</table>

*MBA fees mapped for 72 units (1.5 years), rather than 48 units, to match pricing methodology of other institutions.
Table 5: Other tuition fees (a general 5% increase from 2018 has been applied, excluding Study Abroad).

<table>
<thead>
<tr>
<th>Program code</th>
<th>Program name</th>
<th>Domestic Fee 2018</th>
<th>Domestic Fee 2019</th>
<th>International Fee 2018</th>
<th>International Fee 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>8950</td>
<td>Doctor of Medicine and Surgery (MChD)</td>
<td>Domestic medical science rate</td>
<td>Domestic medical science rate</td>
<td>$76,320 per 48 units</td>
<td>$80,136 per 48 units</td>
</tr>
<tr>
<td>9300 9600</td>
<td>Higher Doctorates excluding Medicine</td>
<td>$1,575</td>
<td>$1,654</td>
<td>$1,575</td>
<td>$1,654</td>
</tr>
<tr>
<td></td>
<td>Doctor of Laws</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Doctor of Science</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9911</td>
<td>Doctor of Medicine (MD)</td>
<td>$3,500</td>
<td>$3,675</td>
<td></td>
<td>$3,675</td>
</tr>
<tr>
<td>1300</td>
<td>Study Abroad</td>
<td>N/A</td>
<td>N/A</td>
<td>$20,160 per 24 units</td>
<td>$20,160 per 24 units</td>
</tr>
<tr>
<td></td>
<td>Study Abroad (Partner Institutions)</td>
<td>N/A</td>
<td>N/A</td>
<td>$12,735 per 24 units</td>
<td>$12,735 per 24 units</td>
</tr>
</tbody>
</table>

Table 6: Graduate Diploma of Legal Practice

<table>
<thead>
<tr>
<th>Graduate Diploma of Legal Practice</th>
<th>ANU 2018</th>
<th>ANU 2019</th>
<th>UAdelaide</th>
<th>QUT</th>
<th>UTAS</th>
</tr>
</thead>
<tbody>
<tr>
<td>International</td>
<td>$16,627</td>
<td>$16,943</td>
<td>$15,500</td>
<td>$25,100</td>
<td>$19,500</td>
</tr>
<tr>
<td>Domestic</td>
<td>$12,559</td>
<td>$12,798</td>
<td>$9,250</td>
<td>$12,600</td>
<td>$11,305</td>
</tr>
</tbody>
</table>

A review of GDLP fees was undertaken in 2017 proposing a 10% increment to bring it in line with Uni of Adelaide, the only other Go8 University offering this program. In 2018, ANU International students’ fees is 7% higher compared to Uni of Adelaide while still lower than QUT and UTAS (Table 7). For 2019, the GDLP fee is proposed to increase by 1.9%, slightly more expensive than the main competitor (The College of Law – TCOL) and provides better positioning to meet anticipated 2019 expenses.

ATTACHMENT

12.1 Fee rate increases by discipline

COMMUNICATION

☐ For public release  ☑ For internal release  ☐ Not for release

PART 4 – OTHER MATTERS FOR DECISION
**13. ANU COLLEGE COURSEWORK TUTION FEES FOR 2019**

**PURPOSE**
To approve international fees for 2019 for programs and courses delivered by ANU College.

**PREPARED BY**
Deputy Vice-Chancellor (Academic)

**REVIEWED BY**
Provost

**APPROVED BY**
Provost

**SPONSOR**
Deputy Vice-Chancellor (Academic)

<table>
<thead>
<tr>
<th>RECOMMENDATION</th>
<th>That Council approve:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. The 2019 fees outlined at table 1;</td>
<td></td>
</tr>
<tr>
<td>2. The following principles for schedule 2 programs and courses fee setting be continued:</td>
<td></td>
</tr>
<tr>
<td>a) That fees be proposed in EFTSL rather than by New Student Enrolment (NSE); and</td>
<td></td>
</tr>
<tr>
<td>b) That schedule 2 programs and courses be reviewed annually based on comparative competitor data.</td>
<td></td>
</tr>
</tbody>
</table>

**ACTION REQUIRED**
☑ For discussion ☑ For decision ☐ For information

**CONSULTATION**
☑ Staff ☐ Students ☐ Alumni ☐ Government ☑ Other ☐ Not applicable

The above recommendation has been endorsed by the University Executive, the Senior Management Group and the ANU/Study Group Australia (SGA) Management Committee.

**COUNCIL COMMITTEE / ACADEMIC BOARD CONSIDERATION**
☑ Finance ☐ Audit & Risk Management ☐ Campus Planning ☐ Remuneration
☐ Nominations ☐ Honorary Degrees ☐ Academic Board

The above recommendation was considered at the 6 July 2018 meeting of Finance Committee, and was endorsed for Council approval.

**BACKGROUND AND SUMMARY OF ISSUES**
The proposed international student fees for Schedule 1 and Schedule 2 programs and courses are detailed in Table 1. The indexation for fees in 2019 has been set following market analysis and review, including:

- Pricing of Group of Eight competitor programs and the premium charged in 2018 by ANU in comparison
- Released information on 2018 fee revisions by Group of Eight competitors
- New entrants to the Diploma market (UNSW)
- Macro Factors: CPI at 2%, the dollar value decreasing and interest rates falling or remaining flat
- Consideration of geographical location
- Current performance of products and planned growth trajectory
- $40,000 as an upper threshold, the breaking of which would send unintended signals to the market
Price sensitivity in markets other than China leading to a decrease in diversification if too high an increase is pursued

Noticeable slowdown in foundation program market interest across Australia

Majority of Diploma programs only have one intake restricting recruitment from many countries.

The new Express program (later entry date reflecting quadmester model changes in 2018) has been benchmarked with a similar offering in Sydney; it is pitched slightly lower in recognition of location factors and current low numbers/ traction in market.

Table 1: Proposed 2019 fees for programs and courses

<table>
<thead>
<tr>
<th>Program</th>
<th>2018 pricing</th>
<th>Proposed 2019 Pricing</th>
<th>% increase</th>
<th>$ increase</th>
<th>Proposed 2019 ANU Fee Rate: Bachelor</th>
<th>Dip/ Bach Diff</th>
</tr>
</thead>
<tbody>
<tr>
<td>Standard (44 Weeks)</td>
<td>$28,320</td>
<td>$29,900</td>
<td>5.6%</td>
<td>$1580</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Extended (49 Weeks)</td>
<td>$35,200</td>
<td>$37,400</td>
<td>6.3%</td>
<td>$2,200</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Rapid (33 Weeks)</td>
<td>$28,320</td>
<td>$29,900</td>
<td>5.6%</td>
<td>$1,580</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Express (13 Weeks)</td>
<td>$18,480</td>
<td>$18,950</td>
<td>2.5%</td>
<td>$470</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Diploma of Computing (36 Weeks)</td>
<td>$37,920</td>
<td>$39,840</td>
<td>5.1%</td>
<td>$1,920</td>
<td>$45,600</td>
<td>-12.6%</td>
</tr>
<tr>
<td>Diploma of Liberal Studies (36 Weeks)</td>
<td>$37,920</td>
<td>$39,840</td>
<td>5.1%</td>
<td>$1,920</td>
<td>$39,840</td>
<td>0%</td>
</tr>
<tr>
<td>Diploma of Science (36 Weeks)</td>
<td>$39,360</td>
<td>$39,980</td>
<td>1.6%</td>
<td>$620</td>
<td>$43,344</td>
<td>-7.8%</td>
</tr>
<tr>
<td>Diploma of Creative Design (36 Weeks)</td>
<td>$37,920</td>
<td>$37,920</td>
<td>0%</td>
<td>$0</td>
<td>$36,480</td>
<td>3.9%</td>
</tr>
<tr>
<td>Diploma of Music (36 Weeks)</td>
<td>$35,520</td>
<td>$36,480</td>
<td>2.7%</td>
<td>$960</td>
<td>$36,480</td>
<td>0%</td>
</tr>
<tr>
<td>Essential and Extended University English (6 units)</td>
<td>$4,320</td>
<td>$4,560</td>
<td>5.6%</td>
<td>$240</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

Associate degrees in teach out will have fees set at the discipline rate for the equivalent Bachelor degree.

Fee increases for Liberal Studies and Computing have been completed to reduce the difference from the Bachelor degree while also remaining competitive to the market. The Diploma of Liberal Studies aligns to the Bachelor but does not break the $40,000 threshold.

PART 4 – OTHER MATTERS FOR DECISION
The Diploma of Creative Design has been frozen at the 2018 rate, as this is higher than the Bachelor Degree and to decrease it would send a negative message to the market. It would potentially highlight that the product required decreased as it had been wrongly positioned.

The Diploma of Science fee proposed ensures this product positioning is close to the new competitor, UNSW, who are actually lower in cost than the ANU Diploma and going higher will make it easier for a student to select the newly launched competitor product.

The Diploma of Music has been aligned to the Bachelor as this can be completed without making the product uncompetitive to other programs in the market.

All Diploma and Essential and Extended University English fees, where possible, have been rounded up to the nearest $10 per unit.

Explanatory notes

1. Fees are calculated using Equivalent Full Time Student Load (EFTSL). EFTSL is a measure of student load expressed as a proportion of the workload for a standard annual program, based on the accumulated course EFTSL for a program. For graduate research students a weight of one if full-time; half if part-time. For coursework students (undergraduates and non-research graduates) EFTSL is determined on course enrolment in the periods 1 January to 3 June, and 1 July to 31 December. In these periods 0.375 EFTSL or greater is considered to be full-time enrolment, less than 0.375 EFTSL part-time. Note that for international students EFTSL is normally required to be 0.5 in each period.

2. Fees are calculated at the course level; individual student fees may be higher or lower, dependent on subject choice.

3. Schedule 1 program fees are set by Study Group.

Discussions for ANU indicative fees for 2019 are progressing alongside this process.

Table 2: Fee Discussion and Review Process

<table>
<thead>
<tr>
<th>Verification activity for 2018 fees</th>
<th>Lead</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANU/SGA Fee Setting Discussion</td>
<td>DVC(A)</td>
<td>8 May 2018</td>
</tr>
<tr>
<td>ANU Senior Management Group Confirmation</td>
<td>DVC(A)</td>
<td>14 June 2018</td>
</tr>
<tr>
<td>ANU/Study Group Management Committee confirmation</td>
<td>DVC(A) and Director</td>
<td>21 June 2018</td>
</tr>
<tr>
<td>ANU Finance Committee</td>
<td>DVC(A)</td>
<td>6 July 2018</td>
</tr>
<tr>
<td>ANU Council Noting</td>
<td>DVC(A)</td>
<td>5 October 2018</td>
</tr>
</tbody>
</table>

COMMUNICATION

☐ For public release
☒ For internal release
☐ Not for release
14. ANU COUNCIL CHARTER - AMENDMENTS

PURPOSE To consider amendments to the ANU Council Charter

PREPARED BY Associate Director, Corporate Governance and Policy

REVIEWED BY Director, Corporate Governance and Risk Office

APPROVED BY Chancellor

SPONSOR Chancellor

RECOMMENDATION That Council:

1. Approve amendments to the ANU Council Charter; and

2. Repeal of the Responsibilities of Members of Council and Council Committees Policy.

ACTION REQUIRED

☐ For discussion ☑ For decision ☐ For information

CONSULTATION

☐ Staff ☐ Students ☐ Alumni ☐ Government ☐ Other ☑ Not applicable

BACKGROUND

The ANU Council Charter was adopted by Council at its meeting of 21 July 2017. The Charter clearly defines and segregates the respective roles, responsibilities and authorities of the Council, its members (both individually and collectively) from senior management. It outlines the direction, the management, and the control of the University. The Charter also sets outs arrangements for the operation of the Council.

SUMMARY OF ISSUES

The Office of the Vice-Chancellor initiated a strategic and operational review of the ANU governance, policy and delegations frameworks in February 2018. The review sought to ensure that the frameworks reflect the current organisation structure, including the new role of the University Provost.

The Review recommended that the ANU Council Charter be amended to provide for the Provost to automatically become the Acting Vice-Chancellor in the event that the Vice-Chancellor is not on duty or absent from Australia (rather than Canberra).

This recommendation has been incorporated as an amendment to the ANU Council Charter (Attachment 14.1). Under these new arrangements, the Provost will automatically assume the office of Vice-Chancellor in the absence of the Vice-Chancellor, with the acting period to be reported to Council. It also provides for the Chancellor to authorise acting appointments if the Provost is unable to act.

The amendments to the charter also remove the explicit reference to the Chief Financial Officer attending Council meetings because that officer is now a member of the University Executive, and therefore attends Council meetings in any event.

For some years now the Council has had in place the Responsibilities of Members of Council and Council Committees Policy. Since the adoption of the ANU Council Charter, there is now a high degree of overlap between the two documents. It is proposed to incorporate into the charter provisions of the policy that do not already exist in the charter, and then repeal the policy. As a result, the charter will become the principle statement on roles, responsibilities and authorities of the Council, its members (both individually and collectively).
ATTACHMENT
14.1 Amended Charter of the ANU Council

COMMUNICATION
☑ For public release ☐ For internal release ☐ Not for release

The Charter of the ANU Council will be published on the Governance webpages of the University website (http://www.anu.edu.au/about/governance/council).
15. **COUNCIL COMMITTEE MEMBERSHIPS**

**PURPOSE**
For Council to approve the membership on Council Committees.

**PREPARED BY**
Associate Director, Corporate Governance and Policy

**REVIEWED BY**
Director, Corporate Governance and Risk Office

**APPROVED BY**
Chancellor

**SPONSOR**
Chancellor

**RECOMMENDATION**
That Council approve the recommended Council Committee memberships.

**ACTION REQUIRED**
- [ ] For discussion
- [ ] For decision
- [ ] For information

**CONSULTATION**
- [ ] Staff
- [ ] Students
- [ ] Alumni
- [ ] Government
- [ ] Other
- [ ] Not applicable

**BACKGROUND**
All Committees of Council are governed by their respective Charter, as approved by the Council. The Charters provide for, amongst other things, the membership of each Committee.

Council is asked to approve the appointment of members to the Honorary Degrees Committee and Campus Planning Committee.

**SUMMARY OF ISSUES**

**Honorary Degrees Committee**
The membership of the Committee includes the following members, who are appointed by Council on the recommendation of the Vice-Chancellor:

- one member of the academic staff drawn from the ANU College of Engineering and Computer Science, the ANU College of Health & Medicine, or the ANU College of Science; and
- one member of the academic staff drawn from the ANU College of Arts and Social Sciences, the ANU College of Asia and the Pacific, the ANU College of Business and Economics, or the ANU College of Law.

The Vice-Chancellor recommends to Council the appointment of:

- Professor Robyn Lucas (CHM - Research School of Population Health)
- Professor Peta Spender (CoL)

Professor Robyn Lucas is globally recognised for her leadership of research on the burden of disease due to UV radiation, including auto immune diseases. She holds a Senior NHMRC Fellowship, is a Fellow of the Faculty of Public Health Medicine, and was recently was awarded the Tony Ayers Prize for Excellence in Translational Medicine. Professor Lucas is also well recognised for her wise leadership and mentoring, she is currently Head of the National Centre for Epidemiology and Population Health. She would supply a high level strategic as well as academic capability to the Committee.

Professor Peta Spender is a well-respected, senior member of staff who has held and holds high-level appointments at the ANU College of Law, the wider University and in the community. She is a Fellow of the Australian Academy of Law and a Presidential Member of the ACT Civil and Administrative Tribunal (ACAT). She was previously appointed by the Federal Attorney-General to the National Legal Profession Reform Consultative Group. Peta has published widely, is a co-author of leading Australian books on litigation and corporate law, and has made submissions to law reform bodies including the
James Hardie Special Commission of Inquiry. Peta has considerable experience on the boards of professional and community organisations and has chaired Government Advisory Boards. As a Presidential Member of ACAT, she has presided in hearings involving complex issues and public scrutiny. Peta has a good understanding of other disciplines and enjoys interdisciplinary collaboration. She has played a vital role in ANU life over many years.

Professor Lucas and Professor Spender would serve a term of two years, from 30 September 2018 until 29 September 2020.

Campus Planning Committee

At its 25 May 2018 meeting, Council was advised of the resignation of Mr Jure Domazet, as an external member of the Campus Planning Committee. Following a search process, Mr Terry Weber has been identified as an appropriate appointment to the Committee. It is recommended that Council appoint Mr Weber, subject to confirmation of his willingness to serve.

Mr Weber has been a member of the Board of the National Capital Authority since June 2014, and it’s Chair since January 2015. Mr Weber is a Senior Partner and Federal Government Lead Partner in PricewaterhouseCoopers’s Canberra consulting practice. He provides specialist guidance in the areas of property, infrastructure and facilities management, financial management and service delivery models for Australian and international governments and major corporate organisations. From 2000 to 2008, Mr Weber was the Chief Executive Officer for United Group Services a leading global corporate real estate and outsourcing business services organisation. Mr Weber is an active member of several boards including the Canberra Raiders, the Ricky Stuart Foundation and Australia21. Mr Weber has a Bachelor of Economics from the Australian National University, and is a Fellow of the Institute of Chartered Accountants in Australia. The ANU College of Asia and the Pacific is also pursuing a strategic partnership with PWC and Mr Weber’s appointment would be consistent with growing the partnership.

Mr Weber would serve a term expiring on 30 June 2020.

COMMUNICATION

☑️ For public release  ☐ For internal release  ☐ Not for release

The ANU website will be updated to reflect the appointment and reappointment of members to Council Committees and their terms of office.
16. CAMPUS DEVELOPMENT NAMING PROPOSALS

PURPOSE
For Council to approve proposals to name streets and buildings in Kambri and other areas of development across campus.

PREPARED BY
Executive Officer, Alumni Relations & Philanthropy

REVIEWED BY
Naming Committee
Campus Planning Committee

APPROVED BY
Provost

SPONSOR
Provost

RECOMMENDATION
That Council approve the proposals to name:
1. West Loop Road in Kambri, ‘Dorothy Tangney Road’;
2. The teaching building in Kambri, the ‘Marie Reay Building’;
3. Student Accommodation 7, ‘Fenner Hall’;
4. Student Accommodation 5, ‘Wanburang’ (Black Cockatoo);
5. Building 145, the ‘Hanna Neumann Building’; and
6. Building 21 as part of the PAP Moran Building.

ACTION REQUIRED
☒ For discussion ☑ For decision ☐ For information

CONSULTATION
☒ Staff ☐ Students ☐ Alumni ☐ Government ☐ Other ☐ Not applicable

COUNCIL COMMITTEE / ACADEMIC BOARD CONSIDERATION
☐ Finance ☐ Audit & Risk Management ☑ Campus Planning ☐ Remuneration
☐ Nominations ☐ Honorary Degrees ☐ Academic Board

BACKGROUND
At meeting 2/2018 of the Naming Committee, and an out of session following the meeting, a number of proposals for naming or the transfer of names to physical assets were endorsed. These include streets and buildings within the Kambri redevelopment area, as well as buildings in other areas of campus.

The proposals have been endorsed by the Campus Planning Committee and are presented here in summary for Council approval.

SUMMARY OF ISSUES
The following naming proposals have been endorsed by the Naming Committee and Campus Planning Committee for Council approval:

<table>
<thead>
<tr>
<th>Asset within the Kambri development</th>
<th>Name</th>
<th>Rationale</th>
<th>Consultation</th>
</tr>
</thead>
<tbody>
<tr>
<td>West Loop Road</td>
<td>Dorothy Tangney Road</td>
<td>Senator Dorothy Tangney was the first woman member of the Australian Senate in 1943 and served on ANU Council from 1951 to 1968. During this time, she was the only woman on Council.</td>
<td>A shortlist of ten names was proposed for the streets and teaching building in Kambri, following an extensive research project undertaken by AR&amp;P, the University Archives and</td>
</tr>
</tbody>
</table>

PART 4 – OTHER MATTERS FOR DECISION
<table>
<thead>
<tr>
<th>Asset</th>
<th>Name</th>
<th>Rationale</th>
<th>Consultation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Teaching Building</td>
<td>Marie Reay Building</td>
<td>Dr Marie Reay was a prominent anthropologist, best known for her research in the highlands of Papua New Guinea and the Kuma people. She was a research fellow at the Research School of Pacific Studies from 1959 and an Advocate for Indigenous Australia and closely associated with Australian Institute of Aboriginal Studies. Dr Marie Reay was an ANU Council member from 1969.</td>
<td>student volunteers. A survey was constructed from the shortlist and released to staff, students and the alumni community. The survey was open for one month and completed by 956 people. AR&amp;P is in the process of connecting with representatives of the nominees to seek permission to use the names.</td>
</tr>
<tr>
<td>Building 152</td>
<td>Fenner Hall</td>
<td>Discussions regarding the future of Fenner Hall have been ongoing for two years, with plans discussed to withdraw from the Northbourne Avenue site. Student Accommodation 7 (SA7) within the Kambri development has been selected for the relocation. Fenner Hall is named in honour of Professor Frank Fenner, world-renowned microbiologist, Director of the John Curtin School of Medical Research 1967-73, Director of the Centre for Resource and Environmental Studies 1973-79.</td>
<td>Consultation with Fenner Hall residents has been ongoing for eighteen months and students are comfortable with the proposed move. The Deputy Vice-Chancellor (Academic) met with Marilyn Fenner on 9 May 2018 to discuss the proposed transfer. Ms Fenner confirmed she would be delighted to support the transfer and will consult with other living relatives.</td>
</tr>
<tr>
<td>Other assets across campus</td>
<td>Wanburang</td>
<td>In order to recognise and celebrate the Indigenous heritage of the land and its connections to the University, an Aboriginal name for SA5 is proposed. The name ‘Wanburang’ (which means ‘black cockatoo’) was selected as most significant for SA5, both with regard to the building’s appearance and its proximity to Black Mountain.</td>
<td>Indigenous archaeologist, Dave Johnston, and the Director Tjabal Centre consulted with ACT’s Recognised Aboriginal Organisations. The four families agreed on a shortlist of potential names and selected the chosen name.</td>
</tr>
<tr>
<td>Building 145</td>
<td>Hanna Neumann Building</td>
<td>Building 145 will house the ANU Research School of Computer Science, the Mathematical Sciences Institute and the Federal Government’s Australian Signals Directorate (ASD). Hanna Neumann was the first woman chair at ANU and the first woman professor in Mathematics in Australia. She served as the Head of the Department of Pure Mathematics from 1964-71. Neumann’s area of research, the modern algebraic theory of groups, is one of the underlying foundations of the field of cryptography, and therefore underlies common research done in all three areas within the building.</td>
<td>The ANU/ASD Oversight Committee, which includes the Provost, Dean CECS, Dean CoS and senior representatives from ASD, was in unanimous agreement on the proposal to name the building after Hanna Neumann. The Neumann family have been consulted and are supportive of the proposal.</td>
</tr>
<tr>
<td>Building 21</td>
<td>PAP Moran Building</td>
<td>Building 21 houses the Research School of Accounting and is currently named the Hanna Neumann Building. Following transfer of the Neumann name to building 145, it is proposed that the name of the</td>
<td>The Naming Committee noted a memo of support for the proposed name transfer from the Director of the Research School of Accounting.</td>
</tr>
<tr>
<td>Asset</td>
<td>Name</td>
<td>Rationale</td>
<td>Consultation</td>
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<td>adjoining building, the ‘PAP Moran Building’, be extended to encompass building 21.</td>
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</table>

It has also been proposed to name the Laneway in Kambri (Chifley Lane), ‘Susan Liesching Lane’. Susan Liesching was the first woman graduate from ANU in 1954. Of the 956 survey respondents, 48% voted for Liesching. AR&P is in the process of connecting with representatives of the Liesching family to seek permission to use the name. Attempts to trace Susan Liesching have so far been unsuccessful. Campus Planning Committee has withheld endorsement of this proposal, and has requested that further due diligence work be undertaken to research her life post-graduation from ANU, to ensure this honour is considered appropriate and does not cause embarrassment to the University. Subject to this research, Council will be asked to consider this proposal at a later date.

**COMMUNICATION**

☑️ For public release  ☐ For internal release  ☐ Not for release

Strategic Communications and Public Affairs is developing a communication plan for announcement of the SA5 naming and of all named assets within Kambri. Timing of announcements will take into account efforts to gain support of the living relatives of the honourees.

Announcement of the Hanna Neumann building will be coordinated by CECS/CoS and timed for the opening of building 145.
17. **2017 REPORT TO DONORS: THE IMPACT OF GIVING**

**PURPOSE**
To approve the 2017 Report to Donors: The Impact of Giving

**PREPARED BY**
Alumni and Donor Relations team

**REVIEWED BY**
Deputy Director (Operations), Alumni Relations & Philanthropy
Vice-President (Advancement)

**APPROVED BY**
Vice-President (Advancement)

**SPONSOR**
Vice-Chancellor

**RECOMMENDATION**
That Council approve the 2017 Report to Donors: The Impact of Giving.

**ACTION REQUIRED**
☑ For decision
☐ For discussion
☐ For information

**CONSULTATION**
☐ Staff
☐ Students
☐ Alumni
☐ Government
☐ Other
☑ Not applicable

**BACKGROUND AND SUMMARY OF ISSUES**
Attached is the 2017 Report to Donors: The Impact of Giving (Attachment 17.1). The Report has been prepared by Alumni Relations and Philanthropy on behalf of the ANU Foundation Board. The content of the report was reviewed and approved by the Vice-President (Advancement) and will be circulated to the Board upon approval from the Council.

Note that the report contains several low-resolution images that are identified by a pink coloured text box. The text boxes will be removed and marked images will be replaced with a high-resolution version of the same image prior to printing and for the official website version.

**ATTACHMENT**
17.1 2017 Report to Donors: The Impact of Giving

**COMMUNICATION**
☐ For public release
☐ For internal release
☑ Not for release

PART 4 – OTHER MATTERS FOR DECISION
C18. Confidential to Council Members
19. NEW CONSTITUTION – POSTGRADUATE & RESEARCH STUDENTS ASSOCIATION

PURPOSE
To consider a new constitution for the Postgraduate and Research Students’ Association.

PREPARED BY
Vice President, Postgraduate and Research Students’ Association

REVIEWED BY
Associate Director, Corporate Governance and Policy

APPROVED BY
Deputy Vice-Chancellor (Academic)

SPONSOR
Deputy Vice-Chancellor (Academic)

RECOMMENDATION
That Council approve the new Postgraduate and Research Students’ Association constitution, as passed by the special general meeting of members held on 22 June 2018.

ACTION REQUIRED
☑ For discussion ☑ For decision ☐ For information

CONSULTATION
☑ Staff ☑ Students ☐ Alumni ☐ Government ☐ Other ☐ Not applicable

Consultation for this constitutional change was undertaken over a period of 18 months, with advice from a governance expert consultant, input from the Postgraduate Representative Council, the student membership of the Postgraduate and Research Students’ Association (PARSA), and the Corporate Governance and Risk Office.

From early 2017 consultation was focused primarily on external advice from the expert consultant, who reviewed the constitution and noted a range of issues relating to poor governance practice. This consultant was also engaged to train the PARSA Postgraduate Representative Council (PRC) on best practice corporate governance and the responsibilities of directors. From this, the PRC debated a number of issues with the current constitution and identified key areas of reform.

From late 2017 and early 2018 PARSA produced a series of educational videos, called ‘the A to Z of the PARSA Constitutional Review’, which engagingly explained the key areas of proposed reform and called for feedback on the videos, on the website, via an online form, and at a town hall meeting. These videos were well received, with total views of approximately 3000 people. A town hall meeting was then held to discuss our proposals with the membership, livestreaming that also.

In response to feedback from student members via the survey, the videos, the website, and the town hall, PARSA officers worked with the consultant to review our proposed changes. Once it had a draft ready, it was forwarded to the Corporate Governance and Risk Office for advice from the University.

BACKGROUND
As per section 33 of the current PARSA Constitution, all amendments to the constitution must be ratified by the University Council. The whole constitution has been rewritten to ensure consistency, accessibility, and best practice governance for incorporated associations, while protecting a strong democratic and representative mandate.

The main impetus for these changes has been the recognition that the current formulation of the 32 member Postgraduate Representative Council (our Board) is unfit for effective governance. The size of the Board makes quorum particularly challenging, and the fact that the PRC itself is composed of people in operational roles (Education Officer, Social Officer, International Officer, etc.) who have neither expertise, nor necessarily any particular interest, in key governance matters. To this end, the proposed constitutional changes reframe the Board as a wholly separate role with solely governance functions, while changing the officer roles to solely operational functions. Further, to ensure ongoing institutional memory at such a critical level, the Board would now serve alternating 2 year terms (4 elected each
year) and includes provision for appointed Board members who may have particular expertise in areas the Board is lacking.

As part of the above changes and the broader review, key areas have been changed to reflect best practice governance. These include the limitation of members’ liability such that they are no longer and cannot be held responsible for malpractice by the Association, or a clearer process for disciplining representatives or members. We have further tried to ensure that the constitution is a transparent and accessible document, so language and formatting have been changed to be more easily understood (including explanatory notes that are not a part of the constitution but which help to read it).

As mentioned above, the proposed changes to the PARSA constitution have been developed following a lengthy period of consultation with membership and on the advice of experts.

**SUMMARY OF ISSUES**

The following is a summary of the key features of the proposed new constitution:

1. **Voting**: Voting thresholds for motions are clarified, with half plus one as the standard and three-quarters for special resolutions.

2. **S1.11 Interpretation of the Constitution**: The Chair interprets the constitution and must report any formal interpretation to the Board.

3. **S1.15 Honoraria for elected representatives**: Honoraria is decided by the Board for officers and the President, while honoraria for the Board itself is decided by the ordinary membership at general meetings. All honoraria must be governed by regulation.

4. **S2 Objects**: The objects of the Association have been amended to clarify the purpose of PARSA.

5. **S3.1 Membership**: The new constitution clarifies the process of becoming a member of the Association. Given constraints and the current process, persons assume membership when they use the benefits of membership (and fulfil the requirements).

6. **S10, 12, 13 Membership engagement with Board**: Members may write and raise concerns to the Board, and be invited to meetings, but cannot simply attend at will. This permits more rigorous conversation at Board level.

7. **S11 Membership liability**: Members’ liability is now limited, as per standard practice.

8. **S16 Board**: The Board has been decoupled from the officers and is now solely a Board (no dual function). There can be up to 11 members of the Board. 8 elected Directors (4 each year, for 2 year terms), one ex-officio (the President, for 1 year term), and possible two appointed (persons with expert knowledge, for 1 year). The Chair is elected from within the Board from the 8 elected Directors. There will be a compulsory Secretary for the Board, and an optional Treasurer. There will be diversity quotas mandating at least 2 men, 2 women, 2 domestic, and 2 international members of the 8 elected (can be male international, female domestic, etc).

9. **S16, 21 President**: The President is directly elected by membership, and is an ex-officio member of the Board, but cannot be the Chair.

10. **S20, 26, 27 Removal and Disciplining of Directors, President, and Officers**: There is a clear and appropriate process for removal of underperforming or badly behaving Directors, President, and Officers.

11. **S12, 13 Disputes and Disciplining of members**: There is a clear process for members to raise disputes against representatives as well as for the Board to discipline members.

12. **S23 Postgraduate member of the ANU Council**: The provisions continue to implement the requirements of the *Australian National University Act 1991* and the *Council (Elections) Statute 2016*.

13. **S27 Officers**: Added additional officers (Queer, Disabilities, Coursework). Removed Treasurer and General Secretary to Board, and removed Communications Officer. Gives the Board the power to create new officer roles as the need arises.

14. **Schedule A**: Added transitional schedule to allow appropriate transition between the current constitution and the new constitution.

Approval of this new constitution by Council is supported by the Corporate Governance and Risk Office and the Deputy Vice-Chancellor (Academic).
ATTACHMENTS
19.1 Current PARSA Constitution
19.2 Proposed PARSA Constitution

COMMUNICATION
☑ For public release ☐ For internal release ☐ Not for release

PARSA will be notified of the decision by Council and will be advised that they may communicate the decision to their membership.
20. NEW CONSTITUTION – ANU SPORT & RECREATION ASSOCIATION

PURPOSE
To consider a new constitution for the ANU Sport and Recreation Association.

PREPARED BY
Chief Executive Officer, ANU Sport and Recreation Association

REVIEWED BY
Associate Director, Corporate Governance and Policy

APPROVED BY
Deputy Vice-Chancellor (Academic)

SPONSOR
Deputy Vice-Chancellor (Academic)

RECOMMENDATION
That Council approve the new ANU Sport and Recreation Association constitution, as passed by the special general meeting of members held on 16 May 2018.

ACTION REQUIRED
☐ For discussion ☑ For decision ☐ For information

CONSULTATION
☑ Staff ☑ Students ☐ Alumni ☐ Government ☑ Other ☐ Not applicable

BACKGROUND
As per section 49 (b) of the current ANU Sport and Recreation Association (ANU Sport or the Association) constitution (adopted in 2007), all constitutional amendments must be ratified by the University Council.

ANU Sport and Recreation Council established a Governance Working Group in October 2017 to review their governance arrangements. Given the number of proposed changes to the constitution, it was agreed that re-writing, as opposed to editing, the current constitution, would be the favoured way forward. With this in mind, the overriding objective of the Governance Working Group was to update and simplify the constitution, removing information that could exist in other documents (i.e. Board Charter) providing a final version of the constitution that would be nimble, robust and enduring.

On 27 March 2018, membership consultation opened. The consultation period was extended on 18 April at the Annual General Meeting (AGM) until 20 April to allow for further membership feedback, post AGM.

The proposed constitution was passed at the special general meeting which was held on 16 May 2018.

SUMMARY OF ISSUES

Objects of the Association
ANU Sport has evolved as an association and now delivers many more programs for the student and broader community than it did 10 years ago. Furthermore, a new four-year strategy was approved by the ANU Sport and Recreation Council in November 2017. As such, it is recommended that the objects better reflect this new direction.

Membership Categories
The current constitution has five categories of membership; ordinary, associate, honorary coach, valued club affiliate and honorary life. Discussion has surrounded how inclusive the Association should be and how the membership categories could be updated to better reflect the audience that engages with the Association. Given the increasing interaction with the local community, primarily through the Association’s affiliated clubs, and further, the financial uncertainty that the establishment of a competitor gym on campus in 2019 brings, it is suggested that extending memberships to a broader community
base would benefit the Association. As such, a simplification of categories, to include Student Members, Associate Members and Life Members is proposed.

**Admission for Membership**

Due to the updated membership categories, it is necessary to re-define admission for memberships.

**Student Membership**

All persons enrolled as an undergraduate or postgraduate student of the University are automatically Student Members of the Association.

**Associate Membership**

A person who is eligible for admission as an Associate Member within the listed categories (alumni, graduate, ANU staff, staff of other campus-based organisations and club coaches) may apply in writing to the Association for admission each year.

Individuals who do not fall within any of the prescribed categories, are able to apply in writing to the Board for admission and must evidence their suitability for membership – describing how they would contribute to the Association. At the Board’s discretion, this person may become an Associate Member.

**Life Membership**

A person who has rendered distinguished services to the Association may, by a resolution passed by a two-thirds majority of Members present and voting at the annual general meeting, be appointed as a Life Member of the Association.

**Rights of Members & Board Eligibility**

To reflect the updated membership categories and since the definitions of ‘non-financial’ and ‘non-voting’ members have been removed, clarity around rights of members is required. Specifically, it is proposed that all members retain the ability to vote, but that a higher eligibility should be in place for election to the Board. Specifically, a person must be a Member of the Association and a member of at least one of an affiliated Club, the Association’s gym, or a program run by the Association to be eligible for election to the Board.

**Elections and Appointment to the Board**

The proposed constitution outlines that employees of the Association are not eligible for election or appointment to the Board. However, there may be a situation where an employee of the Association is also a Student Member. In this case, the Constitution allows for the Student Member to be eligible to be elected or appointed to the board; as it is in the Associations best interest to have motivated and engaged students on the Board.

**Board composition and size**

To reflect the nature of the Association, the Council has been renamed as the Board. Further, the Board composition has changed, going from 12 members to a Board where there is a minimum of 6 and a maximum of 10 members. Given the evolving needs of the Association, a Board that can be dialled up and dialled down when required has multiple benefits. Having the opportunity to appoint members for specific skill sets as well as having flexibility to ensure adequate student representation allows the Board to remain nimble.

**Board Tenure**

An appropriate limit on Board tenure is necessary to provide the balance in allowing the organisation to grow but also to ensure retention of corporate knowledge. In the proposed constitution, elected members serve two-year terms. The new constitution further limits board tenure to three, two-year terms resulting in a maximum board tenure of six years.

**Vacation of the board**

The vacation of the Board clause has been extended in the proposed constitution, to allow for an option of the Board to terminate the office of a member who ceases to meet the criteria or skills for which they were appointed.

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**PART 4 – OTHER MATTERS FOR DECISION**
Meetings of the board
Notice for a Board meeting is to be changed from 48 hours to 7 days. Quorum now includes a student – and quorum is set at the beginning of a meeting to ensure board efficiency.

Executive Election
The proposed constitution suggests that the Board’s executive, being the President, the Vice-President and the Treasurer be elected from within at the first Board meeting following the annual general meeting.

Annual General Meeting (AGM)
The proposed constitution reflects that the annual general meeting will be held at a time and place that is accessible to students.

Approval of this new constitution by Council is supported by the Corporate Governance and Risk Office and the Deputy Vice-Chancellor (Academic).

ATTACHMENTS
20.1 Current ANU Sport Constitution
20.2 Proposed ANU Sport Constitution

COMMUNICATION
☑ For public release    ☐ For internal release    ☐ Not for release

ANU Sport will be notified of the decision by Council and will be advised that they may communicate the decision to their membership.
21. CONSTITUTIONAL AMENDMENT – THE ANU OBSERVER

PURPOSE
To consider amendments to The ANU Observer constitution.

PREPARED BY
Council Chair, The ANU Observer

REVIEWED BY
Associate Director, Corporate Governance and Policy

APPROVED BY
Deputy Vice-Chancellor (Academic)

SPONSOR
Deputy Vice-Chancellor (Academic)

RECOMMENDATION
That Council approve the changes to The ANU Observer constitution, as passed by the general meeting of members held on 16 May 2018.

ACTION REQUIRED
☐ For discussion ☑ For decision ☐ For information

CONSULTATION
☐ Staff ☑ Students ☐ Alumni ☐ Government ☐ Other ☐ Not applicable

This change was decided upon at a General Meeting of The ANU Observer on 16 May 2018, which all students could attend and vote at. The change was advertised on The ANU Observer website and via social media.

BACKGROUND
The ANU Observer Constitution was passed by Council in February as a condition of receiving Student Services and Amenities Fee funding. At that time, a Council member noticed an erroneous phrase in a section, which likely arose due to The Observer’s consultation of other student organisations’ constitutions in the drafting of its own. The constitution passed despite this error, but The ANU Observer thought it best to remove it as soon as possible.

SUMMARY OF ISSUES
Amend 10.2.1 to remove “ANUSA Constitution Vacancy”. The section will now read: “10.2.1 The Public Officer shall, within fourteen (14) days of their appointment, notify the relevant authority in writing of the appointment and supply their full name and address. The Public Officer shall also supply any and all documents required by the relevant authority and perform any other duties as required by the Act and any other relevant legislation.”

This change has no substantive effect on the governance or operations of The ANU Observer.

Approval of this constitutional amendment by Council is supported by the Corporate Governance and Risk Office and the Deputy Vice-Chancellor (Academic).

ATTACHMENT
21.1 Amended Observer Constitution

COMMUNICATION
☑ For public release ☐ For internal release ☐ Not for release

The ANU Observer will be notified of the decision by Council and will be advised that they may communicate the decision to their membership.
Council Agenda: Meeting No. 447 – 20 July 2018

PART 5 – OTHER MATTERS FOR NOTING

22. ANU CRAWFORD LEADERSHIP FORUM 2018 – REPORT

PURPOSE
To consider a report on the outcomes from the 2018 ANU Crawford Leadership Forum.

PREPARED BY
Director, ANU Crawford Leadership Forum

REVIEWED BY
Chancellor

APPROVED BY
Chancellor

SPONSOR
Chancellor

RECOMMENDATION
That Council note the report on the outcomes from the 2018 ANU Crawford Leadership Forum.

ACTION REQUIRED
☐ For discussion
☐ For decision
☑ For information

CONSULTATION
☑ Staff
☑ Students
☐ Alumni
☐ Government
☐ Other
☑ Not applicable

BACKGROUND
The 2018 ANU Crawford Leadership Forum – the fifth since its inception – was held at the Crawford School of Public Policy in Canberra over 24-26 June 2018. The Forum is the flagship annual event for Australia’s leading university and its public policy school. It brings together, on an invitation only basis, 150 of Australia’s top leaders - fifty each from business, the public sector and politics, and the research and advocacy community, together with some distinguished international and domestic speakers, to address the major issues confronting Australian policymakers, businesses and innovators.

SUMMARY OF ISSUES

Theme
We once again maintained the over-arching theme of Global Realities, Domestic Choices. It is of continuing relevance and summarises the unique character of the Forum. The sub-theme we chose this year: Seizing opportunities in a time of rapid change seemed to be well received and enabled a sense of continuity running through many of the sessions. The attempt to focus attention on opportunities rather than just challenges was reasonably successful.

Participation
The registrations for this Forum were roughly in proportion to the desired ratio with 53 business registrations and 43 from government and 52 from the research and advocacy sector (plus eight ANU academic staff who hosted small group lunches). However, it is clear we will have to pay still more attention to two sub-categories: CEOs of major corporates and MPs. We took some small steps to attract some “rising stars” from the public service and may want to do this for other categories as well. On gender balance, but for a couple of late changes we would have had 50% of women among the panellists and chairs.

International Speakers
The participation of international speakers is a key feature of the Forum. This year we had an outstanding cast of 11 international speakers but next year we should look to get more international speakers in the economic as well as the geopolitics sessions. In addition to John McFarlane and Vint Cerf we has significant contributions from Jessica Mathews (USA), Yao Yunzhu (China), Chung-In Moon (ROK), Mari Pangestu (Indonesia), Shafiah Muhibat (Indonesia), Bassma Khodrami (Syria/France), Kiichi Fujiwara (Japan), Bill Armstrong (GE/France), and Sidney Jones (Indonesia).
Format
The overall format of the Forum, with plenary sessions, parallel sessions on geopolitics and economic/social issues and smaller breakfast sessions was maintained as it is well received by participants and works smoothly. We introduced a series of small, intimate Chatham House Rule lunches with distinguished guests on Tuesday. These appear to have been popular and successful, although we will need to examine the feedback to check whether there is a need to modify the format.

Dinners
The opening night dinner was again held at the National Gallery, which once again proved an excellent venue. The “In conversation” session could not have been more appropriate or timely, featuring speakers from USA, China and the Republic of Korea so soon after the US/DPRK Summit.

The Monday night dinner featured a discussion of Brexit with an excellent contribution from John McFarlane, the Chairman of Barclays Bank, who appeared from London by video link thanks to our sponsors, Cisco.

Crawford Oration
The second Crawford Oration was delivered by Vint Cerf, Google Vice President and Internet Evangelist, to a full and enraptured Llewellyn Hall. This was followed by an entertaining conversation with the ANU’s Genevieve Bell.

Partners and Sponsors
The Business Council of Australia and the Australian Financial Review again worked with us as Partners of the Forum. We once again received invaluable support from our sponsors: NAB, Cisco, Virgin, GE, PWC and Woolworths.

Date
We ran into two problems with the date which may be unavoidable but which warrant further attention. The event clashed with a similar event run by CEDA which certainly took some of our preferred speakers and possibly some of our targeted delegates. The week was also a sitting week which may have made attendance by parliamentarians more difficult.

Acknowledgments
I thank the Convening Committee: Gareth Evans, Brian Schmidt, Graeme Samuel, Heather Smith, Michael Stutchbury, Helen Sullivan, Michael Wesley, Jennifer Westacott, Allan Gyngell, Sean Innis and Sung Lee. I’m sure they would all join me in paying special thanks to Lauren Bartsch, the Forum Manager, without whom the event would have been much less successful. I would also like to pay special thanks to Peter Varghese, former DFAT head and now Chancellor of UQ, who stepped in at short notice to replace Pratap Bhanu Mehta who was unable to attend.

Summary
The early indications of responses to the Forum indicate that it has been another success for ANU. Feedback from the survey of participants, when analysed, will assist in fine-tuning what continues to be a very successful model.

COMMUNICATION
☐ For public release    ☐ For internal release    ☑ Not for release
*C23 - 32.  Confidential to Council Members
33. SIGNIFICANT VISITS AND EVENTS, GRANTS AND CONSULTANCIES

PURPOSE
To consider a report of significant visits and events, grants and consultancies.

PREPARED BY
Communications Officer (Special Events)
Research Services Division

REVIEWED BY
Vice-Chancellor

APPROVED BY
Vice-Chancellor

SPONSOR
Vice-Chancellor

RECOMMENDATION
That Council note the report of significant visits and events, grants and consultancies.

ACTION REQUIRED
☐ For discussion  ☐ For decision  ☑ For information

ATTACHMENTS
33.1 Significant Events Register
33.2 Grants and Consultancies Report

COMMUNICATION
☐ For public release  ☐ For internal release  ☑ Not for release
34. LEGISLATION

PURPOSE For Council to note any legislation made by the Vice-Chancellor since the last meeting of Council.

PREPARED BY Associate Director, Corporate Governance and Policy

REVIEWED BY Director, Corporate Governance and Risk Office

APPROVED BY Vice-Chancellor

SPONSOR Vice-Chancellor

RECOMMENDATION That Council note the making of the Academic and Ceremonial Dress Rule 2018 by the Vice-Chancellor.

ACTION REQUIRED
☐ For discussion ☐ For decision ☑ For information

CONSULTATION
☐ Staff ☐ Students ☐ Alumni ☐ Government ☐ Other ☑ Not applicable

BACKGROUND
Section 9.6 of the Vice-Chancellorship Statute 2013 requires that if the Vice-Chancellor exercises his power to make a Rule or Order, it must be reported to the Council at the next meeting of the Council after the Rule or Order concerned was made.

SUMMARY OF ISSUES

Academic and Ceremonial Dress Rule 2018

The Academic and Ceremonial Dress Rule 2018 (‘the Rule’) repeals and replaces the Academic and Ceremonial Dress Order 2014 (‘the Order’). The most significant driver for remaking the Order is that under the new ANU Act, the authorising framework for statutes, rules and orders, will be modified. Under the new ANU Act, a rule can only be made pursuant to a statute, and an order can only be made pursuant to a rule. An order cannot be made pursuant to a statute, which was the situation with the Order. As such, the Order has simply been re-cast as a Rule.

In reviewing the Order, opportunity has been taken to make some other administrative and technical changes. The other changes are:

- Ceremonial dress for the Provost has been developed. The Rule provides for dress that recognises the Provost as holding an office that exists in the hierarchy between the Vice-Chancellor and the Deputy Vice-Chancellors, by using a mix of gold and silver lace (gold being for the Vice-Chancellor and silver for the Deputy Vice-Chancellors).
- The Pantone colour references in the Order have been clarified. Not to change the colours, but to clarify and provide certainty around the particular colour pallet that has been chosen previously be the University.
- The College and discipline colours have been updated to reflect the new college structure for the ANU College of Health and Medicine, ANU College of Science, and the disciplinary separation for ‘medicine and health studies’. Again, this has not changed existing colours, just clarified the new college structure.

ATTACHMENT

34.1 Academic and Ceremonial Dress Rule 2018

COMMUNICATION
For public release ☑ For internal release ☑ Not for release ☐

The new legislation is published on the ANU legislation webpage and the Federal Legislation website.
35. POWER OF ATTORNEY

PURPOSE
For Council to note any transactions signed under Power of Attorney by the Investment Manager since the last meeting of Council.

PREPARED BY
Investment Manager

REVIEWED BY
Chief Financial Officer

APPROVED BY
Chief Financial Officer

SPONSOR
Vice-Chancellor

RECOMMENDATION
That Council note any transactions over which the Investment Manager, exercised Power of Attorney since the meeting of Council on 25 May 2018.

ACTION REQUIRED
☐ For discussion ☐ For decision ☑ For information

CONSULTATION
☐ Staff ☐ Students ☐ Alumni ☐ Government ☐ Other ☑ Not applicable

BACKGROUND
This Power of Attorney was granted to the Investment Manager and executed under the Common Seal of the University on 4 September 2003. Uses of the Power of Attorney are required to be reported to Council.

SUMMARY OF ISSUES
This report confirms that no transactions have been signed under Power of Attorney by the Investment Manager since the last meeting of Council.

COMMUNICATION
For public release ☐ For internal release ☐ Not for release ☑
36. UNIVERSITY SEAL

PURPOSE
For Council to note any uses of the University Seal since the last meeting of Council.

PREPARED BY
Executive Officer, Office of the Vice-Chancellor

REVIEWED BY
Director, Office of the Vice-Chancellor

APPROVED BY
Vice-Chancellor

SPONSOR
Vice-Chancellor

RECOMMENDATION
That Council note any documents to which the University Seal has been affixed since the meeting of Council held on 25 May 2018.

ACTION REQUIRED
☐ For discussion  ☐ For decision  ☑ For information

CONSULTATION
☐ Staff  ☐ Students  ☐ Alumni  ☐ Government  ☐ Other  ☑ Not applicable

BACKGROUND
The University Seal Statute 2002 provides that the seal of the University must not be used except upon the order of the Council or as provided by the Statute. Section 5 of the Statute provides that:

5. Affixing of seal to other documents
5.1 If a document is required to be under the seal of the University but the affixing of the seal is not authorised by section 4, the Chancellor or the Vice-Chancellor may direct the custodian to affix the seal of the University to the document, and, at the first opportunity, the Chancellor or the Vice-Chancellor, as the case requires, must report to the Council the action so taken.

SUMMARY OF ISSUES
This report confirms that no use of the University Seal has been directed since the last meeting of Council.

COMMUNICATION
For public release ☐  For internal release ☐  Not for release ☑
37. ANNUAL REPORT 2017 – MINOR AMENDMENTS

PURPOSE
To inform Council of minor amendments made to the 2017 Annual Report subsequent to its approval by Council on 6 April 2018.

PREPARED BY
Senior Communications Officer, Strategic Communications and Public Affairs

REVIEWED BY
Director, Strategic Communications and Public Affairs
Director, Office of the Vice-Chancellor

APPROVED BY
Vice-President (Engagement & Corporate Affairs)

SPONSOR
Vice-Chancellor

RECOMMENDATION
That Council note the minor amendments made to the 2017 Annual Report subsequent to its approval by Council on 6 April 2018.

ACTION REQUIRED
☐ For discussion  ☐ For decision  ☑ For information

CONSULTATION
☐ Staff  ☑ Students  ☐ Alumni  ☑ Government  ☐ Other  ☐ Not applicable

BACKGROUND
At its meeting on 6 April, Council approved the draft Annual Report for submission to the Minister for Education and Training by the deadline of 13 April 2018. The University understood that, following the Minister’s review, the Report would be tabled in the Parliament during the last sitting week before Parliament rose for the winter break (25-28 June).

Following receipt of the approved report and after thorough consideration of the text, the Minister’s office contacted the University on 13 June to offer some observations and seek clarification on some minor points, prior to the tabling of the Report. This contact resulted in the Vice-Chancellor approving the following edits to the Annual Report:

- Page 1: the words “both current and unimagined” were removed, for clarity.
- Page 29: the words “4 September” were reformatted to appear on the same line.
- Page 36: the abbreviation “PK” was replaced with “Peking University” in two cases, for clarity.
- Page 48: the image of the ACT Minister for Health was replaced with an image of Commonwealth Minister for Health, the Hon. Greg Hunt MP visiting ANU for an announcement of NHMRC funding. This change acknowledged appropriate governmental jurisdiction.
- Page 63: under the heading “The Southern hemisphere’s most powerful supercomputer”, the text was amended to acknowledge funding received from the Australian Government.
- Page 64: under the heading “Enhancing unique capabilities in optical astronomy”, the text concerning the European Southern Observatory was amended to acknowledge funding received from the Australian Government.

The University advised the Minister’s office of the Vice-Chancellor’s approval of these minor amendments on 14 June. The University was subsequently advised on 22 June 2018 that the Annual Report was to be tabled in Parliament on 28 June 2018, and was.

Hardcopies of the 2017 Annual Report will be made available to Council members at the 20 July 2018 meeting.

COMMUNICATION
☑ For public release  ☐ For internal release  ☐ Not for release

Following tabling in Parliament of the 2017 Annual Report, it has been posted to the ANU website at: http://www.anu.edu.au/about/strategic-planning.
**38. VOLUNTARY CODE - GOVERNANCE OF AUSTRALIAN PUBLIC UNIVERSITIES**

**PURPOSE**
For Council to note the revised *Voluntary Code of Best Practice for the Governance of Australian Public Universities*.

**PREPARED BY**
Associate Director, Corporate Governance and Policy

**REVIEWED BY**
Director, Corporate Governance and Risk Office

**APPROVED BY**
Chancellor

**SPONSOR**
Chancellor

**RECOMMENDATION**
That Council note the revised *Voluntary Code of Best Practice for the Governance of Australian Public Universities*.

**ACTION REQUIRED**
☑ For discussion ☐ For decision ☐ For information

**CONSULTATION**
☐ Staff ☑ Students ☐ Alumni ☐ Government ☐ Other ☑ Not applicable

**BACKGROUND**
In 2010, Universities Australia was tasked by the Joint Committee on Higher Education with developing a voluntary code of best practice governance to replace the existing National Government Protocols for Higher Education Providers. Both Universities Australia and the University Chancellors Council (UCC) gave their endorsement to a voluntary code at meetings during 2010. The code was subsequently approved and endorsed by the Ministerial Council for Tertiary Education and Employment in July 2011.

**SUMMARY OF ISSUES**
For over a year, there has been ongoing discussion between Chancellors (through the UCC) and Vice-Chancellors (through Universities Australia) on possible revisions to the *Voluntary Code of Best Practice for the Governance of Australian Public Universities* (the Voluntary Code).

Ultimately, revisions to the Voluntary Code were, in large part, drafted by the ANU Chancellor, Professor Gareth Evans, for consideration by the UCC. Council members will notice particularly the ANU approach to governance being reflected in the revised Code, especially with respect to:

- Strategic Oversight;
- Ensuring Effective Overall Management;
- Ensuring Responsible Financial and Risk Management; and
- Composition of a governing body and appointment of members.

The revised Voluntary Code was formally accepted at a joint Universities Australia and University Chancellors Council meeting on 15 May 2018.

Universities are required to report on their compliance with the Voluntary Code in their Annual Reports, as per Section 14 of the Code. Council will be presented with the annual statement of conformance with the Voluntary Code at its December 2018 meeting.

**ATTACHMENT**
38.1 Revised Voluntary Code of Best Practice for the Governance of Australian Public Universities

**COMMUNICATION**
☑ For public release ☐ For internal release ☐ Not for release

Copies of the Voluntary Code will be posted to the Council webpage, and also the websites of the University Chancellors Council and Universities Australia.

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**PART 5 – OTHER MATTERS FOR NOTING**
PART 6 – OTHER BUSINESS

*39. OTHER BUSINESS

PURPOSE
For Council members to raise any other business for the consideration of the meeting.

SPONSOR
Chancellor

RECOMMENDATION
That the Council consider any other business raised.

ACTION REQUIRED
☑ For discussion  ☐ For decision  ☐ For information
*40. NEXT MEETING

PURPOSE
For Council members to note the date of the next meeting of Council.

SPONSOR
Chancellor

RECOMMENDATION
That Council note that its next meeting will be held on Friday 5 October 2018.

ACTION REQUIRED
☑ For discussion  ☐ For decision  ☑ For information
ATTACHMENTS
# Glossary of ANU Terms

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<th>Explanation</th>
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<tr>
<td>AB</td>
<td>Academic Board</td>
</tr>
<tr>
<td>AQAC</td>
<td>Academic Quality Assurance Committee</td>
</tr>
<tr>
<td>AHEGS</td>
<td>Australian Higher Education Graduation Statement</td>
</tr>
<tr>
<td>ANIP</td>
<td>Australian National Internships Program</td>
</tr>
<tr>
<td>ANU</td>
<td>Australian National University</td>
</tr>
<tr>
<td>ANUE</td>
<td>ANU Enterprise</td>
</tr>
<tr>
<td>AOU</td>
<td>Academic Organisational Unit</td>
</tr>
<tr>
<td>AQF</td>
<td>Australian Qualifications Framework</td>
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<tr>
<td>ARC</td>
<td>Australian Research Council</td>
</tr>
<tr>
<td>ARMC</td>
<td>Audit and Risk Management Committee</td>
</tr>
<tr>
<td>ARP</td>
<td>Alumni Relations &amp; Philanthropy Division</td>
</tr>
<tr>
<td>CAP</td>
<td>ANU College of Asia &amp; the Pacific</td>
</tr>
<tr>
<td>CASS</td>
<td>ANU College of Arts &amp; Social Sciences</td>
</tr>
<tr>
<td>CBE</td>
<td>ANU College of Business &amp; Economics</td>
</tr>
<tr>
<td>CECS</td>
<td>ANU College of Engineering &amp; Computer Science</td>
</tr>
<tr>
<td>CFO</td>
<td>Chief Financial Officer</td>
</tr>
<tr>
<td>CGRO</td>
<td>Corporate Governance and Risk Office</td>
</tr>
<tr>
<td>CHELT</td>
<td>Centre for Higher Education, Learning &amp; Teaching</td>
</tr>
<tr>
<td>CHM</td>
<td>ANU College of Health and Medicine</td>
</tr>
<tr>
<td>CoL</td>
<td>ANU College of Law</td>
</tr>
<tr>
<td>COO</td>
<td>Chief Operating Officer</td>
</tr>
<tr>
<td>CoS</td>
<td>ANU College of Science</td>
</tr>
<tr>
<td>CPC</td>
<td>Campus Planning Committee</td>
</tr>
<tr>
<td>CRICOS</td>
<td>Commonwealth Register of Institutions and Courses for Overseas Students</td>
</tr>
<tr>
<td>CSP</td>
<td>Commonwealth Supported Place</td>
</tr>
<tr>
<td>CSS</td>
<td>Commonwealth Support Student</td>
</tr>
<tr>
<td>DET</td>
<td>Commonwealth Department of Education and Training</td>
</tr>
<tr>
<td>DSA</td>
<td>Division of Student Administration</td>
</tr>
<tr>
<td>Acronym</td>
<td>Explanation</td>
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<tr>
<td>---------</td>
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</tr>
<tr>
<td>DSL</td>
<td>Division of Student Life</td>
</tr>
<tr>
<td>DTF</td>
<td>Domestic Tuition Fees</td>
</tr>
<tr>
<td>DVC(A)</td>
<td>Deputy Vice-Chancellor (Academic)</td>
</tr>
<tr>
<td>DVC(GE)</td>
<td>Deputy Vice-Chancellor (Global Engagement)</td>
</tr>
<tr>
<td>DVC(RI)</td>
<td>Deputy Vice-Chancellor (Research and Innovation)</td>
</tr>
<tr>
<td>EFT</td>
<td>Equivalent Full Time</td>
</tr>
<tr>
<td>EFTSL</td>
<td>Equivalent Full Time Student Load</td>
</tr>
<tr>
<td>ERMC</td>
<td>Electronic Records Management System</td>
</tr>
<tr>
<td>ESOS</td>
<td>Educational Services for Overseas Students Act 2000</td>
</tr>
<tr>
<td>F&amp;BS</td>
<td>Finance and Business Services Division</td>
</tr>
<tr>
<td>F&amp;S</td>
<td>Facilities and Services Division</td>
</tr>
<tr>
<td>FBT Act</td>
<td>Fringe Benefits Tax Assessment Act 1986</td>
</tr>
<tr>
<td>FC</td>
<td>Finance Committee</td>
</tr>
<tr>
<td>FOI</td>
<td>Freedom of Information</td>
</tr>
<tr>
<td>GMSDD</td>
<td>College General Managers and Service Division Directors (group)</td>
</tr>
<tr>
<td>Go8</td>
<td>Group of Eight</td>
</tr>
<tr>
<td>HDC</td>
<td>Honorary Degrees Committee</td>
</tr>
<tr>
<td>HDR</td>
<td>Higher Degree Research</td>
</tr>
<tr>
<td>HECS</td>
<td>Higher Education Contribution Scheme</td>
</tr>
<tr>
<td>HELP</td>
<td>Higher Education Loan Program</td>
</tr>
<tr>
<td>HESA</td>
<td>Higher Education Support Act 2003</td>
</tr>
<tr>
<td>HRD</td>
<td>Human Resources Division</td>
</tr>
<tr>
<td>ISF</td>
<td>International Student Fees</td>
</tr>
<tr>
<td>ISP</td>
<td>International Strategy &amp; Partnerships</td>
</tr>
<tr>
<td>ITS</td>
<td>Information Technology Services Division</td>
</tr>
<tr>
<td>LO</td>
<td>University Legal Office</td>
</tr>
<tr>
<td>MSRD</td>
<td>Marketing &amp; Student Recruitment Division</td>
</tr>
<tr>
<td>MPJSC</td>
<td>Major Projects Joint Sub-Committee</td>
</tr>
<tr>
<td>NC</td>
<td>Nominations Committee</td>
</tr>
<tr>
<td>NCIS</td>
<td>National Centre for Indigenous Studies</td>
</tr>
<tr>
<td>Acronym</td>
<td>Explanation</td>
</tr>
<tr>
<td>---------</td>
<td>-------------</td>
</tr>
<tr>
<td>NHMRC</td>
<td>National Health and Medical Research Council</td>
</tr>
<tr>
<td>OVC</td>
<td>Office of the Vice-Chancellor</td>
</tr>
<tr>
<td>PG</td>
<td>Postgraduate</td>
</tr>
<tr>
<td>PGPA</td>
<td>Public Governance, Performance &amp; Accountability Act 2013</td>
</tr>
<tr>
<td>PID</td>
<td>Public Interest Disclosure</td>
</tr>
<tr>
<td>PPM</td>
<td>Planning &amp; Performance Measurement Division</td>
</tr>
<tr>
<td>PVC(E)</td>
<td>Pro Vice-Chancellor (Education)</td>
</tr>
<tr>
<td>PVC(I)</td>
<td>Pro Vice-Chancellor (Innovation)</td>
</tr>
<tr>
<td>PVC(UE)</td>
<td>Pro Vice-Chancellor (University Experience)</td>
</tr>
<tr>
<td>RC</td>
<td>Remuneration Committee</td>
</tr>
<tr>
<td>RSD</td>
<td>Research Services Division</td>
</tr>
<tr>
<td>RTS</td>
<td>Research Training Scheme</td>
</tr>
<tr>
<td>SCAPA</td>
<td>Strategic Communications &amp; Public Affairs</td>
</tr>
<tr>
<td>SIG</td>
<td>Service Improvement Group</td>
</tr>
<tr>
<td>SIS</td>
<td>Scholarly Information Services Division</td>
</tr>
<tr>
<td>SMG</td>
<td>Senior Management Group</td>
</tr>
<tr>
<td>TEQSA</td>
<td>Tertiary Education Quality and Standards Agency</td>
</tr>
<tr>
<td>Tjabal</td>
<td>Tjabal Indigenous Higher Education Centre</td>
</tr>
<tr>
<td>TLDC</td>
<td>Teaching and Learning Development Committee</td>
</tr>
<tr>
<td>TTO</td>
<td>Technology Transfer Office</td>
</tr>
<tr>
<td>UA</td>
<td>Universities Australia</td>
</tr>
<tr>
<td>UAC</td>
<td>University Admissions Centre (for NSW and ACT)</td>
</tr>
<tr>
<td>UG</td>
<td>Undergraduate</td>
</tr>
<tr>
<td>URC</td>
<td>University Research Committee</td>
</tr>
<tr>
<td>VC</td>
<td>Vice-Chancellor</td>
</tr>
<tr>
<td>VP(A)</td>
<td>Vice-President (Advancement)</td>
</tr>
<tr>
<td>VP(E&amp;CA)</td>
<td>Vice-President (Engagement &amp; Corporate Affairs)</td>
</tr>
</tbody>
</table>
NATIONAL ADMISSIONS FOR 2020
ADMISSIONS, SCHOLARSHIPS AND ACCOMMODATION

A new approach to admissions, scholarships and accommodation making it easier for students to choose Australia’s national university.
ANU is changing the way we do admissions. The new domestic admissions model will be the first in the nation, bringing ANU to the cutting edge in admissions practice. The new model for undergraduate university admissions has been developed by drawing on worldwide admissions research, the profound impact of the Tuckwell scholarship program and other early offers schemes.

**Simple Single Process**

The new domestic admissions model is a new way to apply to university. A single application will cover admissions, accommodation and scholarships, while providing more certainty with earlier offers and transparency over entrance requirements.

Applicants will tell us more about who they are and what they need when they come to ANU. This will make it easier for us to assess them as a whole person, look across the scholarships they are eligible for and find the best place for them to live.

The new admissions model will roll out for domestic students completing an Australian Year 12 or the International Baccalaureate in Australia in 2019.

Applications will open in March 2019 for applicants who will commence at ANU in 2020.

**Early National Admission**

The new model will be earlier than the standard admission process, meaning school leavers will apply to ANU from March–May 2019 when they are in Year 12, and we will release initial conditional outcomes in August 2019.

This means that applicants will know if they have a place at ANU much earlier, and offers will come with clarity about cost of coming to university and campus accommodation.
The Whole Person

When school leavers choose to apply to ANU we want to get a complete picture of who they are. We are doing this by giving them the opportunity to tell us more about the skills they have learnt outside the class room.

*We know students are more than just a score; we know they are passionate and have unique skills. We know they gain experience through community service, volunteering, working part time, caring for family, participating in school leadership, excelling in sports, creative and performance arts, competitions and more.*

In addition to meeting academic requirements for entry, ANU will be introducing a compulsory co-curricular or service threshold requirement. This model is designed to strive towards admissions that will:

> promote the concept of holistic student assessment; and
> enhance the success of our graduates both at university and after university for their employability.

Want to know more about the new domestic admissions model?

E  domestic.admissions@anu.edu.au
W  anu.edu.au/study/apply/new-admissions-for-2020
ADMISSIONS GROUPS

The new domestic admissions model will assess students under one of three groups:

**NATIONAL GROUP**

Talented students come from all backgrounds, and live in every town and city of Australia. All of them deserve the opportunity to access the life-changing benefits of an ANU education.

From across the nation, students who receive the highest marks in their schools will receive an early offer to come to ANU. Of these students, those who meet our minimum entry requirements will be offered a place at ANU. Those students who don’t quite achieve the required marks will be eligible for consideration in a pathway program.

**PRIORITY GROUP**

ANU students excel in their own ways, and strive to break new ground as they find their path. For some students who have had access to challenging extension programs, university is the next natural step. For some the idea of going to university might seem difficult.

The priority group addresses needs of multiple groups and ensures that academically-capable students have access to programs for which they are suitable. We will prioritise offers to Aboriginal or Torres Strait Islander status students, refugee status students, students in the final round of the Tuckwell process and those completing ANU Extension.

Priority placement will also be offered to students from low SES schools and to students who have experienced long-term physical and psychological disadvantage.

**HIGH ACHIEVERS GROUP**

We are committed to educating Australia’s brightest students, and they will always have an opportunity to study at ANU. ANU is a place of learning, and these pathways to learning will always be open to the academically brilliant.

We will make conditional offers to students on the basis of their ANU selection rank, given in descending order, starting with the highest and making offers until places are full.

All three groups will:

- need to meet the co-curricular or service threshold requirements
- be assessed on their ANU selection rank based on Year 11 results
- continue to have Adjustment Factors applied
- Receive early conditional offers at the same time in August
- Receive confirmation of offers after ATARs / final results are released.
Societal Transformation Plan

- Fulfilling our *national* responsibilities
- Defining our intentions
- The Plan: why and how
- Progress
- Reflections

Professor Brian P. Schmidt
Vice-Chancellor and President
July 2018
Our National Responsibilities

Driving transformation in our society

• Establishing ANU as a home of high quality, evidence-based policy advice
• Creating deeper policy engagement with governments
• Seeking a new partnership with Indigenous Australia
• Pre-eminence in research and engagement on Asia-Pacific.
The Societal Transformation Plan

The Plan’s intentions:

• ANU people will be empowered and determined to transform society through evidence and engagement.
• They will engage in all public policy domains, particularly Indigenous reconciliation and Asia-Pacific affairs.

The Plan’s purpose:

• **Achieve impact.** Show policy leadership through meaningful and targeted engagement
• **Change our culture.** Use academic incentives and recognition and reward schemes to make public policy central to ANU
• **Protect ANU.** Grow our unique role as the national university
The Societal Transformation Plan

Objective: ANU achieves evidence-based impact in public policy creation via the Public Policy & Societal Impact Hub

Why?
- Fulfil the distinctive mission of ANU
- Quality of public debate and public policy is low

How?
- Invest in the Hub’s success ~$2M per year
- Ensure Hub is a service provider and value-add
- Use carrots and sticks to incentivise public policy engagement e.g. NIG goals, reward and recognition, promotion criteria
- Become effective partner to government. Demystify ANU research, build two-way exchange of ideas, priorities and people, and ‘grow our own’ ideas via the Greenhouse.
The Societal Transformation Plan

Objective: Take a lead in resolving major policy challenges relating to Indigenous Australia

Why?
• The ‘gap’ is not closing – new approaches are required
• The national university must lead national debates

How?
• Avoid taking ‘positions’ – facilitate discussion
• First Nations Governance Forum a high-profile success.
• Longitudinal Indigenous Health & Wellbeing research initiative (Emily Banks / Ray Lovett) initiated. Impact will emerge.
• RAP formalised. Indigenous talent acquisition drive launched.
• Internal optimisation underway, incl. review of NCIS, Indigenous Research Strategy, acts of ‘reconciliation’, e.g. naming of Kambri
The Societal Transformation Plan

Objective: Promote evidence-based views on Asia-Pacific, and position ANU as the home for discussion and debate

Why?
• Part of ANU founding mission and key resource for the nation
• ANU scholarly reputation challenged (CHL, China in the World)
• Sensitivity of Asia as source of univ. revenue / political tension

How?
• Rejuvenate China in the World and China Studies.
• Focus on excellence and engagement, e.g. $20M DFAT grant
• Integrate Asia studies into curricula and leverage new research
• Engage effectively with China – partnerships, exchanges, etc
• Act as a platform for dialogue for Asia-Pacific leaders / partners
• Avoid risk of negative reaction of limiting ANU student growth
Progress:

• ANU Crawford Leadership Forum attracted many high-level speakers, including oration by Vint Cerf.
• First Nations Governance Forum achieved very strong engagement, but impact not yet known.
• Policy Hub is established and fully staffed.
• Public policy engagement gaining traction e.g. through NIG goal-setting.
• Review of NCIS underway – new possibilities emerging, but we must be cautious and ready to listen.
• Exciting prospects emerging in Indigenous talent search.
• Implementation of review of China Studies complete – but progress on reset remains slow.
Reflections

• We are not moving fast enough.
• PPSI Hub should now accelerate with full staff and clear expectations. Challenges remain in integrating with extant schools.
• We remain mysterious to public policy community - our new digital ‘front door’ should help demystify.
• Incentivising staff to engage on policy is a work in progress.
• Asia-Pacific studies rebuild slower than expected after CIW review.
• Asia-Pacific engagement too focused on Asia. PNG trip likely in November 2018.
• External China narrative is unhelpful to regional engagement.
• The NIG is not an entitlement – we must work to protect it.
• Some big successes – e.g. $20M DFAT Grant, First Nations Governance Forum – that we should be proud of.
## Fee rate increases by discipline*

<table>
<thead>
<tr>
<th>Discipline</th>
<th>Undergraduate</th>
<th>Postgraduate</th>
<th>HDR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Society and Culture</td>
<td>$34,560</td>
<td>$36,480</td>
<td>5.56%</td>
</tr>
<tr>
<td>Law</td>
<td>$38,880</td>
<td>$41,280</td>
<td>6.17%</td>
</tr>
<tr>
<td>Health</td>
<td></td>
<td>$46,080</td>
<td>$48,480</td>
</tr>
<tr>
<td>Political Science and Policy Studies</td>
<td>$38,880</td>
<td>$41,280</td>
<td>6.17%</td>
</tr>
<tr>
<td>Natural and Physical Sciences</td>
<td>$41,280</td>
<td>$43,680</td>
<td>5.81%</td>
</tr>
<tr>
<td>Management and Commerce</td>
<td>$41,280</td>
<td>$43,680</td>
<td>5.81%</td>
</tr>
<tr>
<td>Economics</td>
<td>$41,280</td>
<td>$43,680</td>
<td>5.81%</td>
</tr>
<tr>
<td>Information Technology</td>
<td>$43,200</td>
<td>$45,600</td>
<td>5.56%</td>
</tr>
<tr>
<td>Agriculture, Environmental and Related Studies</td>
<td>$41,280</td>
<td>$43,680</td>
<td>5.81%</td>
</tr>
<tr>
<td>Creative Arts</td>
<td>$34,560</td>
<td>$36,480</td>
<td>5.56%</td>
</tr>
<tr>
<td>Behavioural Science</td>
<td>$41,280</td>
<td>$43,680</td>
<td>5.81%</td>
</tr>
<tr>
<td>Engineering</td>
<td>$43,200</td>
<td>$45,600</td>
<td>5.56%</td>
</tr>
<tr>
<td>Medical Science</td>
<td>$46,080</td>
<td>$48,480</td>
<td>5.21%</td>
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<tr>
<td>Juris Doctor</td>
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<td>$43,200</td>
<td>$45,600</td>
</tr>
<tr>
<td>Business (MBA)</td>
<td></td>
<td>$43,200</td>
<td>$45,600</td>
</tr>
</tbody>
</table>

*Fees have been increased by 5%, with the per unit fee then rounded up to the nearest $10 per unit, as was instituted in 2018. 48 units comprise the year's tuition fees. This means that some increases are greater than exactly 5%.
Charter of the ANU Council

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Charter of the ANU Council

Context for the University

The University is an independent, self-governing institution of higher learning established by the *Australian National University Act 1991* (the ‘*ANU Act*’). The Council, as the governing authority, is established by the *ANU Act*. The governance of the University, as a corporate Commonwealth entity, is further regulated by the *Public Governance, Performance & Accountability Act 2013* (the ‘*PGPA Act*’).

Purpose

This Charter sets out the authority, responsibilities and operation of the Council of the Australian National University, based on principles of good corporate governance for the University and its controlled entities.

Authority and scope

This Charter is established by the Council under the *ANU Act*, which vests in it the ‘entire control and management of the University’. Subject to the *ANU Act*, the *PGPA Act* and any other applicable legislation, all Council members and officers of the University are bound by the terms of this Charter. The Charter should also be read in the context of the *Voluntary Code of Best Practice for the Governance of Australian Public Universities (2018)*, which the Council has adopted as its principle benchmark for good corporate governance.

Role of the Council

The Council is the governing authority of the University pursuant to the PGPA Act. It has oversight of the University and is responsible for its mission and strategic direction, ensuring effective overall governance and management, and responsible finance and risk management.

The Council acts in accordance with the following duties:

- Duty to govern the University
- Duty to establish and maintain systems relating to risk and control
- Duty to encourage cooperation with others
- Duty in relation to requirements imposed on others
- Duty to keep responsible Minister and Finance Minister informed

In respect of the duty to keep the responsible Minister and Finance Minister informed, the *ANU Act* (section 4A) provides that members of the Council are not required to do anything concerning this duty that will, or might, affect the academic independence or integrity of the University. The Council delegates to the Vice-Chancellor day-to-day responsibility for notification of significant decisions and issues, in accordance with this duty (noting that Council retains ultimate accountability); and requires that a report be provided, at the next practicable meeting, after any notification has occurred.
Committees

From time to time, the Council establishes Committees to assist it with acquittal of specific responsibilities, reporting to the Council and making any necessary recommendations.

There are seven standing committees and sub-committees:

- Audit and Risk Management Committee
- Campus Planning Committee
- Finance Committee
- Honorary Degrees Committee
- Nominations Committee
- Remuneration Committee
- Major Projects Joint Sub-Committee, as a sub-committee of the Finance and Campus Planning Committees, which meets as and when required.

Each formally constituted Committee has a Charter, approved by the Council, and reviewed at least every two years.

Functions and reserved powers

Functions

As the governing authority, the primary functions of the Council are:

a) strategic oversight of the University, including:
   - setting the mission, values and strategic direction of the University; and
   - ongoing review of the success of those strategies.

b) ensuring effective overall governance and management of the University, including:
   - appointing the Chancellor and Pro-Chancellor;
   - appointing the Vice-Chancellor as principal academic and chief executive officer of the University, and monitoring his or her performance;
   - overseeing and reviewing the management of the University and its performance;
   - ensuring that the strategic goals set by the Council are delivered by effective management systems;
   - overseeing and monitoring the academic activities of the University;
   - establishing policy and procedural principles, consistent with legal requirements and community expectations.

c) ensuring responsible financial and risk management of the University, including:
   - approving the annual budget, business plan and annual report;
   - overseeing and monitoring the assessment and management of risk across the University, including in its commercial undertakings;
   - approving and monitoring systems of control and accountability for the University and any entities controlled by the University (within the meaning of section 50AA of the Corporations Act 2001);
• approving significant commercial activities of the University.

The Council may undertake any other function conferred on it by the ANU Act or any other law of the Commonwealth.

The Council acts in all matters concerning the University in the way it thinks will best promote the interests of the University.

Reserved powers

The following powers are reserved for decision-making only by the Council:

Strategic oversight of the University

a) Setting the mission, values and strategic direction of the University.
b) Approval of the Vision Statement and Strategic Plan, including any variations.

Ensuring effective overall governance and management of the University

c) Appointment of the Chancellor, Pro-Chancellor and Vice Chancellor.
d) Approval of establishments, disestablishments or variations in the academic organisational structure of the University at Level 1 (ie College) and Level 2 (ie Research School), including any variations to naming.
e) Approval of master plans and precinct codes for all campuses of the University, including any material variations.
f) Approval of the Enterprise Agreement, unless otherwise delegated to the Vice-Chancellor (not including the enterprise agreements of any controlled entity).
g) Approval of the acquisition or disposal of land and buildings on or adjoining the Acton campus, and all land and buildings of significance on other campuses.
h) Naming, re-naming or de-naming of buildings or significant University infrastructure.
i) Approval for the conferral of honorary degrees.
j) Approval of statutes under the ANU Act.
k) Determining arrangements and processes concerning the conduct of the affairs of the Council and its Committees, including appointments to Council Committees.

Ensuring responsible financial and risk management of the University

l) Approval of annual budget and business plan, including any variations.
m) Approval of recurrent or capital expenditure, not including investment portfolio transactions, which exceeds $10 million (on a single transaction or related series of transactions), subject to conditions and exceptions as approved by Council.
n) Approval of capital management plans and initiatives, including debt restructuring and strategic investment decisions (as they related to the Socially Responsible Investment Policy), including any material variations.
o) Approval of the annual report, including the annual financial statements and annual performance statements.
p) Ensuring the overall effective governance and management of the University, particularly its responsible financial and risk management.
q) Approval of systems of control and accountability for the University and any entities controlled by the University.

r) Approval of the establishment of controlled entities of the University.

s) Approval of significant commercial activities of the University.

The Council will also consider any other matters which the Vice-Chancellor considers ought to be approved by the Council or which the Council asks to be brought to it for approval.

**Strategy and corporate plans**

Approval of the Vision Statement and Strategic Plan (which the latter is the corporate plan for the purposes of the *PGPA Act*) is reserved for decision by Council. The Council and the Vice-Chancellor are responsible for the development of the Vision Statement and Strategic Plan for the University, through a process determined by the Council. The Council monitors the Vice-Chancellor’s implementation of the Vision and Strategic Plan and performance against it.

**Vice-Chancellor and Senior Management**

Appointing and, should it be necessary, terminating the employment of the Vice-Chancellor is a decision reserved for Council. The Remuneration Committee may determine, and report to Council on, the remuneration, conditions of employment and annual performance of the Vice-Chancellor.

In the event the Vice-Chancellor is absent from Canberra Australia or on leave, the Council authorises the Provost to assume the functions and powers of the Vice-Chancellorship, as the Acting Vice-Chancellor. In the event the Provost is unable to act as Vice-Chancellor for any reason, the Chancellor, acting with the advice of the Vice-Chancellor, may appoint an Acting Vice-Chancellor, according to the following order of precedence:

1. a Deputy Vice-Chancellor
2. a Pro Vice-Chancellor

If the Provost or any other person assumes the role of Acting Vice-Chancellor for any period, the Vice-Chancellor must report accordingly to the Council at the next meeting of the Council after the acting period occurs.

Matters concerning the employment, performance and remuneration of the other executive management of the University is the responsibility of the Vice-Chancellor, under the oversight of the Council. On behalf of Council, and in accordance with its Charter, the Remuneration Committee monitors, reviews and, where appropriate, makes recommendations to the Vice-Chancellor (or if necessary, the Council) on these matters.

**Secretary to the Council**

The Director, Corporate Governance and Risk Office, is the Secretary to the Council. Approving the appointment, remuneration and, should it be necessary, the termination of the employment of the Director, Corporate Governance and Risk Office, is a decision reserved for the Chancellor and the Vice-Chancellor, acting in accordance with University policy.
Governance and compliance

The Council and its Committees, as set out in their respective Charters, are responsible for:

a) Establishing, approving and monitoring the governance arrangements and processes of the University, and ensuring their compliance with the:
   - Australian National University Act 1991
   - Public Governance, Performance and Accountability Act 2013
   - Public Governance, Performance and Accountability Rule 2014
   - Higher Education Standards Framework (Threshold Standards) 2015
   - Voluntary Code of Best Practice for the Governance of Australian Universities

b) Monitoring and influencing the University’s culture, reputation, ethical standards and legal compliance; and overseeing the University’s corporate governance framework and the key supporting policies and processes governing the operations of the University’s (including the University’s Code of Conduct).

c) Approving the University’s Annual Report, including a corporate governance statement.

d) Overseeing, and monitoring the effectiveness of the University’s investment-related policies, including the extent to which they optimise the best outcomes for the University and meet the expectations of its major stakeholders.

e) Overseeing the Vice-Chancellor’s delegation of authority to management.

f) Monitoring the University’s health, safety and environmental performance.

g) Overseeing reporting and communications to major stakeholders.

h) Monitoring significant litigation in which the University is involved.

Finance and risk management

The Council and its Committees (as set out in their respective Committee Charters), are responsible for:

a) Overseeing the University’s financial position, including the quantum, nature and term of its debt facilities and its ability to meet its debts as and when they fall due.

b) Approving the annual financial statements and other significant related disclosures or reporting.

c) Approving decisions relating to capital management, such as debt restructuring and major investment decisions.

d) Overseeing the University’s external audit activities and monitoring the University’s internal audit activities and internal control and reporting systems.

e) Approving and overseeing the University’s enterprise risk management framework, strategic risks and risk appetite, and risk management and fraud control policies and related processes.

f) Reviewing the University’s actual and emerging material business risks and monitoring University management’s performance in implementing risk management interventions in respect of material business risks.
Role of the Chancellor

The Chancellor is appointed by the Council and is not to be a staff member or student of the University.

The Chancellor’s principal responsibilities are to provide appropriate leadership to the Council and to ensure the Council fulfils its obligations under this Charter.

The Chancellor also has specific responsibilities to:

a) Chair Council meetings, and other governance-level meetings; and to facilitate discussion within each meeting.

b) Represent the views of the Council to the University community, government, business, civil society and the public.

c) Maintain a regular dialogue with the Vice-Chancellor and executive management, serving as a primary link between the Council and management and providing continuity between Council meetings.

d) Work with the Vice-Chancellor in relation to the Council’s requirements for information to contribute effectively to the Council decision-making process and to monitor the effective implementation of Council decisions.

e) Preside on ceremonial occasions of the University, including the Conferring of Awards ceremonies.

The Chancellorship is subject to the Chancellorship Statute 2012.

Role of the Pro-Chancellor

The Pro-Chancellor is appointed by the Council and is not a staff member or student of the University.

The Pro-Chancellor’s principal responsibilities are to assist the Chancellor in providing appropriate leadership to the Council and ensuring the Council fulfils its obligations under this Charter.

The Pro-Chancellor also has specific responsibilities to:

a) Chair Council meetings, in the absence of the Chancellor.

b) Assist the Chancellor with his or her other specific responsibilities as listed above.

c) Lead the Council in its deliberations on the appointment or re-appointment of a Chancellor.

The Pro-Chancellorship is subject to the Pro-Chancellorship Statute 2014.

Role of the Secretary to the Council

In the exercise of corporate governance responsibilities as the Secretary to the Council, the Director, Corporate Governance and Risk Office reports directly to the Council through the Chancellor on matters relating to the proper functioning of the Council. All Council members have access to the Director.

The Director’s role includes:
a) Advising the Council and its Committees on governance matters.
b) Monitoring compliance with Council and Committee Charters, policies and procedures.
c) Coordinating all Council business including meetings, agendas, Council and Committee papers and minutes; and monitoring the completion of actions arising from Council meetings.
d) Providing a point of reference for dealings between the Council and management.
e) Retaining independent professional advisers at the request of the Council, Council Committee, or as permitted under this Charter.
f) Organising and facilitating the induction and professional development of Council and Council Committee members.

Day-to-day employment matters (eg. leave) and line reporting is through the Vice-Chancellor.

Responsibilities of Management

The academic standards, management and administration of the University are the responsibility of the Vice-Chancellor, in accordance with the Vice-Chancellorship Statute 2013 and subject to any resolution of the Council.

The Vice-Chancellor is accountable to the Council for the discharge of his or her responsibilities. The Vice-Chancellor reports to the Council through the provision of reports, briefings and presentations to the Council, covering the performance of the University and key issues affecting it, throughout the year, including a formal written ‘Vice-Chancellor’s Report’ to every ordinary meeting of the Council.

The delegation of authority below (or subordinate to) the Vice-Chancellor, throughout the University, is done in accordance with the University’s Delegations Framework. The Vice-Chancellor may approve the Delegations Framework, and amendments to it from time to time.

The Vice-Chancellor has authority to determine policies of the University, subject to this Charter, the Policy Governance Framework, and any other specific policy matters that Council reserves for its own consideration.

Expectations for leadership, decision-making and culture

In leading and making decisions for the University, and in shaping its culture, it is expected that the Vice-Chancellor exemplify, promote and ensure that:

- Members of the University community (i.e. staff, students and others holding an academic title within the University) conduct themselves in a manner that reflects commonly accepted standards of academic or business practice and ethics, including acting with honesty and integrity, with respect and dignity in relationships amongst those involved in, or affected by, the University’s activities.
- Resource allocation decisions, capital and operating expenditure, or financing decisions, are made with due reference to their impact on the financial condition of the University, and the associated impact on the achievement of the strategic plan.
• Decisions or actions are taken with due reference to their impact on the health, safety and environmental outcomes, and the associated impact on the achievement of the strategic plan.
• Decisions or actions are taken with due reference to their effect on the reputation of the University and the associated impact on the achievement of the strategic plan.
• Risks that are material to the University’s functions are identified and managed within an appropriate system/s of control.
• The senior management of the University is organised with processes for ensuring long term succession planning, attracting and retaining talent, building a capable and agile management team and ensuring equal opportunity.

Meetings

Standing orders
The Council has implemented Standing Orders for the conduct of Council meetings and meetings of Council Committees.

Agenda planning
Under the direction of the Chancellor, the Director, Corporate Governance and Risk Office, maintains a forward agenda plan for meetings of the Council for at least the coming 12 month period. The forward agenda plan includes:

• Dates and times of meetings
• Strategic discussion topics
• Key business items
• Standing and cyclical business items
• Business items requiring reporting back or further discussion at a later date
• Site visits

At least annually, the Council considers the forward agenda plan for approval. Under the direction of the Chancellor, the Director, Corporate Governance and Risk Office, may make adjustments to the forward agenda plan as necessary.

Meeting arrangements and support
The preparation of all agenda papers and minutes is managed by the Director, Corporate Governance and Risk Office, under the direction of the Chancellor.

The order of business on the Council agenda paper is structured under the following headings, unless otherwise varied by the Chancellor:

• Part 1 – Procedural Items
• Part 2 – Key Business Items
• Part 3 – Strategic Issues
• Part 4 – Other Matters for Decision
• Part 5 – Other Matters for Noting
• Part 6 – Other Business

The agenda is informed by the forward agenda plan, and prepared by the Director. The agenda and meeting papers are reviewed by the Vice-Chancellor and approved by the Chancellor, prior to release.

The Director determines the agenda item submission deadline for each Council meeting. Agenda items which do not reach the Director by the specified agenda deadline may not be included on the agenda, unless otherwise approved by the Chancellor, on the grounds of urgency or strategic importance.

Ordinarily, the agenda and meeting papers for Council meetings are distributed at least seven days prior to the meeting. All agenda papers and minutes for Council and Council Committees are ordinarily distributed electronically through a secure server, which enables members to access the papers remotely using a desktop or portable device.

All Council and Council Committee members will be offered the use of a tablet with Wi-Fi and 3G capability, however the cost of 3G services for the tablet will be borne by the individual member. The model of tablet, and any upgrade, is determined at the discretion of the Director, Corporate Governance and Risk Office, and within available funds.

Council or Council Committee members are ordinarily expected to attend meetings in person. Where a member cannot participate in a meeting in person, he or she may participate in the meeting using teleconference or videoconference technology, subject to the availability of such technology at the meeting venue.

Attendees and observers

It is expected that all members of the University Executive, the Chair of the Academic Board, and the Director, Corporate Governance and Risk Office and the Chief Financial Officer will attend meetings of the Council. In addition, the Director, Office of the Vice-Chancellor and staff of the Corporate Governance and Risk Office may attend meetings of the Council. These attendees may participate in the meeting’s discussions when invited to do so by the Chair.

Meetings of the Council are open to staff, students, alumni and members of the media as observers, for non-confidential items. However, because of limitations on space in the R.C. Mills Room, no more than 15 observers may be admitted to any meeting.

Observers are issued with a pass on a first come first served basis. Passes may be booked in advance by contacting the Corporate Governance and Risk Office but those not collected 30 minutes prior to the commencement of the meeting will be available for reallocation. Members of the media may obtain a pass through the Director, Strategic Communications & Public Affairs.

Observers have no speaking rights and may not communicate with Council members during the meeting. The Chair may declare a particular item to be confidential and observers will be asked to leave for confidential items.
There may be occasion where, for security reasons, observers may not be granted admission to Council meetings. This is managed at the discretion of the Chancellor.

**Resolution without a meeting**

The Council may adopt a resolution without a meeting, as provided by the *ANU Act*.

**Conduct**

**Legal duties**

Council members are considered “officials” for the purposes of the *PGPA Act*, and expected to adhere to their legal duties of:

- Duty of care and diligence
- Duty of good faith
- Duty in relation to use of position
- Duty in relation to use of information
- Duty to disclose interests

The Council expects all members of Council Committees, who are not Council members, to conduct themselves in a manner consistent with, and to comply, with these legal duties, as if they were officials.

A Council member who is appointed to Council under section 10(1)(q) of the *ANU Act* may be removed from office by the Minister for Education and Training, under section 30 of the *PGPA Act*, where the Council member has contravened his or her duties as an official. Such removal will be conducted in accordance with the procedures provided for in the *PGPA Act*.

A Council member may be removed from office by the Council itself, under section 15(1)(k) of the *ANU Act*, where the Council forms an opinion by resolution that a Council member has contravened his or her duties as an official. Such a removal will be conducted in accordance with the procedures provided for in the *ANU Act*.

A Council Committee member, whether they are a member of the Council or not, may be removed from membership of a Committee by the Council, where the Council forms an opinion by ordinary resolution that the Council Committee member has contravened the duties of an official under the *PGPA Act*.

**Declaration of interests**

Council and Council Committee members are required to take all reasonable steps to avoid actual, potential or perceived conflicts of interests. Each Council and Council Committee member must comply with the requirements of the *PGPA Act* in respect of disclosure of material personal interests.

Any Council or Council Committee member who has a material personal interest in a matter relating to the affairs of the University must disclose that interest orally, or in writing, at the relevant
Council or Council Committee meeting as soon as practicable after becoming aware of the interest. The disclosure must include details of the nature and extent of the interest and how the interest relates to the affairs of the University. If the nature or extent of a material personal interest subsequently changes, this must also be declared if it continues to be of relevance to a matter relating to the affairs of the University. Any such disclosure is recorded in the minutes of the meeting. Unless the Council or Council Committee members determine otherwise, the member must not take part while the matter is being considered at the meeting nor participate in decision-making on the matter.

For the purpose of making a determination whether a material personal interest exists, any member to which the disclosure relates must not take part in making the determination.

The Director, Corporate Governance and Risk Office maintains a register of all material personal interests that are declared by members.

On an annual basis, the Director, Corporate Governance and Risk Office invites members to make a declaration of any further material personal interests or to amend existing declarations. These are recorded in the register.

General conduct

The University has a Code of Conduct which applies to all staff members and to all those who enter into a particular relationship with the University for a specified time period. Council and Council Committee members are expected to adhere to the Code of Conduct.

Responsibilities under the Code of Conduct fall under the following categories:

- respect for the law and University governance;
- fair treatment of people;
- personal and professional behaviour; and
- exercising care and diligence.

There is also a general expectation that Council and Council Committee members will:

- take an active interest in issues affecting the University and higher education;
- attend meetings, come well prepared and play an active role in proceedings; and
- interact constructively with each other and with the senior management of the University.

Council and Council Committee members are encouraged to bring to meetings, objective independent judgement in relation to the matters under consideration, to ask incisive, probing questions and require accurate, honest answers.

The Council is a collective decision making body, and as such, individual members of the Council, other than the Vice-Chancellor, may not issue any form of directive to a member of staff or a student, unless they have been authorised to do so by University legislation; by a resolution of the Council or a Council Committee; or with the consent of the Vice-Chancellor.
Confidentiality

Prior to a meeting, a Council member may only discuss with fellow Council members or the Director, Corporate Governance and Risk Office, any Council business marked or declared to be confidential. When appropriate such matters may also be discussed with members of the University Executive, the Chief Financial Officer or other senior officers of the University.

As directed by the Chancellor, some matters remain confidential after a decision has been made by Council. Council and Council Committee members will exercise discretion in the use and communication of Council business and members of Council should refer to the Chancellor, or the Director, Corporate Governance and Risk Office, when in doubt. If a particular member is alleged to have breached confidentiality that person may be the subject of action by the Council, for breach of one or more of their duties under section 25 – 29 of the PGPA Act.

From time to time Council and Council Committee members, in the course of their duties, may encounter personal information related to staff and students of the University. The Privacy Act 1988 imposes obligations on the University (including Council and Council Committee members) in relation to the use of personal information contained in University records. All members of Council and Council Committees are expected to adhere to the requirements of the University's Privacy Policy and any other related legal obligations.

Access to management

Council and Council Committee members have access to the University’s senior management through the Chancellor, the Vice-Chancellor or the Director, Corporate Governance and Risk Office. In addition to regular presentations by senior management to Council and Council Committee meetings, members may seek briefings from senior management on specific matters.

Access to information

Within the scope of their role and responsibilities, Council and Council Committee members may obtain any information they need from any employee of the University and/or external party associated with the University, subject to legal protections and obligations with respect to information. Requests for information should, in the first instance, be made through the Chancellor, the Vice-Chancellor or the Director, Corporate Governance and Risk Office.

Access to independent professional advice

The Council has the authority to conduct or direct any investigation required to fulfil its responsibilities and has the ability to retain, at the University’s expense, such legal, accounting or other advisers, consultants or experts as it considers necessary from time to time in the performance of its duties. All Council Committees have access to independent professional advice on this basis.

In certain circumstances, each Council member has the right to seek independent professional advice, with the consent of the Chancellor (which will not to be unreasonably withheld), at the
University’s expense within reasonable limits. Unless otherwise considered inappropriate by the Chancellor, all legal advice is sought through the University’s General Counsel.

**Insurance and indemnity**

The University maintains a Directors and Officers Liability Insurance Policy to cover all members of the Council. This policy provides insurance for liability up to $20,000,000.

The University Legal Office and Insurance Office are notified as soon as practicable of any matter that may give rise to a claim. Failure to comply with this requirement may prejudice any potential insurance cover.

For each member of the Council, in their capacity as a Council member, the University executes a deed of indemnity and access. The deed:

- Indemnifies a Council Member, on a full indemnity basis and to the full extent permitted by law, against all liabilities incurred by the Council member as a Council member of the University in relation to legal proceedings.
- Provides a right for a Council member, for a specified period, to have access to and inspect University Records, subject to certain qualifications and exclusions.

**Induction and professional development**

All new Council and Council Committee members undertake an induction program, which includes meetings with the Chancellor, Vice-Chancellor and other senior officers of the University, as considered appropriate. Each induction program is tailored to suit the skills and experience of the inductee and any specific knowledge they require.

All Council members are given the opportunity to undertake professional development activities to assist them in fulfilling their duties and responsibilities and keeping up to date with relevant issues, at the University’s expense. The Chancellor is responsible for overseeing an appropriate program of professional development for each Council member. The Director, Corporate Governance and Risk Office, maintains a schedule of available professional development opportunities.

**Remuneration and expenses**

Council members, other than the Vice-Chancellor, do not receive remuneration. However, the University meets the cost of travel, accommodation and incidental costs associated with attendance at meetings.

At the discretion of the Council, the Chancellor may receive a modest honorarium, in an amount that the Council determines at the time of appointment. The Chancellor is also provided with additional resources, as determined by the Pro-Chancellor and Vice-Chancellor, which are considered to be prudent and appropriate to assist the Chancellor in the performance of his or her role.
The University also covers the reasonable costs associated with the Chancellor and Pro-Chancellor attending any ceremonial occasion of the University, or otherwise performing work on behalf of, or for, the University.

**Communication**

A brief report is published after every Council meeting, reporting in summary terms to the University community the key non-confidential matters that the Council has considered. The report is approved by the Chancellor, in consultation with Council members as necessary.

The University maintains a comprehensive ‘governance’ section on its website, outlining key personnel, structures, meeting dates and practices in respect of the Council and Council Committees.

**Review of Council performance and charter**

The Council evaluates its own performance on a regular basis. The evaluation occurs through

- annual self-assessment using an online survey
- one-on-one consultations between the Chancellor and individual Council members every second year

These assessments and consultations covering such matters as:

- adequacy of Council engagement on strategic and other issues
- structure, composition and tenure of Council members
- quality of performance of self, other Council members and the Chancellor
- cohesiveness and collegiality of the Council
- opportunities for induction and development of Council members
- conduct of Council meetings, including adequacy of papers, staff presentations and reporting
- adequacy of visibility and engagement with wide University community
- adequacy of this Charter

Subsequent to these assessments and consultations, a report is tabled at a meeting of the Council for discussion. Discussion at the Council meeting also presents an opportunity for Council to address the question of its collective effectiveness.
It is with great pleasure that we present The Australian National University 2017 Report to Donors.

This report celebrates the far-reaching impact that our donors have on all aspects of The Australian National University (ANU).

Donor support is making a real difference. From establishing scholarships that help talented students, to providing real-world experience in managing an investment fund, or generating new research and ideas for the National Centre for Indigenous Studies. It is our donors who help us achieve our best.

It is our donors who remove the barriers that can stand in the way of our students, researchers and staff reaching their full potential and creating a better future for us all.

Donors to ANU are advancing our nation by creating new partnerships with Indigenous Australia, leading in our region by expanding our expertise in addressing the many challenges faced by Asia and the Pacific, and transforming our world by harnessing the outstanding talent across our University to tackle the grand challenges ahead.

On behalf of the entire ANU community, we would like to thank our donors for their generosity, vision and support.

We hope that you enjoy these inspirational stories at the heart of our University.
### 2017 Giving by Numbers

**Funds raised and pledged in 2017:**

<table>
<thead>
<tr>
<th>Amount</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>$13.6+ million</td>
<td>New funds raised for the University (including pledges, donations from ANU Foundation USA, gifts-in-kind, and excluding philanthropic grants)</td>
</tr>
<tr>
<td>$3,800,000</td>
<td>The largest donation received</td>
</tr>
<tr>
<td>$264,500+</td>
<td>Given to ANU by staff through the workplace giving program</td>
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<tr>
<td>$1,100,000</td>
<td>Largest pledge made in 2017</td>
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**Who gave:**

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<tr>
<th>Number</th>
<th>Description</th>
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<tr>
<td>1,966</td>
<td>(Includes gift-in-kind donors, excludes pledges and philanthropic grants)</td>
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<tr>
<td>1,084</td>
<td>Alumni donors</td>
</tr>
<tr>
<td>882</td>
<td>Other donors</td>
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<td>New donors</td>
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<tr>
<td>112</td>
<td>International donors</td>
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<tr>
<td>1,854</td>
<td>Australian donors</td>
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**How it helped:**

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<tr>
<th>Amount</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>247</td>
<td>Undergraduate scholarships</td>
</tr>
<tr>
<td>96</td>
<td>Postgraduate coursework scholarships</td>
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<tr>
<td>270</td>
<td>Prizes</td>
</tr>
<tr>
<td>440</td>
<td>Other support for students*</td>
</tr>
</tbody>
</table>

*Grants/awards/bursaries
Hello from ANU

During the 2017 Phone Appeal, donors contributed $86,355 to The ANU Fund, which supports priority initiatives across campus, which focus on ANU students and staff and uphold the University’s reputation as a world leader in research.

The student calling team represent the diverse and vibrant student population at ANU. They share common qualities from their involvement in academic and social life on campus: energy, curiosity and enthusiasm. They bring these same qualities into the call room and the phone conversations they have with alumni.

The students represent their colleges, schools, residential halls, clubs and many other areas of campus life, leading to rich and engaging discussions with alumni. Over the course of the Appeal, the 40 student callers had a total of 4,567 conversations with ANU alumni and staff.

“IT’S DEFINITELY VALUABLE FOR ALUMNI TO HEAR FROM STUDENTS AND TO HEAR ABOUT THE IMPACT THAT DONATIONS TO THE ANU FUND HAVE ACROSS CAMPUS AND EVEN THE WIDER CANBERRA COMMUNITY.”

Laurelle Vingoe, Annual Giving Manager

4,567 Conversations with Alumni 173 First time donors contributed $142.27 Average donation size

607 Donations made 87 New monthly donations

“As you would expect, the call room is a buzz of excitement with a great sense of community being established within the student calling group.”

Felicity Gouldthorp, Deputy Director (Operations) Alumni Relations and Philanthropy
To be human is to have a story

On 25 October 2017, ANU held its third annual Giving Day. Giving Day is about bringing the entire ANU community together to support individuals in achieving their potential and exploring new ideas and new ways of thinking.

In 2017, the theme for Giving Day honoured the concept that to be human is to have a story. As the national university, ANU is responsible for supporting our community of researchers and students in developing and constructing their own stories, which shape the nation’s future.

As a result, donors to the 2017 Giving Day supported two projects: an Indigenous volume of the Australian Dictionary of Biography (ADB) and a refugee access and support program. More than 400 donors gave a total of $49,270, which has been disbursed to these two projects.

Stories waiting to be told

The ADB showcases stories of Australians who have played an important role in the history of the country. However, stories of Aboriginal and Torres Strait Islander people have been significantly underrepresented in the ADB. This project wants to fulfill the foundational purpose as custodian to the national identity by including Indigenous Australians. The ADB is working with and receiving significant guidance from Indigenous scholars, researchers, and communities to produce over 100 biographies for an initial Indigenous volume of the dictionary.

The ADB received a total of $22,405 from the Giving Day campaign as well as an additional funds from The ANU Fund, making a total of $96,382. The National Centre of Biography at ANU, which produces the ADB, is using these funds to employ a full-time researcher, dedicated to telling the stories of Indigenous Australians identified for the volume.

Stories waiting to unfold

ANU is committed to providing support for all students in need. A Refugee Support Program is in development, which will offer tailored support to individual refugee students. This accompanies a Humanitarian Scholarship, to support refugee students on a temporary visa, and the School to Tertiary Outreach Mentoring Program (STOMP), where ANU students from our virtual residence, Griffin Hall, mentor and work with refugee students at Dickson College. These programs combined, offer access and support to ensure a smooth transition and an improved positive experience for refugee students at ANU.

This program received a total of $26,865
The Gray Smith and Joan Scott Prize at the ANU School of Art and Design was established by Sheenagh Callahan in honour of her parents. The prize recognises outstanding students who are enrolled in an Honours year in the Bachelor of Visual Arts at ANU in Painting, Photography, Printmedia and Drawing, or Animation and Video.

The 2017 Gray Smith and Joan Scott Prize recipient, Prue Hazelgrove, is a photographer currently studying Honours in Photomedia at the ANU School of Art and Design.

Originally from Port Macquarie, Prue says she quickly felt at home at ANU.

“I like the community and culture of the ANU School of Art and Design. It’s a tight-knit family that you can really feel at home in.”

Prue’s Honours project specialises in wet-plate Collodion photography, an old photographic medium which predated digital and film. She uses this medium to photograph Cosplayers – where participants wear costumes and accessories to represent specific characters – and observe the interaction of a very old process and a very new culture.

Without the prize, Prue says she would have struggled to afford the materials used in the photography process.

The benefits of the prize have also extended beyond the financial.

“It was so encouraging to not only receive practical financial support but to know that there are people who are sufficiently invested and passionate about what I’m pursuing that they take action. Being a recipient of generosity like this empowered me to persevere in my research and believe in my abilities.”

Prue’s Honours research has led her to consider further research, including a possible PhD on the history of wet-plate photography and the collodion process in Australia and its role in today’s society.

Prue has also undertaken a residency at Photoaccess and participated in an exhibition at the Canberra Museum and Gallery, made possible by the Emerging Artist Support Scheme.

“I’m blown away by the generosity and connections in the Canberra art scene so, whatever I do, I’m keen to embed myself in the community here, its galleries and museums, and work alongside the amazing people.”

Please note that there will be photographs of Prue’s work included here, and we would like the article to primarily focus on the visuals.

“Being a recipient of generosity like this empowered me to persevere in my research and believe in my abilities.”
Student crowdfunding helps Paralympic sit-skiier

When ANU engineering students needed funding to develop a leg enclosure prototype for sit-ski Paralympian hopeful Sam Tait they turned to crowdfunding for support.

After Sam was severely injured in a motorcycle accident in 2013, he didn’t want his injuries to stop him from pursuing his passion for skiing. Sam became determined to qualify for the 2018 Pyeongchang Winter Paralympic Games, despite his inexperience in a sit-ski.

Initially, Sam was using hockey pads to protect his legs during competition, which were easily dislodged and provided minimal leg protection.

The students involved in the design and manufacture of the leg cover for Sam wanted to have a positive impact on society and help Sam achieve his dreams.

“The leg box goes over Sam’s sit-ski and is designed to prevent the impact of gates when he is racing. Sam will be able to race without fear, and gain a competitive advantage,” said design team member and engineering student Chris Zhang.

Sam was impressed with the commitment shown by the students who worked on the project.

The ANU design team were thrilled to reach their goal of $5,000 thanks to the generosity of donors.

“I’m super stoked that ANU have picked it up and that the students are willing to help me. Even through their school holidays they’re still working like they’re at school every day.”

Given the cost of manufacturing such a unique piece of equipment, the students turned to crowdfunding to help them finance the development of the lower leg enclosure.

“A leg-box isn’t something that can be bought off the shelf like boots or a pair of skis. It is a custom piece of equipment designed specifically for my anthropometrics and racing style,” said Sam.

The ANU design team were thrilled to reach their goal of $5,000 thanks to the generosity of donors.

The students presented their final leg enclosure prototype at the TechLauncher Showcase, a program where students develop technology to address complex problems in a variety of disciplines and industries.

Law students help detainees develop legal literacy skills

Detainees at the Alexander Maconochie Centre (AMC) in the ACT have an improved understanding of legal issues thanks to student volunteers from the ANU College of Law.

The ANU Prison Issues Project is a legal literacy program that the ANU Law Reform and Social Justice initiative runs between law students and inmates at AMC. In the first session, detainees are asked what they would like to learn about the law and its impact on their lives, with the topics chosen becoming the focus of the next five sessions.

Dr Anthony Hopkins is a Senior Lecturer at the ANU College of Law and runs the project. He says that, for the participating students, it is often their first exposure to people with real legal problems.

“Once students get inside the walls of the prison and start talking with detainees, they realise that detainees are just human beings like them and that, despite all the differences, there is this real human connection that can develop.”

Law student Monique Munro found volunteering for the project a valuable experience and appreciated being able to use her legal knowledge for the benefit of others.

“It’s been great to feel like I’m putting what I’ve learned in my degree to good use: giving back to the community and helping people who are disadvantaged understand the legal system and become a bit more empowered with that knowledge.”

Anthony believes that a key benefit of the project is not so much the content but the interaction itself.

“Once students get inside the walls of the prison and start talking with detainees, they realise that detainees are just human beings like them”
Q&A with Jennifer Robertson

Internationally renowned woven textile specialist, Jennifer Robertson, collaborated with Emeritus Professor Ian Jackson from the ANU Research School of Earth Sciences (RSES) to create two exquisite woven textiles after receiving the Vice-Chancellor’s College Visiting Artist Fellows Scheme (VCCAFS), which encourages and celebrates interdisciplinary research.

Jennifer generously donated one of the works, Crystal Imperfections as Agents of Deformation, to RSES as a wonderful example of what can be achieved through interdisciplinary research.

Please tell me about your connections to ANU.

I first came to ANU back in 1993 from Fremantle, WA, to attend a masterclass workshop with Japanese textile planner Junichi Arai. I remember thinking Canberra was a nice scale for a capital city and that being surrounded by mountains, bush, wildlife and a beautiful campus made it quite special. In 1997 I was asked to come and teach for one academic year to replace someone on maternity leave – that was 21 years ago!

How did your collaboration with Ian Jackson come about?

I was looking for a collaborator on the ANU RSES researcher pages. Normally I work solo in my studio as my field requires one person working on one piece of equipment at any one time, but I was interested in collaborating with someone outside the field of woven textiles and was drawn to earth science as I am interested in mineral science. Ian is a rock physicist and I wrote to him to see if he was interested in working on a project together. I didn’t know at that early stage what a collaborative project might look like, but through the process of getting to know Ian and his research and building a relationship, a project emerged and gradually became clear.

What was it like to work with a scientist?

Working with a scientist took me out of my comfort zone, which was beneficial for my practice-led research in woven textiles. Whilst I experienced a high learning curve as I hardly knew anything about the field of mineral science, I read a lot and was very interested in the subject matter. It surprised me that some of the terms used to describe earth science are so similar to woven textiles, even at an atomic level.

I found the process of forming a collaborative relationship a richly rewarding one and I think part of the value for me was seeing a project emerge and develop from a different perspective. The process also built valuable new skills and took my work in woven textiles to a strategic new direction.

What inspired you to donate your artwork to the RSES?

I was very grateful to ANU and the Vice Chancellor for receiving the VCCAFS. It is a ground-breaking scheme in Australia and I really appreciated the foresight and vision in implementing it. I think this scheme is highly valuable for artists and recognises non-traditional research outputs in creative ways that push new boundaries and ask new questions.

I was happy to donate the piece that most closely referenced Ian’s research and felt it was most appropriate to donate the piece back to the RSES at the conclusion of the project. I have since heard that it is richly appreciated in its new home at the RSES which is satisfying for me. As it is on permanent display it means that many people see it who wouldn’t necessarily visit a gallery; for example, so it has a reach that is broader than art. Scientists understand and appreciate it too and I think generally there is potential to enhance many different spheres with art and creative endeavour as the inclusive approach to other disciplines makes for a richer experience for all. Sometimes the separation between different disciplines can inhibit collaboration; this scheme makes sure artists are placed in a college outside the arts. I would like to see the creative arts further grounded and nourished in new directions.

What do you feel it is important to give?

It feels nice to be generous in donating the artwork. Giving builds a collective environment that has capacity for extension to make a richer, more open and encompassing experience for all. It builds relationships and community. I feel that giving has at its heart generosity. This is such a wonderful virtue; it’s enhancing for everyone that participates in it and encourages those who receive to also give.

Imagine if all VCCAFS recipients gave one piece towards a VCCAFS collection that’s accessible – a wonderful resource to showcase. Giving transcends our preoccupation with ourselves and our finances, and challenges our thinking that time is money. It really is a wonderful activity.
Students gain real-world experience in managing an investment fund

Thanks to a generous donation from ANU alumnus Russell Clark, finance students at ANU now have the chance to gain real-world experience in managing an investment fund.

Russell completed his Bachelor of Economics and Bachelor of Asian Studies in 2000 and is now the Portfolio Manager at Horseman Capital Management in London.

Russell said he was proud to be involved in the establishment of the fund and hoped it would help finance students discover a passion for fund management and gain exposure to the industry.

“I’m now working in fund management, but it’s not something that I thought I would do when I first joined ANU. Through my time at ANU and my travels it became something that I wanted to do.”

Russell’s donation was matched by the Research School of Finance, Actuarial Studies and Statistics (RSFAS) which also administers the fund.

Students in the course will assume responsibility and day-to-day management of a fund of more than $590,000 under the guidance of course conveners.

Finance student Olaide Yinka-Kehinde completed his initial semester with the fund and will take on the role of Chief Investment Officer in the first semester of 2018.

He said the fund was a unique opportunity for students to gain invaluable real-world experience in finance.

“The ANU Student Managed Fund has been an excellent practical opportunity. Working with students who are passionate and excited and willing to push the boundaries of their own learning makes the course very rewarding.”

Vice-Chancellor Professor Brian Schmidt says the fund will teach students about philanthropy and what it means to give back to society.

“Students participating in the fund will not only come out with better understanding of how real-life investment works through managing a slice of the ANU endowment funds; they will also be well-equipped for the challenges of our modern workforce.”

Additional donations have been made by course convenor Dr Geoff Warren and by the family of the Student Managed Fund’s Investment Advisory Committee member and ANU alumnus Andre Morony.

“The fund will teach students about philanthropy and what it means to give back to society.”
The Bhati Family: A philanthropic legacy

From a small historic city in Rajasthan to the vibrant cobbled streets of Cartagena, the Bhati family’s philanthropic legacy has spanned generations and traversed the globe.

U.N. Bhati, 81, is the patriarch of a Canberra based family with strong links to ANU. Born in Rajasthan, he first arrived at ANU in 1967 as a PhD student in Economics. Back then, he could hardly have imagined that his daughter, Rina Bhati, and two of his grandchildren would also end up graduating from ANU.

The Bhati family not only possess academic credentials; their philanthropic initiative can be traced back at least as far as U.N.’s grandfather. As the only literate person in his community, U.N.’s grandfather was much sought after for advice and guidance, and his strong sense of social justice was imprinted on U.N. from an early age.

“I can remember how, with just one intent look, he could convey a world of meaning when he thought I had behaved inappropriately,” recalls U.N.

Since 2010, U.N. and his family have been generous supporters of ANU students through the Bhati Family India Travel Grant, which supports ANU students from any discipline who need to undertake research in India.

“Our motivation was based on our immense indebtedness to both India and Australia as both countries have given us a lot. In recognition of it we wanted to give something back,” says U.N.

The 2017 recipient of the Bhati family travel grant, Athira Rao, is an Indian student who came to ANU in early 2017. She considers her experiences at ANU to have been life-changing:

“Being from a completely different cultural and academic setting I found adjusting to ANU very challenging. The challenges taught me valuable lessons and looking back at each of those moments now I smile.”

In 2018, with the help of the Bhati Family travel grant, Athira will be pursuing her PhD fieldwork, looking at the impact of interconnected waterways on the social life of Kuttanad, Kerala.

“The grant has been a great financial help. My first year of PhD was not fully funded and to pay the international tuition fee I had taken a bank loan. The financial liabilities have always bothered me and this grant has helped me forget about it at least temporarily during my fieldwork.”

The thread of philanthropy that U.N. traces back to his grandfather has also carried through to his granddaughter, Vanessa Brettell. Rina recalls that Vanessa showed a strong sense of social justice from a very early age:

“When Vanessa was still a toddler, if I gave her a biscuit she would immediately break it into three and share it with her brothers.”

In 2014, Vanessa was the only student to graduate with a Bachelor of Latin American Studies at ANU. As part of her studies, she had spent one semester studying in Colombia at the Universidad de los Andes in Bogota. Her time in Colombia left her with a strong urge to help redress the social inequality she encountered. Today, Vanessa has set up a not-for-profit social enterprise, Café Stepping Stone in Cartagena, Colombia.

“When travelling in Cambodia, I visited the Friends café in Phnom Penh which trains socio-economically disadvantaged locals in restaurant work. I thought that this would be a great thing to set up in Colombia,” says Vanessa.

Vanessa is convinced that social enterprise is one of the best ways to provide lasting, tangible benefits to the poor and unemployed youth in the community.

“Our Café Stepping Stone provides hospitality training and English lessons to disadvantaged Colombian youth through employment and practical experience,” says Vanessa. And while U.N. may have been initially worried about his granddaughter’s safety when she first travelled to Colombia, he is now very proud of her carrying forward the family’s tradition of creating a better world.

“I give her ten out of ten for having her heart in the right place and wanting to make a difference to society,” says U.N. A statement that is equally true for the rest of this remarkable philanthropic family.
The birthday gift that keeps on giving: The Dixon-Walsh Scholarship

When ANU alumnus Alan Dixon’s father turned 75 he found a meaningful way to celebrate with a gift that will keep on giving. Alan is the Managing Director and CEO of Evans Dixon, an asset manager and financial advisory firm. In 2017, he made a landmark $1.35 million scholarship donation to ANU in honour of the friendship between his father, Daryl Dixon, and Daryl’s colleague and lifelong friend, Max Walsh. The scholarship celebrated not only Daryl’s 75th but also Max’s 80th birthday.

Max Walsh. The scholarship celebrated not only Daryl’s 75th but also Max’s 80th birthday.

Alan graduated from the ANU with a Bachelor of Commerce degree in 1995. He established the scholarship to enable financially disadvantaged students to study at the ANU Research School of Finance, Actuarial Studies and Statistics.

Alan acknowledges that, if it wasn’t for the scholarships his father had won to both the University of Queensland and then Cambridge University in the UK, he wouldn’t have had the opportunity to have such a successful career.

Now based in New York, Alan says that ANU remained an important part of his journey to success.

“ANU is a very special place and it is fantastic to be able to give back.”

The scholarship is also a means to celebrate the connection between Dixon Advisory and Canberra, with recipients given invaluable first-hand experience through a summer internship at the Dixon Advisory office in Canberra.

ANU Vice-Chancellor Professor Schmidt says that the scholarship aligns with his vision for ANU as a vehicle for social change.

“Equity scholarships sit right at the top of the Strategic Plan for ANU because of their transformative impact. This gift from Alan is a remarkable act of generosity.”

Max and Daryl are hopeful that one part of their legacy will be an amazing set of scholars at ANU.

The inaugural recipient of the Dixon-Walsh Scholarship, 16-year-old student Harrison Beer, says that the scholarship support will allow him to put a greater focus on his studies.

“Financing university is one of those parts of life where even the prospect of struggling in the future can put a lot of strain on you. Being told that I was being given the opportunity to go to university and not struggle financially was amazing.”

Harrison will be studying a Bachelor of Actuarial Studies and a Bachelor of Statistics.
A lifelong connection to ANU

ANU alumna Ms Hester Gascoigne established the HL Gascoigne Grant in 2017 to support staff, scholars and research at the National Centre for Indigenous Studies (NCIS) generate new research and ideas.

Hester has longstanding connections to ANU, as her astronomer father came from New Zealand to Mount Stromlo as a research fellow in 1941 and worked there until he retired. Since graduating, Hester has remained involved with ANU through attending classes, courses and events on campus.

To recognise the impact that ANU has had on her life, Hester initially decided to leave a gift to the University in her Will.

“I wanted to leave a legacy that created opportunities in education for people who might otherwise struggle to get them. ANU was the logical place, as an institution I know, as a Canberra institution for a Canberra person, and as one that has played a significant role in my family’s life.”

After meeting former NCIS Director, Professor Mick Dodson, who talked about a student who was able to finish a degree with an injection of funds at the right time, Hester was inspired to make a philanthropic donation in her lifetime.

“It occurred to me that even a small amount of money could make a big difference in helping someone across the line,” Hester is hopeful that the grant will have a positive long-term impact.

“I hope it helps give life to new ideas with the potential to make a difference and creates a research opportunity that might lead to bigger and better things for the recipients.”

As someone who has witnessed the benefits of making a gift to a university, Hester is an advocate for the positive impact that philanthropy can have in higher education.

“The joy of ANU is that the spectrum of opportunity for philanthropy is vast — you are bound to find a niche that reflects your interests. And philanthropy enables the institution to do things that otherwise it may not be able to do, be it investing in a line of research or creating opportunities for scholars. It’s about expanding the universe”, says the astronomer’s daughter.

NCIS is the nation’s leading academic centre for interdisciplinary research in Indigenous Studies. Partnerships and philanthropic funding support NCIS to further its influence and grow its ambitious agenda.

“Even a small amount of money could make a big difference in helping someone across the line.”
Honouring the legacy of Bhavita Patel

Bhavita Patel was an alumna of the ANU College of Business and Economics (CBE) and a treasured Deloitte employee. After Bhavita died in 2017, her family and colleagues wanted to honour her memory by establishing a scholarship.

The Deloitte Foundation, together with Bhavita’s family, decided to establish a scholarship at CBE to improve access to tertiary education for students who may not otherwise be able to attend ANU, as well as recognise and reward academic excellence.

In a further fitting tribute to Bhavita’s wonderful personal qualities, the scholarship prioritises students with an authentic and deep commitment to community.

Letter from Bhavita’s family

We, the parents and brother of Bhavita, feel so very touched by Deloitte and ANU joining forces to create a scholarship in her name to honour her. Bhavita will forever be in our hearts. We miss her terribly and not a day goes by without her presence in our thoughts. But with this scholarship, she will forever have an enduring presence in the hearts and minds of the Deloitte team and the recipients of the award.

It is a great joy for us that the scholarship fund has reached a level to allow it to be awarded to the first recipient, Ms Melora Stokes. We wish Melora the very best in her life and in her journey - not only to academic success, but also to achieving inner peace, tranquillity and to fulfil her desires to be always helpful and available to others.

She has our best wishes and blessing for her future. Bhavita’s Dad, Mum and Brother

“As a rural student who is required to move from home to further my education at the Australian National University, the scholarship will ensure a smooth transition as I begin my studies and it will be reassurance for my family.”

Inaugural Bhavita Patel Scholarship recipient, Melora Stokes

Gifts to the Bhavita Patel Undergraduate scholarship will support the establishment of a perpetual endowment so that the scholarship can continue to be awarded in Bhavita’s name.
Creating a better future through scholarships

Our donors are creating a better future for all of us through their generous support of scholarships. Ensuring that more women achieve success in STEM, supporting Indigenous students achieve their best and helping all talented students access a world-class education regardless of their background are just some of the many wonderful societal benefits created by our donors.

Scholarships change lives and improve society. They also reward academic excellence and create a better learning environment for all students. Students who benefit from scholarships are also much more likely to contribute themselves once they have the means to do so.

Philanthropic generosity today continues to benefit individuals and society for generations to come.

Spotlight on scholarships

The Jesse Chang Scholarship supports disadvantaged Chinese students, preferably from rural areas of China, to study at ANU for three years. It was established by Jesse Chang who came to Australia at age 12 for his schooling, and graduated from ANU with an economics degree in 1977 and a law degree in 1980.

“I foresee the emergence of many talented Chinese ANU graduates from different backgrounds which will add to the warm relationship between Australia and China. Without question, the scholarship recipients will experience the same Australian warmth and inclusion as I did.”

Jesse Chang, Jesse Chang Scholarship Donor

The Ken Wanganeen Scholarship supports Indigenous students at ANU to achieve their best. The scholarship offers recipients both financial support and recognition of their achievements.

“I am so thankful for receiving the Ken Wanganeen Scholarship! This scholarship recognises the hard work that I have done during my studies and assists me in becoming an emerging leader for my local community and as an Indigenous person who aims to improve my fellow Indigenous peoples’ experiences.”

Kylie Beutel, 2017 Ken Wanganeen Scholarship Recipient

The Thrive Scholarship recognises that all students have the right to thrive, regardless of their background. It also prioritises students who are making a positive difference to society and cultivates a tradition of support through mentoring.

“Education is the best investment you can make to create a better world”

Arun Abey, Thrive Scholarship Donor

The Natasha Linard Scholarship for Women in Engineering and Technology supports female students in their final year of undergraduate studies at the ANU College of Engineering and Computer Science to build technology, business and community leadership skills, and develop a mentoring relationship with prominent professionals in the private and public sectors.

“I hope to apply my engineering degree towards tackling some of the big issues of the future, particularly in creating sustainable solutions for growing cities and populations.”

Emily Rose Rees, 2017 Natasha Linard Scholarship recipient

Our donors are creating a better future for all of us through their generous support of scholarships.
Charting the journey of a rare gift to ANU

In 2017, Emeritus Professor Clive Kessler donated seven maps from his extensive collection of rare Southeast Asian maps to the College of Asia and the Pacific at ANU. They include a 17th century map of Southeast Asia by the Venetian master cartographer, Vincenzo Coronelli. He has also generously donated his entire personal collection of 70 maps as a bequest to ANU.

A rare gift to ANU

Clive's journey to becoming a map collector began when he was a young boy at Double Bay Public School in the 1950s. He would gaze out his classroom window at the seaplanes landing and taking off from Rose Bay, sparking a lifelong fascination for travel and other cultures.

“I can remember when my father used to come home from bookshops with old voyage of discovery books that would absolutely fascinate me.”

It was also his parents who gave Clive his first map and awakened a passion for cartography which has lasted over three decades.

“When I finally completed my academic work in New York and defended my thesis in London, my parents bought me a little map of early 19th Century Southeast Asia by Lapie.”

Clive says that his collection grew based on happenstance and personal interest, charting an emotional rather than a systematic interest.

His decision to donate to ANU came about because of two significant women in his life with strong connections to ANU: ANU Emeritus Professor Virginia Hooker and his deceased sister, Naomi Kronenberg, who worked at ANU for many years after arriving in Canberra in the 1960s.

Clive says that he is grateful for Professor Hooker’s professional support after she arranged for him to spend some sabbatical leave at ANU and that, through visits to his sister, ANU came to feel like his neighbourhood university.

“I now have a personal connection to ANU through these maps.”

In her introduction about Clive in Malaysia: Islam, Society and Politics Clive’s sister Naomi wrote:

“In the maps’ blend of words and images, their figurative rather than direct representation of topography, as well as in what they tell us about people’s attempts to know the world and their place in it, Clive has found a distillation of many of his own passions.”

The many maps that adorn the walls of Clive’s Sydney apartment continue to enchant him.

“I still get pleasure from my maps at home. Sometimes I’ll climb up on a stepladder with a magnifying glass to study a detail on the map.”

Clive’s donated maps, which are currently on display in the Coombs extension building at ANU, provide a further positive association between Clive and the University:

“It is my pleasure to know that the maps will live happily ever after here at ANU. You know you’ve done the right thing when it just feels good. It feels good to know that other people will get pleasure and learn from them.”

Clive Kessler is Emeritus Professor of sociology and anthropology at the University of NSW. He has been researching and writing about the politics of resurgent and militant Islam, in Southeast Asia and globally, for half a century. He has also held academic positions at the London School of Economics, the University of London and Columbia University.
On behalf of the Board of Governors of the Endowment, thank you to all our wonderful donors for your support of ANU students, researchers and staff in 2017.

Your support is integral to ANU maintaining its excellence and continuing its important roles in advancing our nation, leading in our region and transforming our world.

Philanthropic support means our community is more inclusive, keeps aspiring to new heights and achieves results that lead to a better future for all.

As 2017 has been my last year as President of the Board, I would also especially like to acknowledge my fellow Board members, and the members of the Boards of the University’s foundations established under the Endowment. The commitment that all of you show in your voluntary support of philanthropy at ANU has made my time as President an absolute pleasure. The dedication and heart that you bring to this work means that our donors can be assured that their interests and intentions will be fully respected.

A highlight of 2017 was the Endowment Review Project, which involved scouring the archives for originating documents, reviewing financial data and creating case studies for each fund. Aside from automating and streamlining governance and improving financial management, this project has resulted in an improved understanding of philanthropy within the University. We now have far better insight into the reasons behind donations and the connections between donors and the University, which are also reflected in this report.

I hope that you enjoy reading about “The Impact of Giving” as much as I have. Learning about the personal reasons that motivate our donors and the lasting positive impact that their generosity has on each and every member of our ANU community is a wonderful validation of why philanthropy matters.

Dr Vince FitzGerald AO
President, Board of Governors
Endowment for Excellence
ANU School of Music Foundation Endowment

2017 Quartet-in-residence

Support from the Foundation meant that The Tinalley String Quartet provided a significant contribution to the ANU School of Music visiting program. Tinalley joined the School for its annual Gala Concert and worked with students, faculty and alumni in rehearsals, workshops and masterclasses leading up to the concert. This was an excellent opportunity for students to work closely with a world-renowned chamber group in areas including performance, arrangement and broad compositional discussion.

Student engagement – workshops and recital

Australia’s leading a cappella vocal quartet and ARIA-award winners, The Idea of North, provided engaging workshops and masterclasses for students, culminating in a successful concert as part of the Jazz Gala. The vocal students in particular were exposed to a range of techniques and stylistic approaches that, while challenging, revealed new possibilities. The events also demonstrated to students the varied pathways that actively engaged performers have taken and how they have evolved successful music industry vocations.

Chamber orchestra players

Adjunct players from professional orchestras and ensembles were engaged to enhance the School of Music Ensembles throughout 2017. This provided valuable opportunities for students to work with an impressive group of professional musicians. Players from the Canberra Symphony Orchestra and other professional ensembles joined School of Music students, faculty members and the Tinalley String Quartet for the successful Gala Concert.

Visiting artists program

Fourteen professional musicians joined students throughout the year to assist with skill development in both classical and jazz/contemporary genres. Many visiting artists are alumni of the School of Music and recognise the value of this program. Working closely with students, these musicians provide highly relevant teaching across the performance cohort and nurture the value of excellence.

Herbert and Valmae Freilich Foundation

The Herbert and Valmae Freilich Foundation has supported research into the causes, histories and effects of ethnic, cultural, religious and sexual bigotry and animosity for almost 20 years. In 2017, the Foundation farewelled long-term convenor Dr Renata Grossi and appointed Dr Melissa Lovell. Dr Lovell is a political scientist with over 15 years research experience in community, political advocacy and higher education. Her research on Australian Indigenous-Settler relations will contribute to the goals of the Foundation.

The Freilich Foundation hosted three public events to communicate the insights of academic research into bigotry to facilitate Australian public debate and inform public policy development:

- The Freilich Lecture, Tolerance from Below: Unsettling the Sovereign Subject, by Professor David Simpson, a Distinguished Professor of English at UC Davis.
- Panel Discussion, Dealing with Diversity: Respect or Tolerance, with Dr Tim Soutphommasane, Race Discrimination Commissioner at the A-IRC, Professor Kim Rubenstein from ANU and Dr Peter Balint from UNSW ADF
- The Alice Tay Lecture in Law & Human Rights by Associate Professor Ashri Wood, who is currently the most senior ATS identifying academic at ANU and a prominent scholar of Australian constitutional law.

The Freilich Foundation also provided financial support to three researchers through the Early Career Research Small Grant Scheme:

Dr Joel Anderson from the Australian Catholic University for An exploration of differential prosocial and antisocial effects of exposure to religion on attitudes towards gay men and lesbian women, and support for marriage equality.

Ms Justine Chambers from ANU for Understanding Buddhist Nationalism and Anti-Muslim Sentiment in Postconflict Karen State.

Ms Mareike Riedel from ANU for Regulating Ambivalence. Encounters between Jews and State Law.

The Freilich Foundation welcomes approaches from individuals or organisations interested in collaborating on future events and projects on the themes of bigotry and social inclusion.

Tuckwell Scholarship Foundation

The Tuckwell Scholarship Foundation was created to steward the gift of Graham and Louise Tuckwell in its execution of the Tuckwell Scholarships.

In 2017, ANU welcomed its fourth group of Tuckwell Scholarship recipients to the University, bringing the number of scholars on campus to 91.

The year also brought about the program’s first Alumna, Catherine Perry, who worked throughout the year in designing the framework for the Tuckwell Alumni Network, launched at the beginning of 2018 for Scholars graduating and leaving ANU.

In 2017, the internal space of Scholars House was expanded to include a new quiet study area. This new space has been popular with scholars, adding significantly to the amenity of the building by allowing for a clearer separation of study and social spaces.

At the end of 2017, Deputy Vice-Chancellor Professor Marnie Hughes-Warrington stepped down from the role of Chair of the Tuckwell Scholarship Selection Panel after completing a five-year term. From 2018, this important position will be assumed by Professor Rae Frances, Dean of the College of Arts and Social Sciences.

ANU Visual Arts Foundation

The ANU Visual Arts Foundation (VAF) supports the ANU School of Art, scholarships for visual arts students, Drill Hall Gallery exhibitions and activities, and the ANU Art Collection.

In 2017, the School of Art celebrated the Ruby Anniversary of the School’s Workshop based program and changed its name to the School of Art & Design. The School hosted an event to highlight the exhibition, The Rubies. The exhibition featured work by 15 artist graduates who have received Emerging Artist Support Scheme Prizes sponsored by School of Art Patrons over the 26 years since the Scheme was established. VAF funds assisted with the cost of the exhibition and events, together with the management of the School’s extensive anniversary program of 27 Visiting Artists across all disciplines.

The Drill Hall Gallery welcomed the completion of the University funded major refurbishment of the Gallery’s air conditioning and climate control to international standard. As part of the refurbishment, the most famous treasure in the ANU Art Collection, Sidney Nolan’s iconic painting Riverbend, was professionally installed in the Gallery. It is now the major focus for the ANU Art Collection permanent display.

VAF funds assisted the Drill Hall Gallery to commission a state-of-the-art Public Address system, providing clear audio to the three separate gallery zones. The facility also includes a hearing augmentation system to assist visitors who have hearing difficulties. The new Public Address system has made the Gallery more accessible, helping to achieve the Gallery’s outreach goals and generate a University culture of events around the exhibition program.

The ANU Visual Arts Foundation Scholarship recipient in 2017 was Ms Georgia Niederer who enrolled in a double degree: B Sci (Physics)/BVA (Sculpture).
Sir Roland Wilson Foundation

The Sir Roland Wilson Foundation advances the study and development of public policy in Australia, its regions and the rest of the world.

The Foundation’s APS scholarship program, which began in 2011 in partnership with the Commonwealth Government, is one of its core activities. The program brings together high-performing public servants and some of the best academics at ANU to tackle issues of national significance and enduring interest. Many program alumni are expected to become the next generation of leaders in the Australian Public Service and will bring to their roles an intellectual rigor and appreciation for the place of rigorous research in policy development. They will also help strengthen the ties between policy makers and academic researchers.

The Foundation has an active program of events to help inform policy debates and decisions by partnering with other areas of ANU in providing expertise, evidence and opportunities for discussion through relevant and engaging formats. The second, and equally important, purpose is to give scholars and graduates exposure to world-leading experts on a variety of topics to provide them with breadth of knowledge and worldviews to supplement the depth of the PhD experience.

Edith and Joy London Foundation

In 2017 there were renewed efforts to rebuild the Edith and Joy London Foundation, culminating in the first meeting of the new Board of Directors in May 2018. The result is a broader spread of skills and talents in the Foundation Board, and a commitment to seeing the Kioloa Coastal Campus offer significant research opportunities to ANU academic programs and an attractive off-campus conference facility.

The inaugural Future Shapers Forum was held in 2017, which continues the leadership development of graduates by connecting them to the next cohort of Australia’s leaders from business and social enterprise, policy, research, advocacy, and the media. The success of the Forum has meant that this will now be an annual event.

In 2017 the Foundation Board agreed to establish a new Indigenous postgraduate scholarship for APS staff to study at either ANU or Charles Darwin University which will commence in 2019. The Foundation is also consulting on plans to establish an international PhD scholarship that would provide high potential national public sector employees from the Asia Pacific region with tailored talent and network development experience to supplement their PhD studies. This would develop deeper understanding and links between these students and our scholars, graduates and APS agencies.
The ANU Springbank Circle was formed in 2015 to recognise individuals who have left a gift to ANU in their will. Springbank Circle members are part of a special community that is critical to the future aspirations of ANU. Bequests have an enduring impact on learning and discovery and provide acknowledgment and inspiration to students, researchers and academics. Members enjoy unprecedented access to the university and unique experiences through events, regular updates on research advancements and invitations to ANU milestone celebrations. The ANU Springbank Circle is vital to the philanthropic vision that supports the future of research, education and discovery at ANU.

Bequests
Including the University in your Will is a way of providing enduring support for the University beyond your lifetime. If you have included the University in your Will, or are thinking about doing so, please let us know. We would like to ensure that your bequest has the impact you intend, and to acknowledge your support during your lifetime.

For further information, please contact
Sarah McCarthy
Planned Giving Officer
Sarah.McCarthy@anu.edu.au
+61 2 6125 5185

The ANU Springbank Circle is vital to the philanthropic vision that supports the future of research, education and discovery at ANU.
Thank you for your support

A full honour roll of donors is available online and includes major benefactors to the University, donors who have supported ANU in 2017 and individuals who have realised a gift through their will. The 2017 list also includes donors who have supported ANU via the ANU Foundation USA and the named Foundations of the Endowment. Due to administrative requirements, donors supporting ANU through the ANU (UK) Foundation in 2016 are acknowledged in the 2017 Donor Honour Roll.

From everyone at ANU, we are so grateful for your generous and continued support.
The Australian National University
Postgraduate and Research Students’ Association
Incorporated

Constitution
(adopted 12/10/2017)

Part 1  Preliminary

1  Name
(1) The name of the Association is “The Australian National University Postgraduate and Research Students’ Association Incorporated”.

2  Definitions
In this Constitution—
(1) “AGM” means the Annual General Meeting of the Association;
(2) “ANU College” means a College established by the Council, including:
   (a) The ANU College of Arts and Social Sciences;
   (b) The ANU College of Asia and the Pacific;
   (c) The ANU College of Business and Economics;
   (d) The ANU College of Engineering and Computer Science;
   (e) The ANU College of Law;
   (f) The ANU College of Health and Medicine; and
   (g) The ANU College of Science.
3  Objects

The objects of the Association are—

(a) to promote the welfare and further the interests of Postgraduate Students; and

(b) to afford a recognised means of representation for Postgraduate Students both within and outside the University, and a recognised means of communication between Postgraduate Students and the University authorities.

Part 2  Membership

4  Membership

(1) There are three classes of membership: ordinary membership, associate membership and honorary life membership.

(2) Any person who—

(a) is a Postgraduate Student; and

(b) has not stated that she/he does not wish to be a member is an ordinary member of the Association.

(3) Any person who—

(a) has been an ordinary member of the Association for twelve (12) months or more;

(b) is not currently an ordinary member;

(c) has not been awarded the degree for, or failed, that postgraduate course in which she/he was enrolled; and

(d) has not stated that she/he does not wish to be a member is an associate member of the Association.

(4) Honorary life membership of the Association may be conferred upon any person by a meeting of the PRC.

(5) Associate members and honorary life members shall not vote at any meeting or election of the Association, shall not constitute a quorum, and shall not be eligible for election to the PRC, but shall otherwise have rights equal to ordinary members.

(6) An ordinary or associate member ceases to be a member of the Association at such time as she/he ceases to fulfil the conditions in sub-sections 4(2) or 4(3) respectively. An honorary life member ceases to be a member if her/his membership is revoked by a meeting of the PRC.

(7) There shall be no fee payable for membership of the Association as an ordinary, associate or honorary life member.

Part 3  The PRC

5  Powers of the PRC

(1) The PRC, subject to the Act, the regulation, this Constitution, and to any resolution passed by the association in general meeting—

(a) controls and manages the affairs of the association; and

(b) may exercise all functions that may be exercised by the association other than those functions that are required by these rules to be exercised by the association in general meeting; and

(c) has power to perform all acts and do all things that appear to the committee to be necessary or desirable for the proper management of the affairs of the association.

(2) The PRC is the Committee of the Association for the purposes of the Associations Incorporation Act 1991 (A.C.T.)
6 Composition and membership of the PRC

(1) The PRC consists of three types of member—
   (a) the Officers of the Association; and
   (b) College Representatives; and
   (c) General Representatives

   each of whom must be elected or appointed under the Election Regulations made under Section 8 of this
Constitution, or under Section 13 of this Constitution.

(2) The Officers of the Association are—

   (a) the President; and
   (b) the Vice-President; and
   (c) the General Secretary; and
   (d) the Treasurer; and
   (e) the Equity Officer; and
   (f) the Indigenous Australian Officer; and
   (g) the International Student Officer; and
   (h) the Social Officer; and
   (i) the Environmental Officer; and
   (j) the Communications Officer; and
   (k) the Education Officer;
   (l) the Women’s Officer; and
   (m) the Higher Degree by Research (HDR) Officer.

(3) For each ANU College, there are two (2) College Representatives.

(4) Five (5) General Representatives are representative of the general student body at large.

(5) Each member of the PRC takes office:

   (a) in the case of a member elected in an annual general election, on the expiry of six weeks from the
   declaration of the results of that election; and
   (b) in the case of a member elected to fill a casual vacancy, immediately on the declaration of results
   of that election; and
   (c) in the case of a member appointed to fill a casual vacancy, immediately on appointment.

(6) A member of the PRC holds office until the expiry of six weeks from the declaration of the results of the next
annual general election.

(7) A member of the PRC may stand for re-election to any position on the PRC, subject to the provisions of the
Election Regulations.

(8) The Executive of Association consists of the President, Vice-President, General Secretary, Treasurer and such
of the Officers appointed from time to time by the President to serve on the Executive.

(9) The Executive is a committee of the PRC and reports to the PRC.

(10) If a vacancy arises in the membership of the Executive, the PRC must follow the procedure in Section 13
of this Constitution.

7 Roles, duties, and responsibilities of PRC members and committees

(1) The PRC may, subject to this Constitution, provide instructions, directions, or guidance to any member of the PRC
or any committee of the PRC with respect to any aspect of the roles, duties, or responsibilities of the member or
committee.

(2) The President is the chief executive officer of the Association.
(3) Subject to this Constitution and subject to specific direction given to the President by the PRC or by a general meeting (including an AGM), the President shall, in consultation with other members of the PRC—
(a) carry out the Association’s business, including the conduct of all correspondence on behalf of the association;
(b) take such actions as are necessary to give effect to the objects of the Association;
(c) report on the Association’s business to the AGM; and
(d) delegate such responsibilities as she/he sees fit to delegate to any other member of the PRC.

(4) The Treasurer must—
(a) collect and receive all amounts owing to the association and make all payments authorised by the association; and
(b) keep correct accounts and books showing the financial affairs of the association with full details of all receipts and expenditure connected with the activities of the association;
(c) Carry out any other roles and duties assigned by this Constitution or by the PRC.

(5) No public or official statement may be made on behalf of the Association except—
(a) by the President; or
(b) by the authority of the President; or
(c) by the authority of the PRC.

8 Election of the PRC and Postgraduate student member of the ANU Council

(1) An annual general election must be held to elect the PRC in accordance with the Election Regulations.
(2) All members of the PRC shall be directly elected by the ordinary members of the Association.
(3) An election of a postgraduate student member of the Council must be conducted concurrently with the PRC election. The election shall be conducted in accordance with any relevant Statute or Rule of the University and under the same Election Regulations as specified in subsection (1).
(4) Elections must be conducted by a Returning Officer appointed in accordance with the Electoral Regulations.

9 Removal of Executives or Members of the PRC

There are two ways in which disciplinary matters and disputes involving a PRC member may be resolved—

(1) A PRC member may be removed from office by the members of the Association as set out in Section 10 of this Constitution.
(2) A PRC member may be disciplined as set out in Sections 11 and 12 of this Constitution.

10 Removal of PRC Member Not Enjoying the Continued Support of the Membership

(1) The Association in general meeting may by resolution of no confidence carried in accordance with this clause by a 75% majority of those present and voting, remove any member or members of the PRC from office before the end of their term of office.
(2) A resolution of the Association under subsection (1) is of no effect unless:
(a) the motion names the member or members of the PRC subject of the motion.
(b) the motion is signed by at least 100 members of the Association (including 5 members of the PRC);
(c) notice of the general meeting is provided in accordance with the requirements of this Constitution to members of the Association, and to the officers affected by the proposed resolution;
(d) the officers affected by the proposed resolution are provided with an adequate opportunity to speak against the motion and to participate in debate concerning it; and
(c) no less than 20 ordinary members of the Association are present when the motion is voted on, in accordance with Part 4.
(3) Subject to subsection (4), a motion of no confidence must state the grounds for lack of confidence in the member or members of the PRC named in the motion.
(4) A motion of no confidence and debate on it, must not raise allegations of misconduct or conduct prejudicial to the Association, which should be dealt with in accordance with section 11 of this Constitution.
On a successful resolution of no confidence, the affected members of the PRC are deemed to no longer enjoy the continued support of the Association’s membership and the affected positions are vacant.

(6) If all positions on the executive are vacant as a result of a successful resolution of no confidence, the general meeting must appoint a caretaker committee of three members of the PRC who shall exercise caretaker powers of the executive on behalf of the Association, pending the filling of the vacancies in accordance with this Constitution.

(7) Only business contemplated by this clause, may be carried out at a general meeting called to consider a motion of no confidence.

(8) Throughout this process, the Association must comply with the rules of natural justice, at least to the extent required by Section 50 of the Associations Incorporation Act 1991.

Explanation: Section 50 of the Associations Incorporation Act 1991, which is available online, provides that the rules of natural justice must be complied with in any process of this kind.

11 Discipline of Members of the PRC

(1) For the purposes of this clause misconduct means—

(a) wilful conduct contrary to a provision of this Constitution, or a regulation or policy of the Association; or
(b) wilful conduct prejudicial to the reputation or interests of the Association.

(2) If a member of the Association believes that a member of the PRC has engaged in misconduct as defined in this clause, the member may write to the Administrator setting out the alleged basis of the misconduct and providing any evidence supporting the allegations.

(3) The Administrator must refer the allegations to the Disputes Committee established under section 34.

(4) The Disputes Committee must, as soon as practicable, serve a written notice on the member—

(a) setting out the allegations raised against the member in sufficient detail for the member to be able to respond to the allegations; and
(b) stating that the member may address the Disputes Committee at a meeting to be held not earlier than 14 days and not later than 28 days after service of the notice; and
(c) stating the date, place and time of that meeting; and
(d) informing the member that the member may do either or both of the following:
   (i) attend and speak at that meeting;
   (ii) submit to the Disputes Committee at or before the date of that meeting written representations relating to the allegations.

(5) At a meeting of the Disputes Committee mentioned in subsection (4), the committee must—

(a) give to the member mentioned in subsection (4) an opportunity to make oral representations; and
(b) give due consideration to any written representations submitted to the PRC by that member at or before the meeting; and
(c) decide whether a claim of misconduct is made out against the member.

(6) The Disputes Committee must comply with subsection 34(4) of this Constitution. Note: Section 34(4) requires that the Disputes Committee comply with the rules of natural justice.

(7) If after careful enquiry in accordance with this section, the Disputes Committee concludes that the member has engaged in misconduct the Committee must, in writing, inform the member and the PRC of its decision, setting out the Committee’s findings, reasons and decisions and may —

(a) remove the member from the PRC; or
(b) suspend the member from the PRC for a specified period; or
(c) withhold a payment amount of not more than $500 from the PRC member from an amount they are otherwise entitled to receive from the Association as stipend or honoraria; or
(d) issue the PRC member with a formal letter reprimanding the PRC member; or
(e) any combination of the above.
(8) If the Disputes Committee does not make a finding of misconduct, it must inform the member in writing that no finding of misconduct has been made and that the enquiry will be closed.

(9) If the Disputes Committee reasonably believes the allegations it has received credibly disclose possible criminal conduct, the Disputes Committee must refer the allegations to the police, and may also proceed in accordance with this section.

(10) Other than for the proper performance of its functions, the Disputes Committee shall treat allegations referred to it, as confidential.

(11) Other than a decision removing or suspending a member, which takes effect immediately, a decision of the Disputes Committee under subsection (7) does not take effect—

(a) until the end of the period within which the member is entitled to appeal against the resolution if the member does not exercise the right of appeal within that period; or

(b) if within that period the member exercises the right of appeal—unless and until the Association holds a meeting in accordance with section 12 (4) to consider the member’s appeal.

12 Right of appeal of disciplined PRC member

(1) A member may appeal to the Association in general meeting against a decision of the Disputes Committee under section 11(7), within 7 days after notice of the resolution is served on the member, by lodging with the Administrator a notice to that effect.

(2) On receipt of a notice under subsection (1), the Administrator must notify the PRC which must call a general meeting of the Association to be held within 21 days after the date when the Administrator received the notice or as soon as possible after that date.

(3) Subject to Section 50 of the Associations Incorporation Act 1991, at a general meeting of the Association called under subsection (2)—

(a) no business other than the question of the appeal may be transacted; and

(b) the PRC, a representative of the Disputes Committee and the member must be given the opportunity to make representations in relation to the appeal orally or in writing, or both; and

(c) the members present must vote by secret ballot on the question of whether the decision of the Disputes Committee made under section 11(7) should be revoked.

Explanation: Section 50 of the Associations Incorporation Act 1991, which is available online, provides that the rules of natural justice must be complied with in any process of this kind.

(4) Unless the meeting passes a special resolution in favour of revoking a decision of the Disputes Committee made under section 11(7), that decision is confirmed.

13 Vacancies

(1) For this Constitution, a vacancy in the office of a member of the PRC happens if the PRC member—

(a) dies; or

(b) resigns the office; or

(c) ceases to be an ordinary member of the Association; or

(d) is removed from the PRC by either of the processes identified in Section 9 of this Constitution; or

(e) is absent without the consent of the PRC from three consecutive meetings of the PRC.

(2) If a vacancy arises under Section 13(1) the PRC must as soon as practicable either—

(a) fill the vacancy by an election held in accordance with the Election Regulations; or

(b) fill the vacancy by decision of the PRC to appoint a named individual to the vacancy.

(3) Pending the filling of a vacancy under subsection (2), the most senior serving member of the Executive may carry out or delegate the functions of the vacant office, other than any power to vote connected with that office.

(4) If a member of the PRC is appointed under Section 13(2)(b) to fill a vacancy in another position on the PRC, that appointment creates a vacancy, if the person was previously a General Representative, in the position of
General Representative, if the person was previously a College Representative, in the position of College Representative, and if the person previously held a position as an officer in the PRC, that position.

(5) The postgraduate student member of the Council holds office subject only to the provisions of the Australian National University Act and any relevant Statute or Rule of the University.

(6) A vacancy in the office of postgraduate student member of the Council, shall be filled in accordance with the Australian National University Act, any relevant Statute or Rule of the University, and as provided for in the Election Regulations specified in subsection 8 (3).

14 Operation of the PRC

(1) The PRC shall meet no less frequently than six (6) times a year. The first meeting of the PRC shall be held not more than two (2) weeks after the declaration by the Returning Officer of the results of the annual general election electing the PRC. Subsequent meetings shall be convened by the Administrator, at the direction of the President or of the PRC.

(2) Each member of the PRC shall be given seven (7) days' notice in writing of the time, place and agenda of the next PRC meeting, except that the President or, in her/his absence, a Vice-President may call an emergency PRC meeting with one (1) days' notice. Any resolutions adopted by the PRC at an emergency meeting shall be considered at the next ordinary meeting of the PRC.

(3) Any representative on the PRC may ask for item(s) to be included on the agenda.

(4) Meetings of the PRC shall be open to all members of the Association, and all members of the Association shall have the right to speak to any motion or item of business.

(5) At every meeting of the PRC, quorum shall be constituted by at least two of the President, Vice-President, General Secretary and Treasurer and at least half of the total elected members of the PRC.

(6) At meetings of the PRC, the chairperson shall be the President, or the Vice President in the absence of the President. If neither the President nor the Vice President is present, the President’s nominee shall be the chairperson.

(7) Any decision of the PRC shall be by a majority vote of PRC members present. In the event of a tie, the chairperson shall have a casting as well as a deliberative vote.

15 Pecuniary interest and membership eligibility

(1) Where—

(a) a member of the PRC has a direct or indirect pecuniary interest in a contract or other arrangement which has been made, or is proposed to be made, with the Association; and

(b) that member of the PRC is present at a meeting of the PRC at which that contract or other arrangement is considered;

that representative shall disclose the nature of the pecuniary interest to the meeting, and may participate in the discussion, but may not vote on the matter.

(2) A disclosure of pecuniary interest made under Section 15(1) shall be recorded in the minutes of the meeting.

(3) During the period that any member of the PRC holds office, the Administrator is entitled to seek and obtain information from the University concerning the person's enrolment status as a postgraduate or research student.

(4) If the Administrator is satisfied that a particular person is ineligible to be, or to continue to be, a member of the PRC, the Administrator must so inform the President and the chairperson of any meeting of the Association at which that person attends.

16 Regulations and standing orders

(1) Subject to this Constitution, the PRC may make such regulations or standing orders as it sees fit to assist the convenient conduct of the Association's business. These regulations or standing orders may include, but are not necessarily limited to— standing orders to govern the conduct of any meeting of the Association or its members;

(a) methods by which meetings of the PRC or of the Association are to be advertised; and
Part 4  General meetings

17  General meetings: calling of, procedure, and quorum

(1) A general meeting of the Association shall be called by the Administrator at the direction of the President, or at the direction of the PRC, or upon receipt of a written request signed by at least twenty (20) ordinary members of the Association. There shall be no limit to the number of general meetings held each year provided general meetings are called in accordance with this clause.

(2) A general meeting shall only be held between ANU Orientation Week (usually mid-February) and the publication of examination results (usually late November).

(3) Except where the nature of the business proposed to be dealt with at a general meeting requires a special resolution of the Association, notice of the time, place and provisional agenda of a general meeting shall be given by advertisement to members at least seven (7) days prior to the meeting.

(4) Advertisement shall be effected by—

(a) the placement of a public notice in a newspaper of the Australian Capital Territory; and

(b) the placement of a notice in an official newspaper, website, or similar publication that the University might produce; and

(c) such other means as the PRC may, from time to time, determine under section 16.

(5) Matters for inclusion on the agenda of a general meeting, other than those matters requiring a special resolution, may be submitted by any member and must be given to the Administrator at least one (1) day prior to the meeting. In any case there shall be an item on the agenda under which any other business may be raised by those present at the meeting.

(6) The quorum at a general meeting shall be twenty (20) ordinary members except that where a quorum is not achieved, the meeting may be reconvened with a quorum of eleven (11) ordinary members, under the following conditions—

(a) that seven (7) days’ notice of the reconvened meeting be given by advertisement;

(b) that such a meeting be designated a reconvened general meeting; and

(c) that all items and only those items on the original agenda, except for the item ‘any other business’, shall constitute the agenda of the reconvened general meeting.

(7) The chairperson at a general or reconvened general meeting shall be the President or, in her/his absence, the Vice-President or, in their absence, a representative on the PRC appointed by the President.

(8) All business at a general or reconvened general meeting shall be carried out in accordance with any standing orders made by the PRC under section 16.

(9) Decisions at a general or reconvened general meeting shall be by a majority vote of ordinary members present. In the event of a tie, the chairperson shall have a casting vote as well as a deliberative vote. At the request of any five (5) ordinary members present at the general meeting, a secret ballot shall be held. Voting by proxy shall not be permitted at any general meeting of the Association.

18  Annual general meetings: calling of, procedure, and quorum

(1) The Annual General Meeting (AGM) of the Association shall be convened by the Administrator within five (5) months of the end of the financial year.

(2) The President’s Annual Report, the Treasurer’s Annual Report, Draft Budget and duly audited Annual Financial Statements and such other reports as the PRC determines shall be presented at the AGM and shall be made available for inspection by members at least fourteen (14) days before the AGM.
The AGM shall be conducted in accordance with the rules for general meetings as outlined in Section 17 of this Constitution, with the additional requirement that a notice of the AGM shall also be sent by email to every member of the Association for whom the Association has a University email address.

Part 5  Administration and finances

19  The Administrator

(1) The PRC shall appoint an Administrator.

(2) The Administrator may be a member of the Association.

(3) Notwithstanding any other provision of this Constitution, the Administrator shall not vote at any general meeting of the Association (including the AGM) or at any PRC meeting, and may not speak at any such meeting except by invitation of the chairperson or by direction of the meeting.

(4) The duties of the Administrator shall include—

(a) attending all general meetings (including AGMs) and PRC meetings, except where she/he has sought leave from the President, and taking minutes of these meetings, including a list of all members present; and

(b) such other duties required by this Constitution and as directed by the PRC or by the President.

(5) If the position of Administrator becomes vacant, or if the Administrator is unavailable to perform her/his duties—

(a) the President shall appoint one of the members of the PRC to act as Administrator pro tem; and

(b) The Administrator pro tem shall assume all the duties and responsibilities of the Administrator until a new Administrator is appointed, except that the Administrator pro tem shall not be subject to the restrictions placed upon the Administrator by Section 19(3) of this Constitution.

20  Public Officer

(1) The PRC shall appoint a person, normally the Administrator, to be the Public Officer of the Association.

(2) The Public Officer shall, fourteen (14) days after her/his appointment, notify the relevant authority in writing of the appointment and supply her/his full name and address.

(3) The Public Officer shall also supply any and all documents required by the relevant authority and shall perform any other duties as required by the relevant legislation.

(4) The office of Public Officer becomes vacant if the person holding that office—

(a) dies;

(b) becomes bankrupt, applies to take the benefits of a law for the relief of bankrupt or insolvent debtors or compounds with her/his creditors;

(c) becomes of unsound mind;

(d) resigns her/his office by writing to the President; (e) ceases to be resident in the ACT.

(5) If the office of Public Officer becomes vacant, the PRC shall within fourteen (14) days after it becomes vacant, appoint another person to fill the vacancy.

21  Auditor and audit

(1) An auditor shall be appointed by the PRC and shall audit the financial affairs of the Association and certify as to the correctness of the Annual Financial Statement and Balance Sheet.

(2) The auditor must not be a member of the Association.

(3) The Treasurer shall ensure that the audit is completed at least fourteen (14) days before the AGM.

22  Finances and funding
(1) The assets and income of the organisation shall be applied solely in furtherance of its above-mentioned objects and no portion shall be distributed directly or indirectly to the members of the organisation except as bona fide compensation for services rendered or expenses incurred on behalf of the organization.

(2) The Association derives its funds from the Student Associations Finance Committee of the Australian National University, from any external sponsorship which may be obtained, and any investments held.

(3) No member of the Association shall be personally liable to contribute towards the payment of the debts and liabilities of the Association or the costs, charges and any expenses of the dissolution or winding up of the Association.

23 Budget and Treasurer’s Report

(1) The Treasurer and President shall prepare a budget to be presented to the PRC for approval.

(2) The Treasurer shall prepare an Annual Report and Annual Financial Statement and Balance Sheet for audit and presentation to the AGM.

(3) In accordance with the Associations Incorporation Act 1991, the Administrator shall lodge the annual return of the Association within six (6) months of the end of each financial year.

24 Financial year

The financial year of the Association shall commence on the first day of January in each year.

25 Bank accounts, liabilities, and expenditures

(1) The Association shall maintain such bank accounts in its name as the Treasurer deems necessary.

(2) Withdrawal of moneys from any account shall be authorised by—
   (a) the signatures (including electronic approval) of any two (2) members of the Executive of the Association; or
   (b) the signatures (including electronic approval) of any member of the Executive of the Association and the Administrator.

(3) No person shall incur liabilities on behalf of the Association without consulting the Treasurer or the President. Should a situation arise where actions taken in good faith have caused expenditure to exceed a budget estimate, then this fact shall be reported to the next meeting of the PRC.

(4) Between the start of a financial year and approval of that year’s budget, the Treasurer shall authorise expenditure to continue the ordinary business of the Association or to meet any outstanding liability incurred by the Association.

26 Association’s books

(1) Subject to the provisions of the Associations Incorporation Act 1991, the Regulations made under that Act, and the provisions of this Constitution, the Administrator shall keep in her/his custody or under her/his control all records, books, and other documents relating to the Association.

(2) The records, books and other documents of the Association shall be open to inspection in the office of the Association at any reasonable hour.

27 Stipend and Honoraria Payments

(1) The PRC must adopt a Stipend and Honoraria Regulation to provide for reasonable bone fide compensation to student representatives for services rendered to the Association.

(2) This Section 27 does not create a right in any person to receive any payment, and any payment is subject to the availability and allocation of funding to the Association.

(3) The PRC must ensure that the Stipend and Honoraria Regulation is publicly available at all times on the PARSA website.

28 Freedom of information

(1) Upon receipt of a request in writing, the President shall supply to any member of the Association within fourteen (14) days copies of—
(a) this Constitution, as amended;
(b) any regulations or standing orders of the Association;
(c) the minutes of any general meeting (including an AGM) or the minutes of any PRC meeting;
(d) audited financial statements and Treasurer’s reports; and
(e) the current draft budget or approved budget.

(2) Upon receipt of a request in writing, the President shall within fourteen (14) days grant to any member of the Association access to documents or electronic records other than those referred to in Section 28(1) of this Constitution produced by the Association, its officers, employees or the PRC, except that the President may restrict access to protect the confidentiality of any document or records.

(3) Access to any document or record not produced by the Association, its officers, employees or the PRC but which has been submitted to or is held by the Association explicitly or implicitly in confidence, shall only be granted with the permission of the other parties to that document or record. All disputes concerning access shall be resolved by the PRC.

29 Common seal

(1) The common seal of the Association shall be kept by the Administrator.
(2) The common seal shall be affixed by authority of the PRC, and any two of the President, Vice-President, and Treasurer shall sign below the seal.

30 Interpretation

(1) The President shall be empowered to interpret this Constitution except that, at any meeting of the Association or of the PRC, the chairperson shall interpret the Constitution subject to the direction of the meeting.

31 Indemnity

(1) All members and employees of the Association shall be and are hereby indemnified by the Association against losses or expenses incurred by them in or about the discharge of their respective duties except against any liability that by law would otherwise attach to her/him in respect of any negligence, default, breach of duty, breach of trust or unlawful conduct of which she/he may be guilty in relation to the Association.

32 Dissolution or Winding-up

(1) A motion to dissolve or wind up the Association may be considered at any general meeting (including an AGM) in accordance with the rules for general meetings in section 17 except that

(a) at least 21 days’ notice of such a general meeting shall be given to members; and
(b) such notice shall be accompanied by a notice of intention to propose a motion to dissolve or wind up the Association.

(2) A motion to dissolve or wind up the Association must be passed by a majority of at least 75% of the votes of those ordinary members of the Association who, being entitled to vote, vote in person at the general meeting.

(3) In the event of the organisation being dissolved, the amount that remains after such dissolution and the satisfaction of all debts and liabilities shall be transferred to another organisation with similar purposes which is not carried on for the profit or gain of its individual members.

33 Alteration of the Constitution

(1) This Constitution may be amended by special resolution at any general meeting (including an AGM) in accordance with the rules for general meetings in sections 17 and 18 of this Constitution, except that

(a) at least twenty-one (21) days’ notice of the special resolution shall be given to members of the Association; and
a decision to amend the Constitution shall require the support of seventy-five per centum (75%), to the
nearest whole number, of ordinary members present and voting.
(2) Full notice of proposed amendments to the Constitution shall be given to members at the same time and in
the same way as notice of the general meeting at which the amendments are to be proposed.
(3) The Administrator shall ensure that, once passed at a general meeting, amendments to the Constitution are
submitted to the Council for ratification and thence to the relevant local authority.
(4) No amendment to the Constitution shall have any effect until ratified by the Council and, if necessary, by the
relevant local authority.

34 Disputes Committee

(1) There is to be a Disputes Committee, which must be established and operate under this Section 34.
(2) No sooner than 3 months and no later than 6 months after the election of the PRC, the PRC must appoint a
Disputes Committee.
(3) The Disputes Committee is established to determine any allegation of misconduct against a member of the
PRC.
(4) In exercising its functions, the Disputes Committee must comply with the principles of natural justice.

Explanation: Section 50 of the Associations Incorporation Act 1991, which is available online, provides that the
rules of natural justice must be complied with in any process of this kind.

(5) The Disputes Committee must consists of not less than 3 and not more than 5 individuals.
(6) In appointing the members of the Disputes Committee, the PRC must ensure that:
   (i) one member of the Disputes Committee is not a member of the Association at the time of the
   appointment;
   (ii) other than the member appointed under Section 34(6)(i), all other members of the Disputes
   Committee must be members of the Association at the time of the appointment; and
   (iii) no member of the Disputes Committee is a member of the PRC at the time of the appointment.

Explanation: the requirements in Section 34(6) are intended to bolster the independence of the Disputes
Committee. The appointment under Section 34(6)(i) might be, for example, an appointment of an ANU lecturer,
an undergraduate student, a lawyer, or a graduated past president of PARSA, or anyone else not a member of
PARSA at the time of their appointment.

(7) For the avoidance of doubt, no serving member of the PRC may serve on the Disputes Committee at any time.
(8) The Disputes Committee has the power to view any document in the possession of the Association relevant
to the performance of the Committee’s functions.
(9) The Disputes Committee must appoint one member of their Committee to act as chair.
(10) Decisions of the Disputes Committee must be by majority vote.
(11) In addition to their vote as a member of the Committee, the chair of the Committee has a casting vote in the
case of a tied vote on a motion before the Committee.
(12) A member of the Disputes Committee hold office until:
   (a) (in the case of a member of the Committee who was a member of the Association when appointed to the
   Committee under Section 34(6)(i)) the member is no longer a member of the Association;
   (b) (in the case of a member of the Committee who was not a member of the Association when appointed to
   the Committee under Section 34(6)(i)) the member becomes a member of the Association;
   (c) The member resigns, in writing, to the Administrator of the Association;
   (d) The member is removed by a resolution carried by a two-thirds majority of those present and voting at a
general meeting of the Association;
   (e) The member became a member of the PRC; or
   (f) A new Disputes Committee is appointed by the PRC in accordance with subsection 34(2)

35 Discipline of Member of the Association

(1) Except for those provisions of this Constitution relating to the disciplinary processes for members of the PRC
as members of the PRC, this Constitution makes no provision for the disciplining of members of the
Association.
36 Transitional Provisions

(1) This Constitution supersedes and revokes the previous constitution of the Association.
Constitution

Adopted: 22 June 2018
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PART I - PRELIMINARY

1. PRELIMINARY

Name
1.1 The name of the Association shall be "The Australian National University Postgraduate and Research Students’ Association Incorporated".

Legal Entity
1.2 Subject to the provisions of s.14 of the Act, enabling by licence a non-profit unincorporated entity to be incorporated as a body corporate, this Association is an Incorporated Association (a legal entity, separate and distinct from that of the individual members, distinguishing the liability of the Association from that of its members) under the Associations Incorporation Act 1991 (ACT).

Principal Purpose
1.3 "The Australian National University Postgraduate and Research Students’ Association Incorporated" is formed for the benefit of postgraduate and research students of the Australian National University for the promotion of the stated objects of the Association and through the coordination and sponsorship of services, events, facilities, ventures, and endeavours to achieve those stated objects.

Constitution
1.4 This Constitution applies to the Association “The Australian National University Postgraduate and Research Students’ Association Incorporated” and reference to particular clauses has a corresponding meaning and which may for the purposes of this document and the internal purposes of the Association be cited as the “governing rules” and reference to particular rules has a corresponding meaning and has the same meaning as “governing rules” pursuant to the ACNC Act 2012.

1.5 This Constitution shall comply with the subscribed matters specified in the relevant sections of the Associations Incorporation Act 1991 (ACT) [the Act] and such matters that may be prescribed by Australian Law. Any powers conferred under this Constitution must be exercised in such a way as to be consistent with the Act and any other applicable laws. Where a Board-made resolution, regulation, policy, procedure, protocol, or process is inconsistent with this Constitution or any applicable law, the resolution, regulation, policy, procedure, protocol, or process will be invalid to the extent of the inconsistency.

1.6 Unless the context indicates a contrary intention and except for the definitions and interpretations in rules 52.1 and 52.2 in this Constitution:

1.6.1 a reference to the Associations Incorporation Act 1991 (ACT) is to the Associations Incorporation Act 1991 (ACT) in force in relation to the
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Association after taking into account any waiver, modification or exemption which is in force either generally or in relation to the Association; and

1.6.2 a word, expression or phrase given a meaning in the Associations Incorporation Act 1991 (ACT) has the same meaning in this Constitution where it relates to the same matters as the matters for which it is defined in the Associations Incorporation Act 1991 (ACT), unless that word or phrase is otherwise defined in this Constitution. **Explanation: This means the words used in this Constitution shall, unless the contrary intention appears, have the same meaning as they have in the Law.**

1.7 The Constitution binds the Association and each member and contains covenants on the part of each member to observe all the provisions of the Constitution. **Explanation: Associations Incorporation Act 1991 s.48 – this means the Constitution has the effect of a ‘contract’.**

1.8 All members upon request may have a copy of this Constitution in either electronic ‘read-only’ format or ‘hard copy’. A cost recovery fee, determined by the Board, may be charged for a (non-electronic) ‘hard copy’ of this Constitution. The Constitution must be provided within 21 days of the request.

1.9 The Model Rules contained under section 16(c)(ii), 26(1)(b) or 33(1)(b) of the Act do not apply to the Association, except insofar as this Constitution may be silent on the matters referred to.

**Inadvertent omissions in, or ambiguity of, interpretation of the Constitution**

1.10 If some formality required by this Constitution is inadvertently omitted or is not carried out the omission does not invalidate anything, including any resolution, which but for the omission would have been valid unless it is proved to the satisfaction of the Board that the omission has directly and unfairly prejudiced any member financially.

1.11 If there is any matter relating to the Association on which this Constitution is silent or where any ambiguity, inconsistency, or contradiction exists in the interpretation of any meaning, this Constitution shall be interpreted according to the Associations Incorporation Act 1991 (ACT) and the ACT Associations Incorporation Regulation 1991 and its successors or otherwise by a determination of the Chair. The decision of the Chair has binding authority until such time as a subsequent Chair determines otherwise or the Members in General Meeting add to or amend the Constitution to clarify the omission, ambiguity, or meaning. A determination by the Chair according to this rule must be communicated at the next Board meeting of the Association.
Income and Property

1.12 The Association is a non-political, not-for-profit corporate entity.

1.13 The income, property, and assets of the Association, however derived, shall be applied solely towards the promotion, and in furtherance of the objects of the Association pursuant to rule 2.1 and, subject to rule 1.14, no portion shall be paid, distributed or transferred, directly or indirectly, by dividend or bonus, to any member of the Association except as bona fide compensation for services rendered or expenses incurred on behalf of the Association pursuant to rule 1.14 or as grants, vouchers, or other payments made pursuant to the objects of the Association.

1.14 Rule 1.13 does not prevent the payment in good faith to any person or organisation on the basis that the payment is:

1.14.1 remuneration in return for services actually provided to the Association;

1.14.2 consideration for goods supplied to the Association in the ordinary course of business;

1.14.3 interest at current bank overdraft rate on money lent;

1.14.4 a reasonable and proper sum by way of rent for premises let to the Association by the person or organisation;

1.14.5 reimbursement of monies for expenses incurred on behalf of the Association;

or prohibit payment, in good faith, approved by the Board on the basis that the payment is for:

1.14.6 out of pocket expenses, incurred by a Director in performing a duty as a Director of the Association.

1.14.7 a service rendered to the Association by a Director in a professional or technical capacity, where:

1.14.7.1 the provision of the service has the prior approval of the Directors; and

1.14.7.2 the amount payable is not more than an amount that commercially would be reasonable payment for the service.

1.15 Subject to this section, the Chair, Directors, President, and Officers may be paid an honorarium of a reasonable and proper amount in recognition of the work, service, time, and effort commitment made to perform a specific task, assignment, or commission on behalf of the Association under a board-
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delegated authority on reasonable terms and conditions as determined by the Board from time to time. Excluding the Chair, the amount of honoraria for Director duties can only be approved by a resolution of members at a General Meeting.

1.15.1 Any honorarium decided must be made in accordance with criteria established in regulations governing the determination of honorariums pursuant to the provisions and requirements at rule 48.

2. OBJECTS AND POWERS OF THE ASSOCIATION

Objects
2.1 The objects for which the Association is established are for the direct support of and to promote the welfare and further the interests of enrolled ANU postgraduate and research students both within and outside the ANU:

2.1.2 to achieve:

2.1.2.1 a mutually supportive ANU postgraduate and research student community;

2.1.2.2 effective policy and practices that support the diverse needs of ANU postgraduate and research students;

2.1.2.3 a well-informed ANU postgraduate and research student body regarding issues that may affect them in their university life;

2.1.2.4 improvements in the university life of ANU postgraduate and research students that enhance academic outcomes;

2.1.2.5 solutions to problems or disputes ANU postgraduate and research students may have within the context of their university life.

2.1.3 to afford a recognised means of representation for said ANU postgraduate and research students, and a recognised means of communication between ANU postgraduate and research students and the University authorities;

But at all times recognising that the Association may be constrained to pursue only some of those objects to exclusion of others from time to time or pursue some objects with differing priorities.
Powers

2.2 In addition to the powers conferred on the Association by the Act or Legislative Regulation, this Constitution and consistent with the assigned authorities in rule 15, the Association has all such powers as are necessary or convenient to carry out its objects and, in particular, shall have the following powers solely for and consistent with the purpose of carrying out and furthering the aforesaid objects and not otherwise to:

2.2.1 Employ, appoint, or engage and at its discretion remove, dismiss, or suspend any employees, officers, staff, servants, agents, contractors, tradespersons, or professional persons;

2.2.2 Determine wages, salaries, gratuities, or honoraria of appointees and employees;

2.2.3 Establish and support, or aid in the establishment and support of services, funds, trusts, schemes, and conveniences calculated to benefit employees or past employees of the Association and their dependants, and the granting of pensions, allowances, or other benefits to employees or past employees of the Association and their dependants, and the making of payments towards insurance or superannuation in relation to any of those purposes;

2.2.4 Print and publish by any technological means newsletters, periodicals, books, leaflets, or other documents;

2.2.5 Receive or make gifts, grants, devises, bequests, subscriptions, or donations from or to any person, fund, authority, or organisation and accept any gift whether subject to special trust or not and to act as trustee of money or other property vested in the Association on trust;

2.2.6 Take any measures from time to time as the Association may deem expedient or appropriate for the purpose of facilitating the raising of revenue and the procuring of contributions to the funds of the Association, whether through fundraising or other events or by way of donations, subscriptions, grants, or otherwise;

2.2.7 Draw, make, accept, endorse, discount and issue cheques, draft bills of exchange, promissory notes, and other negotiable instruments;

2.2.8 Borrow or raise money in such manner and on such terms as the Association may think fit;

2.2.9 Secure the repayment of money raised or borrowed or the payment of a debt or liability of the Association by giving mortgages, charges or securities upon or over all or any of the real or personal property of the Association;
2.2.10 Invest any monies of the Association not immediately required for any of its objects or purposes in any manner authorised by law;

2.2.11 Enter into contracts;

2.2.12 Establish and support, or aid in the establishment or support of, any other service formed;

2.2.13 Establish, maintain, and manage any building or works and arrange for the construction maintenance and alteration of buildings or works and expend money and do any other thing necessary, convenient or advisable in relation to any building or;

2.2.14 Purchase, take on lease or in exchange and the hiring or otherwise acquiring of any real or personal property that may be deemed necessary or convenient;

2.2.15 Buy, sell, and supply of and deal in, goods or services of any kind

2.2.16 To co-operate with any person or organisation;

2.2.17 Form a solely owned incorporated entity as a subsidiary entity;

2.2.18 Subscribe to, become a member of, form or participate in the formation of or enter into a partnership or joint venture, or co-operate with any other persons or bodies.

2.2.19 Establish and support, or aid in the establishment and support of such internal 'business' units of the Association that function as logical elements or segments of the Association representing a specific internal organisational function including but not limited to branches, divisions, departments, chapters, interest groups, panels or other practical or similar associated body or by whichever other name is deemed suitable;

2.2.20 Undertake exhibitions, seminars and consultative forums or similar;

2.2.21 prepare and make submissions or representations to Territory, State and Federal governmental departments and agencies.

2.2.22 Appoint an Auditor;

2.2.23 Appoint a Public Officer.

2.2.24 Do any other lawful act as may be necessary, incidental or conducive to the achievement of the aforesaid objects of the Association.
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Provided always that the Association shall not support with its funds any object, or endeavour to impose on or procure to be observed by its Members or others any regulation or condition which being an object of the Association would make it a trade union.
PART II – MEMBERSHIP

3. MEMBERSHIP – QUALIFICATIONS AND CATEGORIES

3.1 A person is qualified to be a member of the Association if they qualify in a membership category pursuant to rule 3.2 and, by using the benefits of membership, they agree to:

3.1.1 support the objects of the Association;

3.1.2 be bound by and to act in a manner consistent with the regulations of the Association and all the provisions of this Constitution;

3.1.3 not make public statements on behalf of the Association unless prior to making such statements the Board or the Board’s nominated delegate has approved the making of such statements.

Membership categories

3.2 The Association shall have the following membership categories:

3.2.1 An ordinary member of the Association is a person who:

3.2.1.1 is a postgraduate or research student at the ANU and,

   Explanation: noting that, subject to rule 3.1, all postgraduate and research students at the ANU are, by their University enrolment, automatically admitted as members of PARSA;

3.2.1.2 has not stated that the person does not wish to be a member pursuant to rule 7.

3.2.2 An honorary life member of the Association is a person who has been conferred honorary life membership by resolution of a joint meeting of the Board and the Postgraduate Representative Committee if, in the opinion of the joint meeting of the Board and the Postgraduate Representative Committee, such member has rendered meritorious service to, and contributed to the fulfilment of the objectives of the Association over an extended period and the person accepts the conferred membership and has not stated that they do not wish to be a member pursuant to rule 7;

3.2.3 Any other category the board may establish (and dissolve) from time to time as considered desirable or necessary to be included in the membership mix of the Association. The Board may establish or amend the eligibility criteria and the rights, privileges, and obligations for newly established category of membership in accordance with this Constitution.
3.3 A person may be denied membership, at the Board’s absolute discretion, by

3.3.1 resolution of the Board if the applicant does not have the legal capacity to enter into a contractual agreement;

3.3.2 resolution of not less than a ¾ (75%) majority of the total number of Directors of the Board if they deem that acceptance of the applicant as a member would or could be subject to the disciplinary provisions of rule 13, and if so, the procedures of rule 13 will apply.

4. MEMBERSHIP RIGHTS AND POWERS

4.1 In addition to those member rights and powers that are permitted by this Constitution to benefit or otherwise be performed by members of the Association:

4.1.1 All Members may attend the Association’s General Meetings.

4.1.2 All Members may enjoy reduced fees for PARSA product and service offerings as determined by the Board from time to time.

4.1.3 Ordinary Members, subject to this Constitution:

4.1.3.1 have full voting rights as Members of the Association;

4.1.3.2 have speaking rights at all the Association’s General Meetings;

4.1.3.3 may nominate persons to, or, subject to eligibility pursuant to rule 16.2, may themselves stand as candidates for election as a Director of the Association pursuant to rule 16.1.1 or as President pursuant to rule 16.1.2.

4.1.3.4 may nominate persons to, or themselves stand as candidates for election as, a Portfolio Officer of the Association pursuant to rule 27.1.1 or a College Officer pursuant to rule 27.1.2.

4.2 Membership of the Association does not confer on a member any right, title, or interest, whether legal or equitable, in the Association’s assets.

5. MEMBERSHIP - CESSATION OF

5.1 A member ceases to be a member of the Association if the member:

5.1.1 ceases to fulfil the conditions pursuant to rules 3.2.1 or 3.2.2 or 3.2.3 respectively; or
5.1.2 has that membership terminated pursuant to rule 13;

5.1.3 dies or becomes of unsound mind or a person whose property is liable to be dealt with under a protective jurisdiction law relating to mental health; or

5.1.4 ceases to satisfy any criteria for admission to membership of the Association which may be established from time to time.

5.2 A member shall continue to be liable for any unpaid monies due to the Association (if any) at the date of their cessation due by them to the Association.

6. **MEMBERSHIP - ENTITLEMENT NOT TRANSFERABLE**

6.1 A right, privilege, or obligation which a person has by reason of being a member of the Association

6.1.1 is not capable of being transferred or transmitted to another person unless otherwise permitted under this Constitution;

6.1.2 shall remain with that person; and

6.1.3 expires upon cessation of the membership.

7. **MEMBERSHIP - RESIGNATION OR REFUSAL OF**

7.1 A member of the Association is not entitled to resign or refuse that membership except pursuant to this Constitution.

7.2 A member of the Association may resign from membership of or refuse to be a member of the Association by first giving notice being not less than one month (or such shorter period as the Board may determine) in writing to the Secretary of the member’s intention to resign or refuse membership stating that the person does not wish to be a member. Upon the expiration of the period of notice, the member ceases to be a member.

7.3 A person who resigns from or refuses to be a member of the Association pursuant to rule 7.2 ceases to be a member of the Association and is no longer entitled to any of the rights, privileges, or obligations which a person may have by reason of being a member of the Association.
8. **MEMBERSHIP - REGISTER OF**

8.1 Pursuant to s.67(1) of the Act and s.10 of the Legislative Regulation, the Association shall keep and maintain a register of members of the Association which specifies:

8.1.1 reference to the postgraduate and research students as being members of the Association;

8.1.2 the name and electronic transmission address (if any) of each member of the Association;

8.1.3 the date each member became a member of the Association;

8.1.4 the date (if any) each member ceased to be a member of the association.

8.2 The register of members shall be kept at the principal place of business of the Association (or other place as determined by the Board from time to time).

8.3 Pursuant to s.67(2)(a) of the Act, the register of members shall be open for inspection, free of charge, at the principal place of business of the Association (or other place as determined by the Board from time to time) during business hours by a member of the Association at any reasonable hour, having first given the Association reasonable notice in writing to, and made prior arrangement with, the Secretary to inspect. The inspection may be supervised by the Secretary and undertaken at a time convenient to both parties.

8.3.1 The registrar of members is not to be photographically, electronically or manually copied or removed from the principal place of business of the Association (or other place determined as by the Board from time to time) and remains the property of the Association to be used solely for the purposes of the Association pursuant to the matters required as described in this Constitution and the Act and Legislative Regulation.

9. **MEMBERSHIP - FEES**

There shall be no fee, subscription, levy, or equivalent payable for membership of the Association as an ordinary, honorary, or other member.

10. **MEMBERSHIP - COMMUNICATION WITH THE BOARD**

10.1 A member may raise any matter in relation to the direction, control and management of the affairs of the Association with the Board that the
member sees fit to raise. The member shall adhere to the following procedure for raising a matter with the Board:

10.1.1 The matter must be stated in writing, addressed to the Secretary, clearly described the matter, and be signed by the member;

10.1.2 The Secretary shall ensure the correspondence relating to the matter is placed on the agenda of the next Board meeting to be dealt with by the Board at that Board meeting, but no later than sixty (60) days from the date of receipt of the correspondence.

10.1.3 The Secretary shall inform the member in writing of the outcome of the Board’s deliberation of the matter within seven (7) days of the meeting at which the matter was discussed.

10.1.4 Following receipt of notification of the outcome of any Board deliberation of the matter, the member may, if they so choose, pursue the matter further, by making a request, in writing, to be invited to attend and address the Board in person as an attendee at the next Board meeting, notwithstanding that the Board can accept or reject the request for invitation for the member to address the Board at their absolute discretion pursuant to rule 17.2.

10.1.5 Within fourteen (14) days of receipt of such a request the Secretary will notify the member of the outcome of the request, and if accepted, shall notify the member of the date and time that the member may attend the next Board meeting to discuss the matter and be dealt with pursuant to rule 17.2. The date of the meeting must be no more than sixty (60) days from the date of receipt of the request.

11. **MEMBERSHIP – LIABILITIES OF MEMBERS**

11.1 The liability of the members is limited to the amount of any unpaid monies owed (if any) by the member in respect of any other outstanding monies due by them to the Association if the Association is wound up at a time when that person is a Member, or within one year of the time that person ceased to be a Member, for:

11.1.2 payment of the Association’s debts and liabilities contracted before that person ceased to be a Member;

11.1.2 payment of the costs, charges and expenses of winding up the Association; and

11.1.2 adjustment of the rights of the contributories among themselves.
12. MEMBERSHIP - DISPUTE AND GRIEVANCE RESOLUTION PROCEDURE AND APPEAL

12.1 If any Member has a grievance with, or disputes any decision made by the Association which directly adversely affects that Member, the Member may write to the Secretary setting out the details and the basis of the grievance or dispute of the Member.

12.1.1 The Secretary shall, within fifteen (15) working days, acknowledge the Member’s communication and set out an explanation of the decision made in respect of the grievance or dispute and explain the reasons for the decision made by the Association.

12.1.2 If the Member is dissatisfied with the explanation pursuant to rule 12.1.1, the Member may write to the Secretary requesting that the Board (at their discretion themselves or through a Disputes Committee formed pursuant to rule 24.1(a)) mediate the grievance or dispute (in person or via telecommunication means if thought most practical and appropriate), within a period of not more than sixty (60) days. Subject to the inherent jurisdiction of the judicial system, the decision of the Board shall be final and binding.

12.1.3 The Board may, at their discretion, but cognisant of the rules of natural justice and their duty to act fairly, refuse to conciliate the matter if they believe the matter is of an irrelevant, frivolous, or vexatious nature.

13. MEMBERSHIP - DISCIPLINING OF MEMBERS

13.1 The Board in its discretion may determine, by resolution of not less than a ¾ (75%) majority of the total number of Directors of the Board, to discipline a member of the Association either by reprimand or suspension or termination of the member’s membership of the Association, subject to compliance with the later provisions of rule 13 and only where a member of the Association:

13.1.1 wilfully refuses or neglects to adhere to any provisions of this Constitution or the regulations of the Association; or

13.1.2 wilfully acts in any way or manner that the Board determines is liable to bring or has brought the Association into disrepute through their activities or inactivity or in any way or manner determined by the Board to be prejudicial or detrimental to the interests or pursuit of the objects of the Association.

13.2 Where the Board passes a resolution under rule 13.1, the Secretary shall, as soon as practicable, cause a notice in writing to be served on the member:
13.2.1 setting out the resolution passed under rule 13.1 and the grounds on which it is based;

13.2.2 stating that the member may address or make written representations to a Disputes Committee formed pursuant to rule 24.1(a) in respect of the resolution passed under rule 13.1 and the grounds on which it is based referred to at rule 13.2.1, at a meeting to be held not earlier than fourteen (14) days and not later than twenty-eight (28) days after service of the notice;

13.2.3 stating the date, place and time of the Disputes Committee meeting; and

13.2.4 informing the member that they may do either or both of the following:

13.2.4.1 attend and speak at that Disputes Committee meeting in person or by representation;

13.2.4.2 submit to the Disputes Committee at or prior to the date of that meeting written representations relating to the resolution passed under rule 13.1 and the grounds on which it is based referred to at rule 13.2.1;

for the purpose of showing cause why the resolution passed under rule 13.1 should be revoked.

13.3 Should the member:

13.3.1 not avail themselves of the provision pursuant to rules 13.2.2 and 13.2.4, the decision of the Board pursuant to rule 13.1 shall stand and be final and binding;

13.3.2 avail themselves of the provision pursuant to rules 13.2.2 and 13.2.4, the decision of the Board pursuant to rule 13.1 shall remain in abeyance pending a meeting of the Disputes Committee that shall be convened within fourteen (14) days at the time and place specified in the notice under rule 13.2.3 or such other place as the member and the Chair of the Board or their delegate and the Disputes Committee shall agree.

13.4 At the meeting of the Disputes Committee held as referred to in rule 13.3.2, the Disputes Committee shall:

13.4.1 give to the member (and the Chair of the Board or their delegate) in person or by representation an opportunity to make written or oral representations as referred to in rule 13.2.4;
13.4.2 give due consideration to any written or oral representations submitted to the Disputes Committee by the member or their representative (and the Chair of the Board or their delegate) at or prior to the meeting; and

13.4.3 by resolution determine whether to confirm or to revoke the resolution passed by the Board pursuant to rule 13.1 or otherwise make a different determination. Subject to the inherent jurisdiction of the judicial system, the decision of the Disputes Committee shall take effect immediately and be final and binding.

13.5 Nothing in rule 13 shall limit, constrain, or prevent the Association’s lawful right to pursue any legal action it deems necessary or warranted.

14. **MEMBERSHIP - NO RIGHT OF APPEAL OF DISCIPLINED MEMBER**

14.1 A member does not have a right of appeal to the Association in General Meeting against a resolution of the Disputes Committee which is confirmed under rule 13.4.3.
PART III - THE BOARD

15. THE BOARD - POWERS OF

15.1 Subject to the Act, the Legislative Regulation, the ACNC and this Constitution, the Board:

15.1.1 shall direct, control, and be responsible for the management of the affairs and the furtherance of the objects of the Association;

15.1.2 may exercise all such functions as may be exercised by the Association other than those functions that are required by this Constitution to be exercised at a General Meeting of members of the Association; and

15.1.3 has power to perform all such acts and do all such things and determine such regulations as appear to the Board to be necessary or desirable for the proper management and conduct of the business and affairs of the Association for the furtherance of the objects of the Association.

15.2 Except in the case of a specific delegation of authority pursuant to rule 24 or as permitted pursuant to rule 48, the Board, or their nominated delegate, shall approve any and all public statements made on behalf of the Association by any duly authorised member, Director, office bearer, President, Portfolio Officer, College Officer, employee, delegated person, or committee or agent of the Association, prior to that person making such statement.

15.3 Without limiting the general powers of the Board pursuant to rule 15.1, the role, functions, and activities of the Board include, but are not limited to, the:

15.3.1 formulation of the Association’s strategic direction;

15.3.2 determination of the Association’s governance regulations (pursuant to rule 48);

15.3.3 day-to-day management of the operations of the Association with and through the President;

15.3.4 monitoring and supervision of the Association’s strategic, organisational, and financial performance and risk and compliance management processes;

15.3.5 provision of accountability to the members;

in pursuit of the aforementioned objects of the Association described at rule 2.1.
16. THE BOARD - COMPOSITION AND MEMBERSHIP

Board composition
16.1 The governing authority of the Association shall be the Board which shall consist of not less than 6 and not more than 11 Directors. The Board shall include:

16.1.1 Up to eight (8) natural persons who must be ordinary members of the Association and who shall be duly elected by ordinary members of the Association to the position of Director at the annual elections of the Association pursuant to the Election Regulations (and who shall take office on the expiry of six (6) weeks from the declaration of the results of that election) and rule 19 or as otherwise appointed as a casual vacancy pursuant to rule 16.6;

16.1.2 One (1) natural person who must be an ordinary member of the Association and who shall be duly elected by ordinary members of the Association to the position of President at the annual elections of the Association pursuant to the Election Regulations and rule 19 (and who shall take office on the expiry of six (6) weeks from the declaration of the results of that election) or as otherwise appointed as a casual vacancy pursuant to rule 26.2;

16.1.3 Up to two (2) natural persons, who may be ordinary members of the Association, or otherwise, may not have any relationship with the Association, and with an appropriate mix of skills and attributes thought desirable by the Board to assist with the efficient and functional governance of the Association including to enhance the Board’s compositional mix as an inclusive reflection of the collective student body, who may be appointed by and at the discretion of the Board to the position of Director;

16.1.3.1 A Director appointed under rule 16.1.3 must be appointed by resolution of not less than a ¾ (75%) majority of the Directors elected by ordinary members of the Association pursuant to rule 16.1.1 and 16.1.2.

16.1.4 There shall be no less than two (2) persons who identify as female and two (2) persons who identify as male and two (2) international students and two (2) domestic students among the compositional mix of Directors pursuant to rule 16.1.1 (noting that a gender of the international and domestic students is counted among the quota for that gender and vice versa). Subject to the Election Regulations, these quota requirements are to be satisfied first from the highest votes in descending order pertaining to these quota characteristics, and once achieved, the next highest votes among the candidates in descending
order will be elected as Directors of the Board regardless of gender or residential origin status.

**Board office bearer**

16.1.5 A duly elected Director of the Board of the Association pursuant to rule 16.1.1 shall be elected by the Board pursuant to rule 21.2 as the Chair;

**Director eligibility**

16.2 Persons elected as Directors pursuant to rule 16.1.1 must be ordinary members of the Association on the date of their election (or re-election pursuant to rule 16.3) and may, if they cease to be an ordinary member during their tenure, remain a Director for up to a period of six (6) months from that cessation date pursuant to rule 16.4.3.1 and subject to rule 16.3. A person elected as President pursuant to rule 16.1.2 must cease to be a Director (and President) if they cease to be an ordinary member during their tenure pursuant to rule 16.4.3.2;

*Explanation: Associations Incorporation Act 1991 s.63, 63A and 63B disqualifies certain persons from accepting an appointment on the Board or as an Officer.*

16.2.2 A or any:

16.2.2.1 current employee of the Association (or any of its associated bodies corporate, affiliates or companies or body corporate under the auspice of the Association);

16.2.2.2 member who has been an employee of the Association for a period of six (6) months or more (or any of its associated bodies corporate, affiliates, or companies or bodies corporate under the auspice of the Association) within the immediate preceding one-year period from the date of the forthcoming annual elections of the Association;

is excluded and ineligible from being nominated, elected, or appointed as a Director pursuant to rules 16.1.1, 16.1.2, 16.1.3 and 16.6.

*Explanation: That the President and Officers receiving an honorarium pursuant to rule 1.15 does NOT constitute them as employees for the purpose of rule 16.2.2 as they are deemed to be performing services in a voluntary capacity for which they may receive a payment in recognition of the extra work, service, time and effort commitment made.*

*Explanation: An ordinary member acting as a volunteer worker or engaged in a voluntary capacity or position within the Association, does not disqualify a person from being a Director of the Association.*

*Explanation: Associations Incorporation Act 1991 s.62 requires certain changes in the Board composition to be lodged with the registrar-general within one (1) month of the occurrence.*
Director tenure

16.3 Each Director, subject to this Constitution, shall:

16.3.1 if

16.3.1.1 elected pursuant to rule 16.1.1, hold office for a term of two (2) years until the expiry of six (6) weeks after the declaration of the results of the second annual elections of the Association following the date of the Director’s election and shall retire from office upon the expiry of six (6) weeks after the declaration of the results of those annual elections of the Association and may, subject to eligibility requirements of rule 16.2, nominate for re-election pursuant to rule 16.1.1 or otherwise nominate for election pursuant to rule 16.1.2 or otherwise be appointed pursuant to rule 16.1.3;

16.3.1.2 a casual vacancy appointment pursuant to rule 16.6, shall hold office until the expiry of the period of the vacated Director’s tenure pursuant to 16.3.1.1 and may, subject to eligibility requirements of rule 16.2, nominate for re-election pursuant to rule 16.1.1, nominate for election pursuant to rule 16.1.2, or be appointed pursuant to rule 16.1.3;

16.3.1.3 appointed pursuant to rule 16.1.3, hold office for a term of one (1) year following their appointment, at which time they must retire but are eligible to be re-appointed by the Board;

16.3.2 if

16.3.2.1 elected pursuant to rule 16.1.1, be eligible to be re-elected for a maximum of three (3) x two-year (2) terms (a maximum of six (6) years) within any ten-year (10) period;

16.3.2.2 appointed pursuant to rule 16.1.3, be eligible to be re-appointed for a maximum of six (6) x one-year (1) terms (a maximum of six (6) years) within any ten-year (10) period.

Board vacancies

16.4 For the purpose of this Constitution, and in addition to any circumstances prescribed by the Act, a Director vacates their position on the Board when the Director:

16.4.1 retires as a Director pursuant to the requirements of rule 16.3 and is not re-elected or appointed, as the case may be;
16.4.2 resigns the office of Director by notice in writing given to the Secretary;

16.4.3 if elected pursuant to:

16.4.3.1 rule 16.1.1, ceases to be an ordinary member of the Association for more than a period of six (6) months;

16.4.3.2 rule 16.1.2, ceases to be an ordinary member of the Association;

16.4.4 is absent without the consent approval of the Board from two (2) consecutive meetings of the Board;

16.4.5 if elected or appointed pursuant to rule 16.1.1, is removed from office pursuant to rule 20;

16.4.6 becomes a paid employee of the Association (or any of its associated bodies corporate, affiliates or companies, or bodies corporate under the auspice of the Association), whether full-time, part-time or casual, or has been a member who has been an employee of the Association for a period of six (6) months or more within the immediate preceding one-year (1) period from the date of the forthcoming annual elections of the Association or otherwise as pursuant to rule 16.2.2;

16.4.7 becomes bankrupt or insolvent under administration within the meaning of the Corporations Act or makes arrangement or composition with their creditors generally;

16.4.8 is convicted on indictment of an offence in the promotion, formation, or management of a body corporate or involving fraud or dishonesty;

16.4.9 is prohibited by the Act from holding office or continuing as a Director;

16.4.10 becomes of unsound mind or a person whose person or estate is liable to be dealt with in any way under a protective jurisdiction law relating to mental health;

16.4.11 dies.

A vacant Director pursuant to rules 16.4.1 through to 16.4.9 shall be responsible for ensuring all documents in their possession belonging to the
Association are delivered to the Association within fourteen (14) days after vacating office.

Any vacancy created pursuant to this rule 16.4 (except rule 16.4.1) shall be deemed a casual vacancy.

**Director proxy, alternate, substitute, or deputy**

16.5 No Director shall be entitled to appoint another Director as their proxy nor be entitled to appoint any person as an alternate, substitute, or deputy to act as a Director in their place or role.

**Casual vacancy**

16.6 In the event of a casual vacancy occurring among the Directors elected pursuant to rule 16.1.1, the Board may appoint a suitable and eligible person subject to rule 16.2 to fill the vacancy who shall hold office until the expiry of the period of the vacated Director’s tenure pursuant to rule 16.3.1.1 and may, subject to eligibility requirements of rule 16.2, nominate for re-election pursuant to rule 16.1.1, nominate for election pursuant to rule 16.1.2, or be appointed pursuant to rule 16.1.3. Such an appointment shall be conducted according to a process determined pursuant to rule 48.

**Director duties**

16.7 Directors are expected to understand and comply with the provisions of this Constitution, the Act, and the ACNC duties, obligations and governance standards and to adhere to all common law fiduciary duties owed to the Association and in particular shall:

16.7.1 exercise their powers and discharge their duties with the degree of care and diligence that a reasonable person would be expected to exercise commensurate with the nature and complexity of the structure and operations of the Association;

16.7.2 act in good faith and in the best interest of the Association to further the charitable and benevolent purpose for which the entity was created and exercise delegated powers for the purposes for which they were originally conferred;

16.7.2.1 Noting that persons elected or appointed as Directors are elected or appointed as individuals and not as representatives of any formal or informal sectional interest body, group, or other collective assemblage and as such have a duty to act solely in and for the benefit of the Association’s interests as a whole through the promotion and furtherance of the purpose and objects of the Association and not to act so as to provide unreasonable preferential benefit to any particular sectional interest body, group, or person to the detriment of other members.
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and not allow personal interests, or the interest of any associated bodies or persons to conflict with the interests of the Association;

Explanation: ref ACNC Regulation 2013 Reg.45.25(2)(b)&(c)

16.7.3 disclose any material personal interest in a matter that relates to the affairs of the Association (including any direct or indirect pecuniary interest in a contract or proposed contract to which the Association is or may be a party) pursuant to s.65 of the Act, Reg.45.25(2)(e) of the ACNC Regulation 2013, and rules 16.8 - 16.11;

16.7.4 not knowingly or recklessly make improper use of their position or use information acquired by virtue of their position as a Director so as to gain, directly or indirectly, any pecuniary benefit or material advantage for themselves or any other person or so as to cause detriment to the Association;

16.7.5 ensure that the financial affairs of the Association are managed responsibly, and that the Association does not incur debts that are not expected to be repaid nor allow the Association to operate while it is insolvent;

16.7.6 comply with any additional duty set out in this Constitution and pursuant to the governing regulations of the Association.

Conflict of Interest
16.8 A Director must give the other Directors notice of any actual, potential or perceived conflict of interest on any matter arising in relation to the Association and give details of the nature and extent of the interest; and the relation of the interest to the affairs of the Association; and be given at a Board meeting as soon as practicable after the Director becomes aware of his or her interest in the matter.

16.9 For clarity, a conflict of interest has the same definition in this Constitution as that provided in the Corporations Act 2001 (Cth) (or any subsequent Commonwealth Corporations Law and the ACNC Regulation 2013 Reg.45.25(2)(e)) and shall be interpreted consistent with legal interpretations applied to the Corporations Act 2001 (Cth);

16.10 The Director does not need to give notice of an interest if:

16.10.1 the interest arises because the Director is a member of the Association and is held in common with the other members of the Association;
16.10.2 the Director has given a standing notice of the nature and extent of the interest and the notice is still effective in relation to the interest.

16.11 Once a conflict has been declared the Board shall determine the nature and severity of the conflict and apply management of the conflict in their best discretion and noting that the Director may be present and vote if Directors who do not have a material personal interest in the matter have passed a resolution that:

16.11.1 Identifies the Director, the nature and extent of the Director’s interest in the matter and its relation to the affairs of the Association; and

16.11.2 states that those Directors are satisfied that the interest should not disqualify the Director from voting or being present.

16.12 The details of any conflict that is declared and the Board’s decision in relation to the declaration shall be recorded in the minutes of the meeting and the declaration registered in the Association’s ‘Conflict of Interest Register’.

17. THE BOARD - MEETINGS AND QUORUM

Number, means, place, and time of meeting

17.1 The Board shall meet as regularly as it deems necessary to adequately fulfil its duties under the Act and this Constitution but not less than once in each period of 6 months commencing 1 January and 1 July either in person or via electronic telecommunication means at such place, time, and duration as the Board may determine.

17.1.1 Additional meetings of the Board may be convened as deemed necessary by the Chair or by any three Directors and conducted subject to the quorum requirements of rules 17.5 – 17.7.

17.2 The Board shall be entitled to hold all Board meetings as in camera sessions, but may invite, at their own discretion, any person or persons as an attendee to any part of the Board meeting who may be invited to raise a matter or speak on agenda items to provide reports, advice, counsel and information or answer questions on Association related matters as requested by Board members.

17.2.1 In most instances the senior executive employee shall attend all meetings of the Board for the full duration, unless excused or requested not to by the Board;

17.2.2 In most instances the Secretary (or their delegate pursuant to rule 25.3) shall attend all meetings of the Board for the full duration to
fulfil their delegated governance administrative functions pursuant to rule 25.2, unless excused or requested not to by the Board. If the Secretary duty is carried out by a Board member then that person is entitled to attend all Board meetings in their Director capacity;

17.2.3 Notwithstanding the provisions of this rule 17.2, the Board shall invite the members of the Postgraduate Representative Committee to attend:

17.2.3.1 a specified agenda item of a meeting of the Board no less than once in each period of 6 months to provide reports, advice, counsel and information in relation to:

A. the direction, control and management of the affairs of the Association; or

B. any other matter that the members of the Board or Postgraduate Representative Committee see fit to raise in relation to matters aligned with the member’s respective Portfolio designation or College;

pursuant to rules 10, 27.6.3, 27.6.4, 27.7.3 and 27.7.4; and to:

C. deal with matters pursuant to rules 3.2.2, 42.6.1, 42.6.2, 43.1, 43.3 and 48.5.

and otherwise,

17.2.3.2 a separate joint meeting as required from time to time to deal with matters pursuant to rules 3.2.2, 42.6.1, 42.6.2, 43.1, 43.3 and 48.5.

Notice of meetings
17.3 Oral or written notice of a meeting of the Board shall be given by the Secretary to each Director within seven (7) days, or such period as may be unanimously agreed upon by the members of the Board, before the time appointed for the holding of the meeting.

17.4 Notice of a meeting given under rule 17.3 herein shall specify an agenda of the business to be transacted at the meeting, in a format as prescribed by the Board from time to time.

Quorum
17.5 Six (6) Directors being present in person shall constitute a quorum for the purpose of passing a resolution and the transaction of the business of a meeting of the Board. A quorum for a Board meeting
must be present at all times during the meeting. Each individual Director present may only be counted once towards a quorum.

17.6 No resolution shall be passed, or business transacted by the Board unless a quorum is present and if within half an hour of the time appointed for the meeting a quorum is not present the meeting stands adjourned to the same place and at the same hour of the same day in the following week.

17.6.1 If at the adjourned meeting a quorum is not present within half an hour of the time appointed for the meeting, the meeting shall be dissolved.

17.7 If the number of Directors is reduced below the number fixed as the necessary quorum of the Board pursuant to rule 17.5, the continuing Directors may act for the purpose of:

17.7.1 increasing the number of Directors to fill casual vacancies pursuant to rule 16.6 or otherwise appoint Directors as permitted pursuant to rule 16.1.3, up to no less than six (6) Directors; or

17.7.2 convening a General Meeting of members of the Association pursuant to rule 30.1 for the purpose of the election of additional Directors until the number of Directors is made up to no less than six (6) Directors;

but for no other purpose.

Presiding member
17.8 At a meeting of the Board:

17.8.1 the Chair shall act as the presiding member; or

17.8.2 if the Chair is absent or unwilling to act, such one of the remaining members of the Board as may be chosen by the Directors’ present at the meeting shall preside as Chair of the meeting.

Minutes
17.9 The Directors must cause minutes to be made of:

17.9.1 the names of the Directors present at all Board meetings;

17.9.2 all proceedings including:

17.9.2.1 meeting validity matters such as time, place,
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attendance, apologies, or quorum.

17.9.2.2 statutory item approvals such as previous minutes, correspondence, and use of seal.

17.9.2.3 items noted, matters delegated, reports and documents tabled at Board meetings;

17.9.3 all formal decisions resolved by the Board pursuant to rule 18, which may include at any Director’s discretion, among other things, essential contextual information that provides background to the decision, risk, or issues considered; Explanation: It is not necessary to record the mover and seconder of a motion or those voting for or against the motion or the margin of the vote. Simply, any resolution passed by the required margin needs only be recorded. Any resolution not passed need not be recorded. Individual Board members, if they desire and so request, can have their vote noted in the minutes although this does not necessarily absolve the Director from their responsibility as part of the Board’s collective accountability in relation to the effect of the resolution [see rule 18.1.1].

17.9.4 all Board-authorised appointments including casual vacancies among Directors, office bearers, or officers;

17.9.5 all disclosures of interests made under rules 16.7.3 and 16.8; and

17.9.6 any other proceedings of the meeting deemed necessary to record by the Board.

17.10 Minutes of proceedings at a meeting shall be signed by the presiding Chair of the meeting or by the presiding Chair of the next succeeding meeting.

17.11 The Association must keep all registers required by this Constitution and the Law.
18. THE BOARD - VOTING AND DECISIONS

Voting

18.1 Resolutions arising at a meeting of and put to the Board shall be determined by a majority of the votes of the Directors present at the meeting, with every vote being equal (a majority vote being more than half, i.e. 50% + 1) with the exception of a resolution pursuant to rules 3.3.2, 13.1, 16.1.3.1, 20.3, 26.1.4, 26.2.1 and 27.5.1, which require not less than a ¾ (75%) majority.

18.1.1 A decision by the majority of Directors is for all purposes a decision of the Board that binds all Directors who, being accountable as a group, have a collective responsibility to the entity, act as a whole, and make decisions as one.

18.2 In the event of an equality of votes on any resolution, the person presiding at that meeting pursuant to rule 17.8, and provided that person is entitled to vote on the resolution, has a deliberative vote in his or her capacity as a Director in respect of that resolution but does not have any entitlement to a casting vote on that resolution and the resolution (not being in the majority) is not passed.

The Board may act notwithstanding any vacancy

18.3 Subject to a quorum being achieved pursuant to rule 17.5, the Board may act notwithstanding any vacancy on the Board.

Circular resolutions

18.4 Where the voting intention is made clear a resolution in writing signed by all the members of the Board shall be as valid and effectual as if passed at a meeting of the Board duly convened and held. The resolution is deemed carried at the date on which the last Board member signs and votes and if the Directors vote in favour of the resolution by the required margin pursuant to rule 18.1. Any such resolution may consist of several documents in like form each signed by one or more members of the Board.

Validity of Acts of the Board

18.5 Any act or thing done or suffered, or purporting to have been done or suffered, by the Board, is valid and effectual notwithstanding any defect that may afterwards be discovered in the appointment or qualification of any Board person.

19. PROCEDURE FOR ELECTION OF DIRECTORS, PRESIDENT, and OFFICERS

19.1 Subject to the Election Regulations, nominations of candidates for election, to the Board as Directors pursuant to rule 16.1.1, as President pursuant to rule 16.1.2, or as Portfolio Officers, College Officers, and the Vice President of the Association pursuant to rule 27.1:
19.1.1 shall be made in writing on the form of nomination as determined pursuant to rule 48.5;

19.1.2 shall be endorsed and signed by two other ordinary members of the Association (not being the nominated candidates) and who personally know and can vouch for the prerequisite eligibility, qualification, and competence of the applicant;

19.1.3 shall be accompanied by the written consent of the candidate, which may be endorsed on the form of nomination;

19.1.4 shall be delivered to the Secretary not fewer than fourteen (14) days before the date fixed for the holding of the election; and

19.1.5 must declare anything whatsoever that will or may prevent the nominee from acting as a Director or President and must be made not less than five (5) days prior to the date of the meeting of members. Failure to declare any relevant matter that would or could prevent the nominee from acting as a Director will be grounds for the Board to remove the nominated person’s name from the list of eligible nominees or, if once appointed, cause the cessation of the Director’s appointment.

19.2 If the number of nominations received is equal to the vacancies to be filled, the persons nominated shall be deemed to be elected.

19.3 If:

19.3.1 the number of nominations received for Directors are less than the number of vacancies to be filled, the Board may fill the remaining vacancy or vacancies pursuant to rule 16.6;

19.3.2 there are no nominations received for the position of President, the Board may fill the vacancy pursuant to rule 26.2;

19.3.3 the number of nominations received for each of the Portfolio Officer, College Officer, or Vice President positions pursuant to rule 27.1 is less than the number of vacancies to be filled, the Board may fill the remaining vacancy or vacancies pursuant to rule 27.4.

19.4 If the number of nominations received exceeds the number of vacancies to be filled, a ballot of members shall be held pursuant to the Election Regulations. Any tie shall be broken by lot.

19.5 Other than for casual vacancies, ballots for the election of members of the Board, President, Vice President, or Officers shall be conducted at the annual elections of the Association to be held at the same time and in the same
manner pursuant to the Election Regulations notwithstanding any particular requirements for each position pursuant to this Constitution.

20. **DIRECTORS – VACATION OF OFFICE AND REMOVAL OF**

20.1 The office of a Director immediately becomes vacant if a Director vacates their position on the Board pursuant to rule 16.4.

20.2 The members may by resolution in a General Meeting remove a Director elected pursuant to rule 19 from office before the end of their term of office at any time, (either at a Special General Meeting convened pursuant to rule 30 or at the Annual General Meeting pursuant to rule 29.2.4) and the vacancy shall then be treated as a casual vacancy pursuant to rule 16.6. A resolution of the Association under this rule 20.2 is of no effect unless:

20.2.1 the motion names the Director or Directors of the Board who is or are subject of the motion;

20.2.2 the motion is signed by not less than one hundred (100) members or not less than five percent (5%) of the total ordinary membership of the Association, whichever is less;

20.2.3 notice of the General Meeting is provided pursuant to the requirements of this Constitution to members of the Association, and to the Director(s) affected by the proposed resolution;

20.2.4 the Director(s) affected by the proposed resolution are provided with an adequate opportunity to speak against the motion and to participate in debate concerning it; and

20.2.5 no less than twenty (20) ordinary members or not less than one percent (1%) of the total membership of the Association (whichever is less) are present when the motion is voted on pursuant to rule 31.2.

20.3 The Board may by resolution of not less than a ¾ (75%) majority of the total number of Directors of the Board suspend a Director elected pursuant to 16.1.1 and 16.1.2 (the President) from office, if, in their opinion, they establish sufficient legitimate grounds for them to determine a breach of the Act or that the conduct of a Director is in persistent breach of this Constitution or the governing regulations of the Association or such that continuance in office would be prejudicial to the interests of the Association.

20.3.1 Should the Board so resolve to enact the suspension pursuant to rule 20.3, the Board shall, within seven (7) days, issue to the affected Director a “Notice to Show Cause” why the Director should not be removed as a Director.
20.3.1.1 The affected Director shall have twenty-one (21) days from the date of the “Notice to Show Cause” to either respond in writing to the Board or seek to address the Board personally, stating any reason why the Director should not be removed.

20.3.1.2 The Board must, within fourteen (14) days of the receipt of any response pursuant to rule 20.3.1.1, convene a meeting of the Directors specifically called for that purpose and give seven (7) days’ notice to the affected Director to either review the written “Notice to Show Cause” or hear the personal address from the affected Director. Within the meeting convened according to rule 20.3.1.2 the Board shall either revoke their decision to suspend the affected Director or resolve to confirm it.

20.3.1.3 Should no response be received from the affected Director within the twenty-one day (21) period pursuant to rule 20.3.1.1 the resolution of the Board pursuant to rule 20.3 shall stand and be final and binding.

20.3.2 Should the Board accordingly resolve to confirm the suspension enacted pursuant to rule 20.3, the Board shall, within twenty-eight (28) days of the confirmation of suspension of the Director, convene a special General Meeting pursuant to rule 30 and include in the notice a resolution to remove the Director from office. At the special General Meeting of the Association:

20.3.2.1 the Board and the suspended Director shall be given the opportunity to state their respective cases orally or in writing, or both; and

20.3.2.2 the members present, of which there shall be no less than twenty (20) ordinary members or not less than one percent (1%) of the total membership of the Association, whichever is less, shall vote by secret ballot on the question of whether the resolution should be confirmed or revoked;

20.3.3 Should the resolution at the special General Meeting of the Association be:

20.3.3.1 confirmed, the suspended Director shall forthwith be formally removed from office and the vacancy shall then being treated as a casual vacancy pursuant to rule 16.6;

20.3.3.2 revoked, the suspended Director shall forthwith be reinstated as a Director.
21. OFFICE BEARER OF THE BOARD- ELECTION OF

Office Bearer of the Board

21.1 The office bearer of the Board shall be the Chair.

21.2 The office bearer of the Board shall, subject to rule 21.2.1, be elected annually from among the Directors by resolution of the Board in such manner as the Board may determine. Such elections shall be held immediately following each annual election of the Association.

21.2.1 The office bearer position in rule 21.1 may not be held by the President.

21.2.2 A re-elected Director who was office-bearer in their previous term may be re-elected to the same office-bearer position as previously held. A person may not be an office bearer for a period exceeding the tenure of their directorship pursuant to rule 16.3.

21.3 In the event of a casual vacancy in the position of Chair, the Board shall, subject to rule 21.2.1, elect from among the remaining Directors a person to fill the vacancy.

21.4 A person shall cease to be Chair if:

21.4.1 that person ceases to be a Director pursuant to rule 16.4;

21.4.2 that person resigns as Chair; or

21.4.3 the Board by resolution so determines at any time.

22. CHAIR

22.1 The Chair shall be elected pursuant to rule 21.2;

22.2 Subject to rules 17.8.2 and 32.2, the Chair is to preside as Chair at each General Meeting of the Association and Board meeting at which the Chair is present.

22.3 The Chair shall be responsible to the Board to ensure that absolute discretion, appropriate governance protocols, and confidentiality shall apply in all Board activities, meetings, and dealings related to the governance of the Association according to any governing regulation pursuant to rule 48 the Board may determine from time to time.

22.4 The Chair shall represent and be the spokesperson for the Board to the members and in external public contexts in relation to governance matters of the Association. In all other matters and unless determined otherwise by the
Board from time to time pursuant to rule 48 or rule 24, the President shall be the delegated representative and spokesperson for the Association.

23. **POSTGRADUATE MEMBER OF THE UNIVERSITY COUNCIL**

23.1 The postgraduate student of the ANU to be elected to the position of Postgraduate Student Member of the University Council shall be elected in accordance with the Australian National University Act (or its successors), any relevant Statute or Rule of the ANU and as otherwise provided for in the PARSA Constitution or Election Regulations.

23.2 Any postgraduate student of the ANU, whether a member of the Association or not, may nominate for election as the Postgraduate Student Member of the University Council, and may nominate for re-election insofar as they are eligible.

23.3 The Postgraduate Student Member of the University Council may concurrently hold positions as a Director, an office bearer, President, or officer of the Association.

23.4 The Postgraduate Student Member of the University Council holds office subject only to the provisions of the Australian National University Act (or its successors) and any relevant Statute or Rule of the ANU.

23.5 A vacancy in the office of Postgraduate Student Member of the University Council must be filled in accordance with the Australian National University Act (or its successors), any relevant Statute or Rule of the ANU and as otherwise provided for in the PARSA Constitution or Election Regulations.

24. **DELEGATION**

24.1 The Board may, by instrument or in writing, delegate the exercise of the functions of the Board or any of its powers for any period and on any terms (including the power to further delegate), as the Board resolves, to:

24.1.1 the President;

24.1.2 a Portfolio Officer, College Officer, or employee of the Association;

24.1.3 a Director or officer bearer;

24.1.4 a committee; or

24.1.5 any other person or persons considered by the Board to be reliable and competent to perform the functions;
as are specified in the instrument of delegation or any directions of the Board, other than:

24.1.6 this power of delegation; and

24.1.7 a function which is a duty imposed specifically on the Board by the Act or by any other law.

24.2 A function, the exercise of which has been delegated under this rule, may, while the delegation remains unrevoked, be exercised from time to time by the delegated person, persons, or committee pursuant to the terms of the delegation.

24.3 A delegation under this rule may be made subject to such conditions or limitations as to the exercise of any function the subject thereof, or as to time or circumstances as may be specified in the instrument of delegation.

24.4 Notwithstanding any delegation under this rule, the Board may continue to exercise any function delegated.

24.5 Any act or thing done or suffered by the delegated person, persons, or committee acting in the exercise of a delegation under this rule has the same force and effect as it would have if it had been done or suffered by the Board and noting that the exercise of the power by the delegate is as effective as if the Directors themselves had exercised it.

24.6 The Board may, by instrument or in writing, revoke wholly or in part any delegation under this rule.

24.7 Any person, persons, or committee appointed under this rule shall report to the Board on the exercise of the delegated functions or powers as and when and by a method and at a frequency the Board shall from time to time determine.
25. **DELEGATED POSITIONS - SECRETARY, PUBLIC OFFICER, AND TREASURER**

**Secretary**

25.1 The Board shall appoint a Secretary of the Association (who may be either a Board member, an employee, a member, or another person) annually by resolution of the Board immediately following each annual elections of the Association in such manner as the Board may determine and who shall, as soon as practicable after being appointed as Secretary, lodge notice with the Association of his or her address.

25.2 It is the duty of the Secretary to undertake and fulfil any functions so delegated, and pursuant to the terms of the delegation as determined by the Board from time to time, as well as keep minutes of:

25.2.1 all appointments of Directors and office bearers;

25.2.2 the names of the Directors present at all Board meetings and members present at all General Meetings; and

25.2.3 proceedings of all Board meetings and General Meetings.

25.3 The Board may, in the absence of the formally appointed Secretary, by instrument or in writing, delegate some or all of the above duties or any other duties of the Secretary pursuant to this Constitution to another person as the acting Secretary pursuant to rule 24.

**Public Officer**

25.4 The Board shall appoint a Public Officer of the Association (who may be either a Board member, an employee, a member, or another person) annually by resolution of the Board immediately following each annual elections of the Association in such manner as the Board may determine who must be at least 18 years of age and must reside in the Australian Capital Territory and shall be responsible for:

25.4.1 acting as the official contact for the Association, including receiving legal notices, information or changes to legislation or procedures from the relevant regulatory authorities and taking delivery of documents served on the Association and bringing them to the attention of the Board as soon as possible;

25.4.2 lodging of reporting obligations for incorporated associations as required by the Act, the Legislative Regulation, and the ACNC including an annual information statement and notifications of change of Board members or Association name, public officer, registered office address, and any Constitutional rules with either Access Canberra or the ACNC as applicable;
25.4.3 custody of any documents as required by the Act or this Constitution.

25.5 The Board may, in the absence of the formally appointed Public Officer of the Association, by instrument or in writing, delegate some or all of the above duties or any other duties of the Public Officer pursuant to this Constitution to another person as the acting Public Officer pursuant to rule 24.

25.6 The Board shall be responsible for appointing a Public Officer and once the position becomes vacant, the Board must fill the position within twenty-eight (28) days. The new Public Officer must, not later than one (1) month after being appointed, lodge with the relevant regulatory authorities a notice of the appointment and their address on the approved form.

Secretary and Public Officer
25.7 The appointed positions pursuant to rules 25.1 and 25.4 may be held by the same or different person(s).

Treasurer
25.8 The Board may appoint a Treasurer of the Association (who shall be a Board member) annually by the Board immediately following each annual elections of the Association in such manner as the Board may determine. The office of Treasurer of the Association need only be created if the Board deem (at their discretion) the office necessary or desirable for the proper management of the affairs of the Association and shall undertake and fulfil any functions so delegated, and pursuant to the terms of the delegation as determined by the Board from time to time.

25.8.1 The President, through delegation and governing regulation, shall have the delegated responsibility for the entity’s financial management and administration which is an operational activity sitting under President delegation (who shall have the power to further delegate financial management and administration activities to other employees) and who shall have the delegated responsibility for presenting the entity’s financial management to the Board, who in turn are responsible for determining what financial governance reporting data should be presented to them and are accountable for the governance oversight of the entity’s financial condition and status.

25.9 The Treasurer (if appointed) may be called upon to present the annual financial statements of the Association at the AGM and undertake any other formally delegated financial governance functions the Board deem necessary and applicable to the role.

25.10 The Treasurer (if appointed), at the discretion of the Board, may be appointed to occupy the Chair function of any committee established by the Board in relation to the finances of the Association (where established from
time to time pursuant to rule 24) to undertake and fulfil any functions so
delegated, and pursuant to the terms of the delegation as determined by the
Board from time to time.

25.11 The Board may, in the absence of the formally appointed Treasurer, by
instrument or in writing, delegate some or all of the above duties or any
other duties of the Treasurer pursuant to this Constitution to another person
not acting formally as the Treasurer pursuant to rule 24.

26 PRESIDENT

26.1 The Members shall elect pursuant to rule 16.1.2 a person as the President
who shall be the President of the Association for a one-year term (and being
eligible for re-election for a second one-year term (i.e. the President may
hold tenure for two (2) x one (1) year periods - a maximum of two years). A
retiring President shall be eligible to be elected as a Director pursuant to
rule 16.1.1 following their tenure as President subject to the requirements
of rule 16.3.2.1 where their President’s tenure shall count as one (1) two-
year term as a Director.

The President:

26.1.1 shall be under the direction of and be accountable and responsible to
the Board and shall undertake and fulfil any functions, responsibilities,
powers, and authorities subject to any constraints, related processes,
protocols or relevant accountability obligations applying to the
functions so delegated. Such functions, responsibilities, powers, and
authorities shall operate pursuant to the terms and conditions,
including any honorarium pursuant to rule 1.15, of the delegation as
determined by the Board and consistent with any governing policies
established pursuant to rule 48;

26.1.2 shall, as an ‘ex-officio’ Director, be entitled to attend all meetings of
the Board subject to any declaration pursuant to rules 16.8 – 16.10
and determination pursuant to rule 16.11;

26.1.3 may, subject to any other direction of the Board, delegate to an
employee, the Vice President, or an Officer of the Association a
function or power delegated to the President pursuant to rule 26.1.1,
but that power or function may not be further delegated. Any act or
thing done or suffered by the delegated employee or officer acting in
the exercise of a delegation under this rule has the same force and
effect as it would have if it had been done or suffered by the
President, noting that the exercise of the power by the delegate is as
effective as if the President themselves had exercised it;
26.1.4 may be removed from their position according to the same process as for the removal of Directors pursuant to rule 20.2 or rule 20.3. Such a removal shall be considered to be a casual vacancy in the position of President and rule 26.2 shall apply;

26.1.5 must not wilfully act in any way or manner that the Board determines is liable to bring, or has brought, the Association into disrepute through their activities or inactivity or in any way or manner determined by the Board to be prejudicial or detrimental to the interests or pursuit of the objects of the Association;

26.1.6 must not wilfully refuse or neglect to adhere to any provisions of this Constitution or the regulations of the Association.

26.2 Should there be a casual vacancy in the President’s position, the Board:

26.2.1 may appoint, by resolution of not less than a ¾ (75%) majority of the total number of Directors of the Board and according to a process devised pursuant to rule 48, a current ordinary member of the Association as the President for the remainder of the tenure of the President if there is less than eight (8) months before the expiry of the vacated President’s tenure, or

26.2.2 should the Board fail to appoint a President pursuant to rule 26.2.1, within one (1) month of the position being vacant or if there are more than eight (8) months before the expiry of the vacated President’s tenure, shall conduct an election among the Members, within two (2) months of the position being vacant, pursuant to rule 48.5, who shall duly elect an ordinary member as President for the remainder of the tenure of the vacated President.

26.3 If the appointment of an acting President pursuant to rule 26.2 creates a casual vacancy among the Directors elected pursuant to rule 16.1.1, the casual vacancy shall be dealt with pursuant to rule 16.6.

27. OFFICERS - PORTFOLIO OFFICERS, COLLEGE OFFICERS, AND VICE PRESIDENT

27.1 The members shall, pursuant to the Election Regulations, elect:

27.1.1 Portfolio Officers of the Association, who shall be ordinary members of the Association but not a Director, office bearer, or an employee and shall include at least the following Officers and such others as the Board may determine from time to time:

27.1.1.1 Aboriginal and Torres Strait Islander Officer;
27.1.1.2 Coursework Officer;
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27.1.1.3 Disabilities Officer;
27.1.1.4 Education Officer;
27.1.1.5 Environmental Officer;
27.1.1.6 Equity Officer;
27.1.1.7 Higher Degree by Research (HDR) Officer;
27.1.1.8 International Student Officer;
27.1.1.9 Queer Officer;
27.1.1.10 Social Officer;
27.1.1.11 Women’s Officer;

27.1.2 two College Officers from each of the ANU Colleges, who shall be ordinary members of the Association but not a Director, office bearer, or an employee;

27.1.2.1 The two College Officers from each of the ANU Colleges shall consist of one coursework student and one Higher Degree by Research student except that, in the case that no nominations are received to enable this, the College Officers may be from the same category.

27.1.3 a Vice President, who shall be an ordinary member of the Association but not a Director, office bearer, or an employee.

Tenure
27.2 Each Portfolio Officer, College Officer, or Vice President of the Association shall, subject to this Constitution:

27.2.1 hold office for a period of one (1) year until the expiry of six (6) weeks from the declaration of the results of the next annual election of the Officer’s election;

27.2.2 be eligible for re-election to the same Officer designation or another Officer designation for an additional three (3) x one-year (1) terms (making for a maximum of four (4) years) within any ten-year (10) period;

27.2.3 only be eligible to hold one Officer designation at any one time.

Vacation of office
27.3 For the purpose of this Constitution, and in addition to any relevant circumstances prescribed by the Act, a Portfolio Officer, College Officer, or Vice President of the Association vacates their position when the Officer:
27.3.1 retires as an Officer pursuant to the requirements of rule 27.2.3;

27.3.2 resigns the office of Officer by notice in writing given to the Secretary;

27.3.3 ceases to be an ordinary member of the Association;

27.3.4 is removed from office pursuant to rule 27.5;

27.3.4 becomes a paid employee of the Association or holds paid employment in any related body corporate of the Association, noting that acting as a volunteer worker, or being engaged in a voluntary capacity or position within the Association, does not disqualify a person from being an Officer.

27.3.5 dies.

Any vacancy created pursuant to this rule 27.3 shall be deemed a casual vacancy and shall be dealt with pursuant to rule 27.4.

Casual vacancy

27.4 In the event of a casual vacancy occurring in a Portfolio Officer, College Officer, or Vice President position, the Board may appoint a suitable and eligible ordinary member of the Association to fill the vacancy who shall hold office until the conclusion of the next annual elections of the Association following the date of the person’s appointment and shall be eligible for re-election pursuant to rule 27.2.3. Such an appointment shall be conducted according to a process determined pursuant to rule 48.

Disciplining

27.5 An Officer of the Association may be removed from their position in the following manner:

27.5.1 By resolution of not less than a ¾ (75%) majority of the total number of Directors of the Board if they are of the reasonable opinion that the Officer:

27.5.1.1 has failed to satisfactorily fulfil their functions responsibilities, powers and authorities pursuant to rule 27.6 or rule 27.7; or

27.5.1.2 wilfully refuses or neglects to adhere to any provisions of this Constitution or the regulations of the Association; or
27.5.1.3 wilfully acts in any way or manner that the Board determines is liable to bring or has brought the Association into disrepute through their activities or inactivity or in any way or manner determined by the Board to be prejudicial or detrimental to the interests or pursuit of the objects of the Association.

27.5.2 Should the Board so resolve to enact the removal pursuant to rule 27.5.1, the Board shall within seven (7) days issue to the affected Officer a “Notice to Show Cause” why the Officer should not be removed as an Officer.

27.5.2.1 The affected Officer shall have fourteen (14) days from the date of the “Notice to Show Cause” to either respond in writing to the Board or seek to address the Board personally, stating any reason why the Officer should not be removed;

27.5.2.2 The Board must, within fourteen (14) days of the receipt of any response pursuant to rule 27.5.2.1, convene a meeting of the Directors specifically called for that purpose and give seven (7) days’ notice to the affected Director to either review the written response to the “Notice to Show Cause”, or hear the personal address from the affected Officer and shall, upon such review or hearing, determine their response accordingly and the Board’s resolution shall be final and binding.

27.5.2.3 Should no response be received from the affected Officer within the fourteen-day (14) period pursuant to rule 27.5.2.1 the resolution of the Board pursuant to rule 27.5.1 shall stand and be final and binding.

27.5.3 Subject to a determination pursuant to rule 27.5.2.2 or 27.5.2.3 the Board may appoint a suitable and eligible ordinary member of the Association to fill any resultant vacancy pursuant to rule 27.4.

Functions and Powers
27.6 The Portfolio Officers of the Association:

27.6.1 shall be responsible for, provide leadership in, undertake, and perform any operational day-to-day functions aligned with their portfolio designation as delegated by the Board or as otherwise determined by the President within the scope of the Board’s delegated functions of each respective portfolio designation, and shall be accountable for their assigned budgets;
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27.6.2 shall be responsible to the President for the undertaking and performance of their operational day-to-day functions;

27.6.3 subject to rule 10 and 17.2.3, may raise any matter the Portfolio Officer sees fit to raise with the Board in relation to:

27.6.3.1 the provision of advice, counsel, and information in relation to the direction, control, and management of the affairs of the Association; or

27.6.3.2 any matter aligned with the Portfolio Officer’s designation;

27.6.4 subject to rule 10 and 17.2.3, may be invited, at the Board’s discretion, as an attendee to any part of the Board meeting to speak on agenda items or to report to the Board on any matter aligned with the Portfolio Officer’s designation as requested by the Board from time to time;

27.6.5 may be deemed to be an officer of the Association and as such are bound by the duties pursuant to the law, the Act, the ACNC, this Constitution and other such duties in accordance with any governing regulations established by the Board pursuant to rule 48.

27.7 The College Officers of the Association:

27.7.1 shall be responsible for, provide leadership in, undertake, and perform any operational day-to-day functions aligned with their College designation as delegated by the Board or as otherwise determined by the President within the scope of the Board’s delegated functions of each respective College designation, and shall be accountable for their assigned budgets;

27.7.2 shall be responsible to the President for the undertaking and performance of their operational day-to-day functions;

27.7.3 subject to rule 10 and 17.2.3, may raise any matter the College Officer sees fit to raise with the Board in relation to:

27.7.3.1 the provision of advice, counsel, and information in relation to the direction, control, and management of the affairs of the Association; or

27.7.3.2 any matter aligned with the College Officer’s designation;

27.7.4 subject to rule 10 and 17.2.3, may be invited, at the Board’s discretion, as an attendee to any part of the Board meeting to speak on agenda items or to report to the Board on any matter aligned with
the College Officer’s designation as requested by the Board from time to time;

27.7.5 may be deemed to be an officer of the Association and as such are bound by the duties pursuant to the law, the Act, this Constitution and other such duties in accordance with any governing regulations established by the Board pursuant to rule 48.

27.8 The Vice President of the Association shall:

27.8.1 assist the President to perform their day-to-day administrative and management duties and functions and, as such, shall undertake and fulfil any functions, responsibilities, powers, and authorities, within any constraints, related processes and protocols, and relevant accountability obligations applying to the functions, as determined by the Board from time to time pursuant to rule 48;

27.8.2 be responsible to the President for the undertaking and performance of their operational day-to-day functions;

27.8.3 take on the functions of the President pursuant to rule 26.1.1 in an acting capacity should there be a casual vacancy in the President’s position until the casual vacancy position is filled;

27.8.4 be deemed to be an officer of the Association and as such are bound by the duties pursuant to the law, the Act, this Constitution, and other such duties in accordance with any governing regulations established by the Board pursuant to rule 48;

27.8.5 for the sake of clarity, not be an ‘ex-officio’ Director pursuant to rule 16.1.2 and shall only be entitled to attend meetings of the Board at the determination of the Board.
PART IV - GENERAL MEETINGS

28. **ANNUAL GENERAL MEETINGS - HOLDING OF**

28.1 The Association shall, at least once in each calendar year and within the period of five (5) months beginning at the end of the Association's most recently ended Financial Year, convene an Annual General Meeting of its members pursuant to the Act.

*Explanation: s.69 of the Act.*

28.1.1 A General Meeting of the Association shall only be held between ANU Orientation Week and the publication of ANU examination results.

28.2 Rule 28.1 has effect subject to any extension and condition or permission granted under the Act.

*Explanation: s.120 of the Act.*

29. **ANNUAL GENERAL MEETINGS - CALLING OF AND BUSINESS AT**

29.1 The Annual General Meeting of the Association shall, subject to the Act and to rule 28, be convened on such date and at such place and time as the Board determines.

29.2 The business of an Annual General Meeting shall be to:

29.2.1 confirm the minutes of the last Annual General Meeting and of any Special General Meeting held since that meeting;

29.2.2 receive and consider the audited statement of the Association's accounts for the most recently ended financial year and a copy of the auditor's report for the accounts;

*Explanation: s.72(2) and s.73(1)(a)&(b) of the Act and s.11 of the Legislative Regulation.*

29.2.3 receive and consider from the Board a report signed by the Chair and the President stating the:

*Explanation: s.73(1)(c) of the Act.*

29.2.3.1 name of each Director of the Association during the most recently ended financial year of the Association and, if different, at the date of the report; and

29.2.3.2 principal activities of the Association during the most recently ended financial year and any significant change in the nature of those activities that occurred during that financial year; and
29.2.3.3 net profit or loss of the Association for the most recently ended financial year.

29.2.4 conduct other special business of which notice has been given to the members pursuant to rule 36.2.

29.3 The Secretary shall cause a notice convening an Annual General Meeting to be given to members no less than fourteen (14) days before the date fixed for the holding of the Annual General Meeting by advertisement. The notice convening an Annual General Meeting shall specify the meeting as an Annual General Meeting and specify the place, date, and time of the meeting and the nature of the business, and all reports, documents, or financial statements pursuant to rule 29.2 proposed to be transacted at the meeting.

29.3.1 If a special resolution is being proposed, the notice will also include the intention to propose the resolution as a special resolution and include the proposed wording of the resolution. Such a resolution shall operate pursuant to rule 36.2.

29.4 The procedure for an Annual General Meeting shall be as set out in rule 31.

30. SPECIAL GENERAL MEETINGS - CALLING OF

30.1 The Board may, whenever it thinks fit, convene a Special General Meeting of the Association.

30.1.1 A Special General Meeting of the Association shall only be held between ANU Orientation Week and the publication of ANU examination results.

30.2 The Board shall convene a Special General Meeting of the Association on the requisition in writing of not less than one hundred (100) ordinary members or not less than five percent (5%) of the total ordinary membership of the Association, whichever is less.

30.3 A requisition of members for a Special General Meeting:

30.3.1 shall state the purpose or purposes of the meeting and shall clearly state any resolution(s) to be proposed at the meeting;

30.3.2 shall be signed by each of the members making the requisition;

30.3.3 shall be lodged with the Secretary; and
30.3.4 may consist of several documents in a similar form, each signed by one or more of each member making the requisition.

30.4 If the Board fails to convene a Special General Meeting within twenty-one (21) days after the date on which a requisition of members for the meeting was lodged with the Secretary, any one or more of the members who made the requisition may convene a Special General Meeting to be held not later than three (3) months after the date on which the requisition was lodged.

30.5 Where possible, a Special General Meeting convened by members as referred to in rule 30.4 shall be convened to coincide with the Annual General Meeting convened by the Board and any member who thereby incurs expense associated with the organisation of the Special General Meeting is entitled to be reimbursed by the Association for any expense so incurred.

30.5.1 Where a Special General Meeting requisitioned by members as referred to in rule 30.4 is not convened by the Board to coincide with the Annual General Meeting, or where it is not possible to do so, the organising members shall be reimbursed for all reasonable costs associated with organisation of the Special General Meeting, as determined by the Board.

30.6 The procedure for a Special General Meeting shall be as set out in rule 31.

31. GENERAL MEETINGS - PROCEDURE AT

31.1 No item of business shall be transacted at a General Meeting unless a quorum of members entitled under this Constitution to vote is present during the time the meeting is considering that item.

31.2 A quorum for the transaction of the business of a General Meeting shall constitute twenty (20) ordinary members or not less than one percent (1%) of the total membership of the Association, whichever is less, entitled under this Constitution to vote at a General Meeting being present in person.

31.3 If within half an hour after the appointed time for the commencement of a General Meeting a quorum is not present, the meeting if convened upon the requisition of members shall be dissolved and in any other case shall stand adjourned for seven (7) days and shall resume at the same time and at the same place (unless another place is specified at the time of the adjournment by the person presiding at the meeting or communicated by written notice to members given before the day to which the meeting is adjourned).

31.4 If at the adjourned meeting a quorum is not present within half an hour after the time appointed for the commencement of the meeting, the members present, being not fewer than eleven (11) ordinary members shall constitute a quorum.
32. GENERAL MEETINGS - PRESIDING MEMBER

32.1 The Chair shall preside as Chair at each General Meeting of the Association. If the Chair cannot attend a General Meeting they shall delegate a Director to Chair in their stead.

32.2 If the Chair or their delegate is absent from or unwilling to act at a General Meeting, those ordinary members present shall elect one of their number or a Director to preside as Chair at the meeting.

33. GENERAL MEETINGS - ADJOURNMENT

33.1 The Chair of a General Meeting at which a quorum is present may, with the consent of the majority of members present at the meeting, adjourn the meeting from time to time and place to place, but no business shall be transacted at an adjourned meeting other than the business left unfinished at the meeting at which the adjournment took place.

33.2 Where a General Meeting is adjourned for fourteen (14) days or more, the Secretary shall give notice of the adjourned meeting to each member of the Association (in the manner pursuant to rule 36) stating the place, date, and time of the meeting and the nature of the business to be transacted at the meeting.

33.3 Except as provided in rules 33.1 and 33.2 herein, notice of an adjournment of a General Meeting or of the business to be transacted at an adjourned meeting is not required to be given.

34. GENERAL MEETINGS - MAKING OF DECISIONS

34.1 A question arising at a General Meeting of the Association is to be decided by a show of hands and, unless before or on the declaration of the show of hands a poll is demanded, a declaration by the person presiding that a resolution has, on a show of hands, been carried or carried unanimously or carried by a particular majority or lost, and an entry to that effect has been entered in the minute book of the Association, is evidence of the fact without proof of the number or proportion of the votes recorded in favour of or against that resolution.

34.2 At a General Meeting of the Association, a poll may be demanded by the person presiding or by not less than five (5) members present in person at the meeting. The poll shall be taken:

34.2.1 immediately in the case of a poll which relates to the election of the Chair of the meeting or to the question of an adjournment; or
35. **GENERAL MEETINGS - VOTING**

35.1 Upon any question arising at a General Meeting of the Association, and on any motion at a General Meeting, each ordinary member shall be entitled to one (1) vote. All votes must be given personally. Pursuant to rule 38, voting by proxy or by attorney is not permitted.

35.2 The register of members will be conclusive in determining membership and eligibility to vote.

35.3 A resolution, other than a special resolution, is deemed carried if more than 50% of the total eligible votes cast on the resolution (i.e. those votes cast by persons eligible to vote who are present at the meeting in person as the Constitution allows) are in favour of the resolution;

35.4 In the case of an equality of votes on a question at a General Meeting, the Chair of the meeting (and provided that person is entitled to vote on the resolution) has a deliberative vote in his or her capacity as a Director in respect of that resolution but does not have any entitlement to a casting vote on that resolution and the resolution, not being in the majority, is decided in the negative.

36. **GENERAL MEETINGS - NOTICES**

36.1 Except where the nature of the business proposed to be dealt with at a General Meeting requires a special resolution of the Association pursuant to rule 36.2 or in the case of an Annual General Meeting pursuant to rule 29.3, the Secretary shall, no less than fourteen (14) days before the date fixed for the holding of the General Meeting, cause a notice to be given by advertisement to members specifying the place, date and time of the meeting and the nature of the business proposed to be transacted at the meeting.

36.2 Where the nature of the business proposed to be dealt with at a General Meeting requires a special resolution of the Association (or business in relation to rule 29.2.5), the Secretary shall, no less than twenty-one (21) days before the date fixed for the holding of the General Meeting, cause notice to be given by advertisement to members as provided in rule 36.1 specifying in addition to the matters specified in rule 36.1, the intention to propose the resolution as a special resolution and the wording of the proposed resolution.
36.3 No business other than that specified in the notice convening a General Meeting shall be transacted at the meeting except, in the case of an Annual General Meeting, business which may be transacted pursuant to rule 29.2.

36.4 A member desiring to bring any business before a General Meeting may give notice in writing of that business to the Secretary, who shall include that business in the next notice calling a General Meeting given after receipt of the notice from the member.

36.5 The accidental omission to give notice of a General Meeting to, or the non-receipt of notice of the General Meeting by, any person entitled to receive notice shall not invalidate proceedings of the General Meeting.

37. GENERAL MEETINGS - SPECIAL RESOLUTIONS

37.1 A resolution of the Association is a special resolution if it is a resolution relating to special business that, in order to be adopted, must have no less than twenty-one (21) days’ notice and be passed at a General Meeting convened as required pursuant rule 30 by not less than a ¾ (75%) majority of the total votes of ordinary members of the Association present and voting in person at the meeting.

Explanation: s.70 of the Act.

38. GENERAL MEETINGS - APPOINTMENT OF PROXIES

38.1 Voting by proxy or by attorney shall not be permitted at any General Meeting of the Association.

39. GENERAL MEETINGS – OFFENSIVE MATERIAL, CONDUCT, AND OBSERVERS

39.1 The Chair of the meeting, at their discretion, may refuse to admit a person, or require them to leave and not return to a General Meeting, if the person:

39.1.1 is in possession of any electronic or recording device; placard, banner or similar sign; or other inappropriate article; or

39.1.2 acts, behaves or uses abusive language in a manner unbecoming of appropriate decorum;

which the Chair of the meeting considers to be dangerous, offensive, or liable to cause disruption or distress.

39.2 Interested persons, other than members, are permitted to attend General Meetings of the Association at the discretion of and with the permission of the Chair of the meeting but have no right to speak at or otherwise participate in the meeting and must follow any directions of the Chair of the meeting.
PART V – MISCELLANEOUS

40. **INSURANCE**

40.1 The Association may effect and maintain insurances.

41. **FUNDS - SOURCE**

41.1 The funds, revenue, and income of the Association shall be derived from grants, donations, and such other revenue raising or financing activities or sources as the Board determines pursuant to the powers of the Association in rule 2.2.

42. **FUNDS - MANAGEMENT AND ACCOUNTABILITY**

42.1 Subject to any resolution passed by the Association in a General Meeting, the funds and assets of the Association shall be used solely in pursuance of the objects of the Association in such manner as the Board determines, provided such manner is pursuant with both rules 1.14 and 2.1.

42.2 All monies received by the Association shall be deposited as soon as reasonable and without deduction to the credit of the Association’s bank account and the Association shall, in a manner approved by the Board, as soon as reasonable after receiving any money, enter and maintain a record of the details of the receipt of the monies.

42.3 All monies expended by the Association shall be authorised in a manner determined by the Board pursuant to rule 42.4 and the Association shall, in a manner approved by the Board, as soon as reasonable after making any payment, enter and maintain a record of the details of the expenditure of the monies.

**Authorising payments**

42.4 The Board must ensure that:

42.4.1 all cheques, drafts, bills of exchange, promissory notes, and other financial, negotiable, or transferable instruments; and

42.4.2 all payments, which may include electronic fund transfers, writing cheques, use of credit cards, payment of cash, and any other lawful means of disbursement of funds, by the Association;

are specifically authorised by, and in the case where physical signatures are required, attested by the signatures of, one or more persons as authorised by the Board in accordance and consistent with:
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42.4.4.1 their delegated and authorised powers as are specified in the instrument of delegation;

42.4.4.2 any directions of the Board; or

42.4.4.3 the governing regulations of the Association as determined by the Board.

42.4.5 Nothing in this provision shall prevent the use of petty cash from time to time once funds have been disbursed for that purpose and all other provisions of this Constitution have been complied with.

Financial and Accounting Records

42.5 The Board must keep or cause to be kept proper and accurate written financial and accounting records that correctly record and explain the transactions and the financial position of the Association, including all money received and spent by the Association and the matter in respect of which such receipt and expenditure takes place, and of the assets and liabilities of the Association; and keep its accounting records in such a way that:

*Explanation: Part 5 of the Act, and ACNC Act 2001 s.55.5.*

42.5.1 true and fair accounts of the Association can be prepared from time to time; and

42.5.2 a statement of the accounts of the Association can conveniently and properly be audited; and

42.5.3 retain its accounting records for not less than seven (7) years after the transactions to which they relate were completed.

Auditor

42.6 The Association shall appoint an Auditor of the Association who shall audit the books and records of the Association annually.

42.6.1 The Auditor shall be appointed by resolution of a joint meeting of the Board and the Postgraduate Representative Committee pursuant to rule 2.2.22. The term of the Auditor shall be two (2) years unless terminated earlier by resolution of a joint meeting of the Board and the Postgraduate Representative Committee.

42.6.2 In the event that the position of the Auditor becomes vacant for any reason, including as under rule 42.6.1, that position for the remaining period of the term shall be filled by appointment by resolution of a joint meeting of the Board and the Postgraduate Representative Committee. At the end of the term of the replacement Auditor, the provisions under rule 42.6.1 will take effect.
42.7 Within three (3) months of the expiration of each financial year the accounts of the Association shall be examined by the Association-appointed Auditor who shall prepare a report to ascertain the correctness of the balance sheet and statements of receipts and expenditure. The Auditor’s report does not necessarily need to be completed within this three (3) month timeframe, but must be completed in a timeframe consistent with rule 29.3.

42.8 The Auditors report must state whether the Association has kept such financial records as are necessary to enable financial statements to be prepared and that they give a true and fair view of the Association’s affairs. **Explanation: the Act s.4.**

43. **PATRONS OF THE ASSOCIATION**

43.1 One or more patrons may be appointed by resolution of a joint meeting of the Board and the Postgraduate Representative Committee.

43.2 A patron of the Association is a person who, having accepted an invitation from a joint meeting of the Board and the Postgraduate Representative Committee, willingly and publicly supports the objectives of the Association. A patron may make public statements on behalf of the Association at functions that have been pre-approved by the Board for the patron to attend.

43.3 The term of patronage will be determined by resolution of a joint meeting of the Board and the Postgraduate Representative Committee. A term of patronage may be terminated without notice, by resolution of a joint meeting of the Board and the Postgraduate Representative Committee.

43.4 The role of a patron is to increase the public profile of the Association in such a way as to promote the objectives and good standing of the Association and may be called upon to act in a representative capacity on behalf of the Association at public functions and in particular to advocate and promote the Association’s merits.

44. **ALTERATION OF OBJECTS AND CONSTITUTION**

44.1 This Constitution, including the statement of objects in rule 2, may be altered, amended, rescinded, or added to only by a special resolution passed by the Association in General Meeting. **Explanation: Associations Incorporation Act 1991 s.33:** "...an incorporated association may, by special resolution, alter its rules in whole or in part... [and] if an incorporated association has resolved to alter its rules, the association must, not later than 1 month after the resolution was passed, lodge with the registrar-general a notice setting out the particulars of the alteration, and including a declaration by not less than two (2) members of the committee of the association to the effect that a special resolution ...was duly passed by the association."
44.2 The Secretary shall ensure that, once passed at a General Meeting, amendments to the Constitution are submitted to the University Council for ratification and thence lodged with the relevant regulatory authorities pursuant to rule 25.4.2.

44.3 No amendment to the Constitution shall have any effect until ratified by the University Council and lodged with the relevant regulatory authorities.

44.4 This Constitution and any amendments pursuant to rule 44.1 must be made available for all members to access (pursuant to rule 47 or by electronic means) within fourteen (14) days of being ratified by the University Council and lodged with the relevant regulatory authorities.

45. **COMMON SEAL AND EXECUTION OF DOCUMENTS, INCLUDING DEEDS**

45.1 The Association must have a common seal and may only be used with the authority of the Board and pursuant to the Constitution of the Association. *Explanation: s.22(b) of the Act.*

45.1.1 The common seal must not be attached to any instrument, document, or proceeding requiring authentication except by the authority of the Board and the attaching of the common seal and must be attested by the signatures either of the following agents, either:

45.1.1.1 two (2) Board authorised Directors, one not being the Public Officer; or

45.1.1.2 one (1) Board authorised Director and a Board authorised employee; or

45.1.1.3 two (2) persons as the Board may appoint for that purpose;

45.1.2 The Seal shall remain in the custody of a person nominated by the Board for that purpose.

45.2 The Association may execute any instrument, document, or proceeding requiring authentication with the authority of the Board without using a common seal provided the dealing or deed is signed and attested by the signatures either of: *Explanation: s.55(1) & 55(2) of the Act."

45.2.1 the Public Officer; or

45.2.2 the Secretary; or

45.2.3 a person or persons empowered, either generally or in relation to a stated matter or matters, by writing under the Association’s common seal.
seal as its agent or attorney to execute deeds on its behalf;

and that attestation shall be sufficient for all purposes that was affixed those signatures by authority of the Board.

46. **CUSTODY OF BOOKS**

46.1 Except as otherwise provided by the Act, the regulations and this Constitution, the Secretary shall keep in their custody or under their control all records, books, and other documents relating to the Association as directed by the Board.

46.2 The Board may, by instrument or in writing, delegate the duty of the custody of all records, books and other documents relating to the Association under this rule to another person pursuant to rule 24.

47. **INSPECTION OF BOOKS AND RECORDS BY MEMBERS.**

47.1 The records, books, and other documents of the Association, including minutes of all Board meetings and General Meetings of the Association but not including legal documents related to Court action or current litigation, personnel files, documents, and other confidential, privileged, or commercial-in-confidence information or material protected by any relevant Act, shall be open to inspection, free of charge, at the principal place of business during business hours by a member of the Association, at any reasonable hour, having first given the Association reasonable notice in writing to, and made prior arrangement with, the Secretary to inspect. 


47.2 The inspection may be supervised by the Secretary and undertaken at a time convenient to both parties.

47.3 The records, books, and other documents of the Association and minutes of all Board meetings and General Meetings of the Association are not to be photographically, electronically, or manually copied or removed from the principal place of business of the Association and remain the property of the Association to be used solely for the purposes of the Association pursuant to the matters required as described in this Constitution and the Act and Legislative Regulation.

48. **GOVERNING REGULATIONS AND ELECTION REGULATIONS**

48.1 Pursuant to rules 15.1 and 15.3.2, the Board shall have the power to establish governing regulations relating to the effective and prudent internal administration and management of the Association that give effect to their assigned powers under this Constitution, the achievement of the objects of the Association and to regulate the business of the Association. Such
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governance regulations will be those deemed necessary, expedient, or convenient for the proper regulation of the competent governance, management, conduct, control, and direction of the Association and shall define how those with delegated powers in the Association are expected to act and behave in the exercise of their delegated powers and authorities, the performance of their assigned roles and functions, and the discharge their obligatory duties.

48.1.1 The Board may at any time rescind, modify, change, or vary any of the governing regulations and make others to replace them in accordance with the changing needs and requirements of the Association.

48.1.2 The governing regulations must not be contrary to this Constitution or the Act or the Law.

48.2 The Board shall set out its own governing regulations in a Governance Charter or similar document which may also include standing orders to govern the conduct of any meeting of the Association.

48.3 The members, Board, Directors, office bearers, President, Vice President, Portfolio Officers and College Officers, employees, delegated persons, committees, the Postgraduate Representative Committee, agents, or volunteers of the Association shall be bound by and must comply with any governing regulations in force from time to time.

48.4 Any governing regulations, including a Governance Charter or standing orders, established by the Board must be made available for all members to access, pursuant to rule 47 or by electronic means, within fourteen (14) days of being made by the Board.

48.5 Election Regulations shall be determined by resolution of a joint meeting of the Board and the Postgraduate Representative Committee from time to time and shall be deemed as governing regulations for the purposes of this rule 48.

48.5.1 Any amendments, deletions, or additions made to the Election Regulations pursuant to rule 48.5 shall not take effect until two (2) months after their adoption by the joint meeting of the Board and the Postgraduate Representative Committee.

49. NOTICES - SERVICE OF

49.1 For the purpose of and subject to this Constitution, a notice may be served by or on behalf of the Association upon any member of the Association either by advertisement, letter, or electronic mail transmission.

49.2 Where a document is sent to a person by electronic mail transmission containing the document, the document shall, unless the contrary is proved,
be deemed for the purposes of this Constitution to have been served to the person at the time at which the electronic mail transmission would have been delivered in the ordinary course of electronic mail transmission.

50. **INDEMNITY**

50.1 To the extent permitted by law, the Association may indemnify each relevant person, being either a Director, office bearer, officer, employee, delegated person, persons, or committee or agent of the Association, out of the property of the Association against a liability of that person incurred by that person in or arising out of the discharge of duties as a Director, office bearer, officer, employee, delegated person, persons, or committee and/or agent of the Association or in or arising out of the conduct of the business of the Association which does not arise out of conduct involving a breach of good faith or incurred or caused through their own negligence, default, breach of duty or trust or dishonesty or a wilful breach of duty in relation to the Association or a contravention of the Act and the legal costs of that person in defending any proceedings, whether civil or criminal, in which:

50.1.1 judgment is given in their favour; or

50.1.2 they are acquitted in connection with any application in relation to any such proceedings; or

50.1.3 relief is, under the Law, granted to them by the Court;

subject to the provisions of the Law.

50.2 Where an indemnity is provided by the Association under rule 50.1, that indemnity:

50.2.1 is enforceable without the relevant person having first to incur any expense or make any payment;

50.2.2 is a continuing obligation and is enforceable by the relevant person even though the relevant person may have ceased to be a Director, office bearer, officer, employee, delegated person, persons, or committee or agent of the Association; and

50.2.3 applies to liabilities and legal costs incurred both before and after this rule became effective.

50.3 To the extent permitted by law, the Association may make a payment, whether by way of advance, loan, or otherwise to a relevant person in respect of legal costs of that person being either a Director, office bearer, officer, employee, delegated person, persons, committee, or agent of the Association.
50.4 To the extent permitted by law, the Association may:

50.4.1 enter into, or agree to enter into; or

50.4.2 pay, or agree to pay, a premium for,

a contract insuring a relevant person against a liability of that person, being either a Director, office bearer, officer, employee, delegated person, persons, or committee or agent of the Association, and the legal costs of that person. Any such premium in relation to that person is in addition to, and not regarded as part of, any remuneration approved by Members under this Constitution.

50.5 To the extent permitted by law, the Association may enter into an agreement or deed with a relevant person who is, or has been, a Director, office bearer, officer, employee, delegated person, persons, committee, or agent of the Association or a subsidiary of the Association under which the Association must do all or any of the following:

50.5.1 keep books of the Association and allow that person and that person’s advisers access to those books on the terms agreed;

50.5.2 indemnify that person against any liability and legal costs of that person;

50.5.3 make a payment, whether by way of advance, loan, or otherwise to that person in respect of legal costs of that person; and

50.5.4 keep that person insured in respect of any act or omission by that person while a Director, office bearer, officer, employee, delegated person, persons, committee, or agent of the Association or a subsidiary of the Association, on the terms agreed, including as to payment of all or part of the premium for the contract of insurance.

51. DISSOLUTION

51.1 The Association may be dissolved upon the passing of a special resolution of members at a General Meeting convened for the purpose.

Explanation: s.88 of the Act.

51.2 In the event of the Association being dissolved, any surplus property of the Association that remains, following the winding up, will not be paid to or distributed among the members of the Association, but may be vested in another organisation if the recipient association:

51.2.1 has objects that are substantially similar to the former association;
51.2.2 does not operate for the purpose of trading or securing pecuniary gain for its members;

51.2.3 has provision in its rules requiring its surplus property to be passed to a similar organisation on dissolution or winding up;

51.2.4 is an incorporated association;

such organisation or organisations to be determined by the members of the Association at or before the time of dissolution or in default thereof by the relevant Court of the Australian Capital Territory.

52. DEFINITIONS AND INTERPRETATION

52.1 Definitions

In this Constitution, except in so far as the context or subject matter otherwise indicates or requires:

"Access Canberra" means the ACT Government service serving the ACT people, community, industry and government who register, licence and ensure compliance of Incorporated Associations activities against relevant legislation. The Association is required to deal with Access Canberra for the following:
(a) Incorporating an Association and winding up of the Association
(b) Notification of the Association’s Public Officer
(c) Changing the Association Constitution rules
(d) Changing the Association’s name

"ACNC" means the Australian Charities and Not-for-profits Commission and, depending on the context, includes reference to the ACNC Act 2012(Cth), the ACNC Regulation 2013 (Cth). The Association is required to deal with the ACNC for the following:
(a) Changing the Association Constitution rules
(b) Changing the Association’s name
(c) Registering as a charity (and revoking charitable registration)
(d) Updating the Association’s address or contact details
(e) Updating the Association’s Directors
(f) Submitting Annual Information Statement and financial report

"Act" means the Associations Incorporation Act 1991 (ACT).

Explanation: Application of the Associations Incorporation Act 1991 (ACT); in this Constitution unless the contrary intention appears an expression has, in a provision of this Constitution that deals with a matter dealt with by a particular provision of the Associations Incorporation Act 1991 (ACT), the same meaning as in that provision of the Associations Incorporation Act 1991 (ACT); and "section" means a section of the Associations Incorporation Act 1991 (ACT). This Constitution shall comply with the subscribed
"advertisement" means, in relation to causing a notice to be given to members by:
(a) the placement of a public notice in a newspaper of the Australian Capital Territory; and
(b) the placement of a notice on the PARSA website;
(c) sending an email to the member’s electronic address (if any) shown in the register of members; and
(d) such other means as the Board may, from time to time, determine pursuant to rule 48.

“Annual General Meeting” (or AGM) means a meeting held annually pursuant to rule 28 and rule 29.
Explanation: Associations Incorporation Act 1991 (ACT) s.69. An incorporated association must, in addition to any other meeting it holds, hold an annual General Meeting, once in each calendar year, within the period of five (5) months beginning at the end of the Association’s most recently ended financial year

“annual elections of the Association” means the Association’s formally designated elections held each year to elect the Directors, President, and officers of the Association to be held at the same time and in the same manner pursuant to this Constitution and the Election Regulations notwithstanding any particular requirements for each position pursuant to this Constitution.

“Association” means "The Australian National University Postgraduate and Research Students’ Association Incorporated", being the Association constituted by this document and shall be the Association’s name for the purposes of Part 3, Division 3.5 of the Act.

“Attendee” means a person or persons permitted, at the discretion of the Board, to attend any part of the Association’s Board meetings but with no status as a ‘Director’ under the meaning of such in this Constitution or the law, and only in a non-voting capacity. Attendees permitted to attend Board meetings may speak on agenda items to provide advice, counsel and information on matters or answer questions as requested by Directors through the presiding chair of the meeting. For the sake of clarity, attendees in this capacity, should be aware they have no role or authority in either making, or participating in making decisions that affect the whole, or a substantial part, of the business of the Association; or be understood to have the capacity to affect significantly the Association’s financial standing; or be understood to be issuing instructions or directions in accordance which the Directors of the Association are accustomed to act; or in any other way be deemed to be a ‘Director’ of the Association under the meaning of such in this Constitution or the law. An attendee includes a person or persons giving advice in the proper performance of functions attaching to their professional capacity or their
business relationship with the Association.

“Attorney” is a person who exercises power under the terms of a power of attorney. [A power of attorney is an authorisation to act on another person’s behalf and in their name in a legal or business matter. The person granting the power of attorney is known as the grantor and the person authorised to act is the agent or attorney-in-fact. The power granted may be very wide in scope and may include the power to sign documents on behalf of the grantor, deal with their financial affairs and property, vote in the capacity of a shareholder (member), etc. This is distinct from a proxy who commonly refers only to authorisation to vote on another’s behalf and is therefore more limited in scope than a power of attorney. For example, a member entitled to attend and vote at a corporate entity meeting may appoint a proxy to attend and vote in their place noting that a proxy is also the person to whom authorisation is granted.]

“Auditor” means a person appointed for the purpose of and as required to audit the Association's accounts pursuant to Part 5 of the Act.

"Australian National University" means the Canberra based national university established and governed as a government corporate entity under the Australian National University Act 1991 and Public Governance, Performance & Accountability Act 2013 and may for the purposes of this document and internal purposes of the Association be referred to as the "ANU".

"ANU College" means an academic College as recognised by the Board, including, but not necessarily limited to,:  
(a) The ANU College of Arts and Social Sciences;  
(b) The ANU College of Asia and the Pacific;  
(c) The ANU College of Business and Economics;  
(d) The ANU College of Engineering and Computer Science;  
(e) The ANU College of Law;  
(f) The ANU College of Health and Medicine; and  
(g) The ANU College of Science.  
and may include any such addition, modification, amendment or replacement of any of the above consistent with official name changes made by the ANU.

“Board” means the governing body of the Association in office or any number of Directors assembled at a meeting of the Board transacting business pursuant to this Constitution, being not less than a quorum, and as set out in Part III and who may, for the internal purposes of the Association, be cited collectively as the “Directors” who shall be construed as referencing the Board unless the context requires otherwise. The Board shall have the same meaning as “committee” pursuant to and be subject to s.60 of the Act.
“Business Day” means a day except a Saturday, Sunday or public holiday in the state or territory in which the Association is taken to be registered for the purposes of the Act.

“by lot” means to choose someone by random selection through a process whereby each person in a group puts their name on a piece of paper in a container and the person’s name drawn from the container is chosen.

"Chair" means the person appointed to the office of Chair pursuant to rule 22.1. The Chair shall preside at each General and Board meeting of the Association pursuant to the authorities, powers, functions, protocols, practices or processes described in this Constitution and as otherwise formally delegated regulations as determined by the Board from time to time that give effect to the Chair’s authorities, powers, functions, protocols, practices or processes described in this Constitution.

“College Officers” means an ordinary member elected pursuant to rule 27.5, who shall provide leadership in, and be responsible for motivating and involving members aligned with their respective ANU College in the affairs of the Association and shall undertake and perform any operational day-to-day functions and be accountable for their assigned budgets within the scope of each respective ANU College as determined and delegated by the Board or as otherwise by the President under the Board’s delegated authority.

"Committee" means a committee constituted by and accountable to the Board pursuant to rule 24 that are governance advisory bodies for the purpose of assisting and advising the Board in areas fundamental to the Association’s objects and otherwise providing the Board with recommendations relevant to select governance matters of the Association and consisting of persons as the Directors from time to time think fit.

“Constitution” means the registered Constitution of the Association, as amended from time to time, which binds the Association and its members, Directors and officers to the same extent as if it were a contract between them under which they each agree to observe its provisions and may for the purposes of this document and the internal purposes of the Association be referred to as the “governing rules”. A reference to a particular “rule” in the Constitution refers to a numbered clause, section, phrase, paragraph or segment that relates to a particular point in the Constitution.

“Director” means an eligible natural person duly elected/appointed to the Board pursuant to rules 16.1.1, 16.1.2, 16.1.3, 16.6 and 19 and may for the purposes of this document and the internal purposes of the Association be referred to (individually) as a “member of the Board” or a “Board member”. A Director shall have the same meaning as “committee member” pursuant to s.28.2 of the Act and “responsible person” pursuant to the ACNC. For the
avoidance of doubt a reference to a Director includes an Office Bearer, unless otherwise expressly stated.

Explanation: An office bearer is first and foremost a Director, who also holds an additional delegated position (with corresponding delegated authority) as well as their Director role, e.g. the Chair. So, at rule 16.1.5 - the "Office Bearer" is the Chair but is also a Director - so in the Constitution, a reference to a Director includes the Chair (i.e. an office bearer). A reference to an office bearer is to that position and that position only. A reference to a Director is to all Directors (office bearers included).

"Disputes Committee" means a committee formed by the Board pursuant to rule 24.1.1 and, subject to the Act and this Constitution (and in particular in relation to the terms, directions, conditions or limitations of the functions or exercise of their functions as specified by the Board in the instrument of delegation to the Disputes Committee pursuant to rule 24.3), the Disputes Committee:

• is to resolve a dispute or grievance pursuant to rule 12 and/or determine an allegation made pursuant to rule 13.1;
• is to be composed of between 3-5 members [who shall be members of the Association but not any current Board or Postgraduate Representative Committee members or Officers of the Association] and no less than one (1) person not a member of the Association.

Explanation: the compositional requirements of the Disputes Committee are intended to bolster the independence of the Disputes Committee. The person not a member of PARSA might be, for example, an appointment of an ANU lecturer, an undergraduate student, a lawyer, or a graduated past president of PARSA, or anyone else not a member of PARSA at the time of their appointment.

• may determine how it operates;
• must, in exercising its functions, comply with the principles of natural justice;

Explanation: The Associations Incorporation Act 1991 s.50 provides that the rules of natural justice must be complied with in any disputes, grievance or disciplining process
• must disclose any credible allegations it has received regarding possible criminal conduct to the police;
• shall, other than for the proper performance of its functions, treat allegations referred to it as confidential.

"domestic student" means a person considered a 'domestic' student for ANU application purposes if they are:
• an Australian citizen;
• an Australian permanent resident;
• an Australian humanitarian visa holder.
If they don’t hold one of the above visas or citizenships, they are considered an international student.

"Election Regulations" means the Election Regulations of The Australian National University Postgraduate and Research Students’ Association Incorporated (PARSA) that relate to the conduct of any election held by General Meeting of the Association pursuant to this Constitution as are determined by resolution of a joint meeting of the Board and the
Postgraduate Representative Committee from time to time under their powers pursuant to rule 48.5 and of which, any amendments, deletions or additions to the Election Regulations shall not take effect until two (2) months after their adoption by the joint meeting of the Board and the Postgraduate Representative Committee.

“electronic address” means a multi-part address typed in lower-case without any spaces separating the different parts where the first part (the user name) identifies a unique user. The '@' separates the user name from the host name which uniquely identifies the mail server. The three-letter suffix following a period (dot) identifies the kind of organization operating the mail server. Addresses outside the US use another (two-letter) suffix that identifies the country where the mail server is located.

"electronic means" means, in relation to the methods of giving or sending certain notices, documents produced, etc., the same as that in the Corporations Act s.600G and includes telephone, fax, electronic mail, website download, and other forms of electronic transmission or technology consented to by all Directors.

“employee of the Association” means a person who identifies as:
• working standard or set hours
• having an ongoing expectation of work
• being paid regularly
• having income tax deducted by their employer
• being entitled to receive superannuation contributions
• being entitled to receive paid leave or a loading in lieu of leave entitlements in the case of casual employees within the Association and has a recognised employment contract or Enterprise Agreement with the Association.

"ex-officio" means a position a person automatically gains by virtue of their position or status in another job or position they already hold – hence, the Association’s President is an ‘ex-officio’ Director of the Association and whomever holds that position also holds the ‘ex-officio’ Director position. If the person vacates the President’s position, they also vacate the Director position.

“Financial Year” means the twelve-month (12) period commencing on 1 January and ending on 31 December in any year or such other period as the Board may determine from time to time.

“General Meeting” means a meeting of Members duly called and held (and any adjourned holding of it) pursuant to Part IV of this Constitution or as otherwise prescribed by the Act at which all Members are entitled to attend and otherwise participate and vote at subject to their eligibility under this Constitution. A General Meeting can be an Annual General Meeting of the
members of the Association pursuant to s.69 of the Act or a Special General Meeting at which a special resolution is proposed pursuant to s.70 of the Act.

“Governance Charter” means a Board established document pursuant to rule 48.2 that details the Association’s internal control framework of Board-determined governing regulations that give effect to the powers delegated to the Board pursuant to this Constitution and that assist the Board to be clear about its own job and the delegated jobs of its office bearers, officers and committees and the connection between these parties and in particular articulate who is responsible for what, who they are accountable to and the respective roles and functions and authorities and constraints each person must work within and as such, describe a range of values that apply to the Association and its people.

“governing regulation or regulations” - see “regulation” or “regulations”.

“governing rules” means the registered Constitution of the Association, as amended from time to time by the Members, which binds the Association and its members, Directors and officers to the same extent as if it were a contract between them under which they each agree to observe its provisions and which may, for the purposes of this document and the internal purposes of the Association, be referred to as the “Constitution”. A reference to a particular “rule” in the Constitution refers to a numbered clause, section, phrase, paragraph or segment that relates to a particular point in the Constitution;

“international student” means a person who does not hold one of the following citizenships or visas:
- an Australian citizen;
- an Australian permanent resident;
- an Australian humanitarian visa holder.

“joint meeting of the Board and the Postgraduate Representative Committee” is to be treated for all intents and purposes in relation to this Constitution in a similar manner as a Board meeting and such joint meetings may be standalone meetings (to deal with the specific purpose of the joint meeting) or may take the form of a separate agenda item as part of an otherwise convened Board meeting. The rules pertaining to Board meetings (e.g. convening, notice, presiding member, voting, minutes, etc.) apply to a joint meeting of the Board and the Postgraduate Representative Committee except that a quorum for such a joint meeting is a Board quorum pursuant to rule 17.5 and no less than six (6) Postgraduate Representative Committee members. Resolutions of a joint meeting are only passed if they receive majority support from the Directors present and also from the Postgraduate Representative Committee Members present. The matters that can be dealt with and determined in such joint meetings are those pursuant to rules 3.2.2, 42.6.1, 42.6.2, 43.1, 43.3 and 48.5.
"leave of absence" means long service leave, extended leave, recreation leave, annual leave, sick leave or any other form of leave of absence from service.

“legal costs” of a person means legal costs incurred by that person in defending or resisting any proceedings (whether criminal, civil, administrative or judicial), appearing before or responding to actions taken by any court, tribunal, government authority or agency, other body or commission, a liquidator, an administrator, a trustee in bankruptcy or other authorised official, where that proceeding, appearance or response relates to a liability of that person.

“Legislative Regulation” means the ACT Associations Incorporation Regulation 1991 SL1991-31 made under the Associations Incorporation Act 1991 (ACT) and its successors;

“liability” of a person means any liability (except a liability for legal costs) incurred by that person in or arising out of the discharge of duties as an Officer of the Association or in or arising out of the conduct of the business of the Association, including as result of appointment or nomination by the Association as a Director, officer or employee of another body corporate.

“Member” means a person eligible pursuant to rule 3.2 and whose name is entered on the register of members having been accepted as a member of the Association as generally set out in Part II of the Constitution.

“Non-Profit Organisation” means (as defined by the Australian Taxation Office) “a non-profit organisation which is not operating for the profit or gain of its individual members, whether these gains would have been direct or indirect. This applies both while the organisation is operating and when it winds up. Any profit made by the organisation goes back into the operation of the organisation to carry out its purposes and is not distributed to any of its members. The Australian Tax Office accepts an organisation as non-profit where its constituent or governing documents prevent it from distributing profits or assets for the benefit of particular people - both while it is operating and when it winds up. These documents should contain acceptable clauses showing the organisation’s non-profit character. The organisation’s actions must be consistent with this requirement”.

“Notice” means a notice given pursuant to, or for the purposes of, this Constitution or the Act.

"Objects" of the Association means the objects set out in rule 2.1 that define the purpose of the Association;
“Office Bearer” of the Board means a Director who holds, in addition to their Director role on the Board, a Board elected/appointed position (with corresponding Board delegated authorities) pursuant to rules 21.1 – 21.4;

“Officer” of the Association means:
(a) a Director of the Association; or
(b) the Public Officer, Secretary, President, Portfolio Officer, College Officer and the holder of any other office of the Association (however described) or a person occupying any of the abovementioned offices, whether validly appointed or not; or
(c) any other person:
(i) who makes, or participates in making, decisions that affect the whole, or a substantial part, of the business of the Association
(ii) who is concerned in or takes part in the management of the Association’s affairs (but does not include a patron or holder of another honorary office of the association if the office does not give its incumbent a right to participate in the management of the Association’s affairs)
(iii) who has the capacity to affect significantly the Association’s financial standing; or
(iv) pursuant to whose instructions or wishes the Directors of the association are accustomed to act (excluding persons who give advice in the proper performance of functions attaching to the person’s professional capacity or their business relationship with the Directors or the Association).

“Organisation” includes without limitation any:
(a) incorporated entity with the legal capacity and powers of a natural person including any private/commercial entity, non-profit body or public benevolent institution or government corporate entity be it an incorporated association, cooperative, company, statutory corporation or authority;
or otherwise any
(b) government non-corporate entity (e.g. department, agency, commission, advisory Board, council, among others) that is legally and financially connected to, or part of a Commonwealth, State or ACT government ‘body politic’.

“Patron” means a person described in rule 43;

“President” means the title given to the person who, pursuant to rule 19, shall be elected by the Members. The President has two distinct roles as:
(a) an ‘ex-officio’ a Director pursuant to rule 16.1.2; and
(b) the Association’s principal officer pursuant to rule 26.1 and who shall, in that capacity, be accountable to the Board and act within the terms and conditions (including as to remuneration) as determined by the Board to undertake functions, responsibilities, powers and authorities (within any
constraints, related processes and protocols and relevant accountability obligations applying to the function) as specified or delegated by the Board pursuant to any governing regulations established by the Board pursuant to rule 48.

The position may for the internal purposes of the Association also be cited as the “Chief Executive Officer” or in its abbreviated form – “CEO” – or any other title the Board may so determine from time to time.

“Poll” is a form of casting votes by ballot to determine a preference of the voters either in writing consisting of a slip or sheet of paper or the like or using electronic means to either aid or take care of the chores of casting and counting votes on or by which a voter marks his or her vote.

"Portfolio Officer" of the Association means an ordinary member elected pursuant to rule 27.5, who shall provide leadership in, and be responsible for motivating and involving members in the affairs of the Association aligned with their portfolio designation pursuant to rule 27.1.1 and shall undertake and perform any operational day-to-day functions and be accountable for their assigned budgets within the scope of each respective portfolio designation as determined and delegated by the Board or as otherwise by the President under the Board’s delegated authority.

"Postgraduate Representative Committee" means the assembled group of all the Portfolio Officers and College Officers, who may for the internal purposes of the Association be cited as the “PRC”.

“principal place of business” means the the current address of the Association’s registered office as notified to the relevant regulatory authorities under the Act being the primary location where the Association’s business is performed and where the Association’s books and records are kept and has the same meaning as "registered office" or "principle place of administration;"

“Public Officer” means a person appointed pursuant to rules 25.4 and who resides in the ACT and is at least 18 years of age;

“Public Statement” and “Statement” means statements, whether verbal, written, in electronic form or any other form whatsoever that could or would be seen, heard or by any other means communicated to a person not a Member of the Association;

“real or personal property” means the basic types of property in common law, roughly corresponding to the division between immovables and movables in civil law. Real property consists of land, buildings, crops, and other resources, improvements, or fixtures still attached to the land. Personal
property is essentially all property other than real property, including goods, animals, money, and vehicles.

“Register” or “Register of Members” means the register of members to be kept pursuant s.67 of the Act and rule 8 and may contain additional information related to the membership as the Board may determine from time to time;

“regulation” or “regulations” means any Board-made directive policies, procedures, protocols or processes prescribing matters required or permitted by this Constitution to be prescribed or necessary or convenient to be prescribed with respect to any matter relating to the general courses of action that the Board deem necessary for the effective and prudent internal control, administration and management of the Association and its affairs, interests and property and to competently regulate the business of the Association as created and amended from time to time by the Board under their powers pursuant to rules 15.1, 15.3(b) and 48. The regulations will regulate the actions and behaviours of those with assigned authority in the Association (Board, Directors, office bearers, officers, Portfolio Officers, College Officers, employees, delegated persons, committees and/or agents, volunteers, etc of the Association) in their role within, and representation of the Association and will define how they are expected to exercise their delegated powers, the performance of their assigned role and the discharge their obligatory duties and which may for the internal purposes of the Association be cited as a “governing regulation” or "governing regulations" or any other title the Board may so prescribe from time to time;

"Resolution" means a resolution passed at a (General or Board) meeting of which (unless as indicated pursuant to rule 18.1 in this Constitution) more than 50% of the total eligible votes cast on the resolution (i.e. those votes cast by persons eligible to vote who are present at the meeting in person as the Constitution allows) are in favour of the resolution, noting that a motion put that results in a tied vote at 50-50 in not deemed to have been passed. Such a resolution may for the internal purposes of the Association also be cited as a “simple majority”;

“Seal” means the common seal of the Association (as required pursuant to s.22(b) of the Act) and includes any official seal of the Association noting that the Act allows the Association to authenticate a document or proceeding requiring authentication by the signature of the public officer or the Secretary without using a seal in which case the Association must act pursuant to provisions in s.55(1) or otherwise s.55(2) of the Act;

“Secretary” means:
(a) the person appointed to hold office under this Constitution as Secretary of the Association (pursuant to rules 25.1 – 25.3); or
(b) where no such person holds that office, the Public Officer of the Association (pursuant to rules 25.4 – 25.6);

“senior executive employee” means the most senior employee of the Association reporting to and under the direct supervision of the President;

“Special Business” is business of a General Meeting that the Act requires to be passed as a "special resolution" by not less than three-quarters (¾) of the votes of those members of the association who, being entitled to vote, vote in person at the meeting (as opposed to ordinary business that requires only a simple majority);

“Special General Meeting” means a meeting of members (other than an Annual General Meeting) held pursuant to rule 30;

“Special Resolution” means a resolution at a General Meeting of the Association that has the meaning given to it in rule 37 and pursuant to s.70 of the Act, i.e. that not less than twenty-one days’ notice of the meeting must be given to the members of the Association together with a notice of intention to propose the resolution as a special resolution. At the meeting, the special resolution must be passed by not less than three-quarters (¾) of Association members who, are entitled to vote, either in person at the meeting. It is not required that three-quarters (¾) of the total membership pass the resolution, only three-quarters (¾) those eligible members that attend the meeting in person. Special resolutions are usually decisions that change something fundamental about the Association, for example:
(a) altering the Association’s rules, objects or purposes;
(b) changing the Association's name;
(c) amalgamating with another Association;
(d) winding up the Association;
or as otherwise, a matter that specifically requires a special resolution as stated in the Constitution.

“Strategic Direction” means and is restricted to, matters encapsulating the purpose and aspirations of the enterprise and pertaining to the outcomes and result priorities the Association is to accomplish, and their associated evaluation measures as agreed and approved by the Board from time to time but excludes, without limitation, operational plans, actions and decisions.

“Treasurer” means (if the Board deem the office necessary or desirable for the proper management of the affairs of the Association) the person appointed to hold the office of Treasurer of the Association pursuant to rules 25.8-25.11;

“University Council” means the Council of the Australian National University pursuant to the ANU Act 1991 s.8 and the “postgraduate member of the University Council” means the postgraduate student of the Australian
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National University elected by the postgraduate students of the Australian National University to fill the position on University Council pursuant to the ANU Act 1991 s.10(1)(o);

52.2 Interpretation

Headings are for convenience only and do not affect interpretation. A reference to a particular "rule" in the Constitution refers to a numbered clause, section, phrase, paragraph or segment that relates to a particular point in the Constitution.

Unless the context indicates a contrary intention, in this Constitution:

(a) (amendments and statutes) all references to statutory provisions includes its delegated legislation and are construed as references to any statutory modification, consolidation, amendment, replacement, succession or re-enactment for the time being in force;

(b) (corresponding meaning) if a word or phrase is given a defined meaning, any other part of speech or grammatical form of that word or phrase has a corresponding meaning;

(c) (currency) a reference to "$" or "dollars" is a reference to Australian currency;

(d) (exercise of a function or role) a reference to the exercise of a function or role includes, where the function or role is a duty, a reference to the performance of the duty;

(e) (from time to time) a power, an authority or a discretion reposed in a Director, the Directors, the Association in General Meeting or a member of the Association may be exercised at any time and from time to time;

(f) (function) a reference to a function includes a reference to a power, authority or duty;

(g) (gender) a word indicating a gender includes every other designation of gender;

(h) (meaning not limited) a reference to the words "include", "including", "for example" or "such as", when introducing an example, does not limit the meaning of the words to which the example relates to that example or examples of a similar kind;

(i) (person) words importing person includes a reference to:
   - a natural person (i.e. an individual, aka a human being) and
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• an "artificial" person (i.e. a body corporate, aka: a corporate entity and includes incorporated associations, co-operatives, companies and any other body corporate and body politic whether incorporated by statute, Act of Parliament or otherwise);

(j) (rounding) where a vote is to be rounded to the nearest whole number, the rule is: if the number behind the decimal point is less than 5, it is rounded down to the next whole number: example: 11.4 is rounded to 11; if the number behind the decimal point is 5 or more, it is rounded up to the next whole number.

(k) (sending) references to the sending of a document or written notice includes the sending of that document via electronic means, including, but not limited to, electronic mail.

(l) (signed) where, by a provision of this Constitution, a document including a notice is required to be signed, that requirement may be satisfied or authenticated by any manner permitted by the Corporations Act or any other law or by any other means used in contemporary business practice and in relation to an electronic communication of the document in any manner permitted by law or by any law relating to electronic transmissions or in any other manner approved by the Directors;

(m) (singular includes plural) a word importing the singular includes the plural (and vice versa);

(n) (statutes/regulations) a reference to a statute, ordinance, code or other law includes regulations and instruments made under it and consolidations, amendments, re-enactments or replacements of any of them (whether of the same or any other legislative authority having jurisdiction)

(o) (writing) "in writing" and "written" includes printing, typing and other modes of reproducing words in a visible form including, without limitation, any representation of words in a physical document or in an electronic communication or form or otherwise;

The wording which is in bold print italics and which follows the form ‘Explanation: …’ within or at the end of certain paragraphs is explanatory only and does not form part of the Constitution. Unreferenced sections in these paragraphs relate to relevant provisions of the Associations Incorporation Act 1991 (ACT).
SCHEDULE 1. TRANSITION ARRANGEMENTS

I. The newly amended Constitution will be deemed approved pursuant to rule 44, with a transition schedule articulated below:

II. To enable the most convenient and efficient process of transition from the current Constitution to the newly amended Constitution, and notwithstanding the amendments made to the Constitution, the newly amended Constitution will come into effect in two stages:

   a. Positions for the Board, President, Vice President, Portfolio Officers and College Officers will be effective for the 2018 PARSA annual elections of the Association, following the approval of the newly amended Constitution. This is to support the transition to this incoming constitution. The incoming electoral regulations required to manage and respond to elections for these roles will also be effective at this time, in order to properly guide proceedings.

   b. Given the 6 week handover period between the declaration of poll to aid the and the transition from the old to the new model, and the large differences in structure and governing principles between the current PRC (under the current and outgoing constitution) and the new Board and PRC (under the proposed and incoming constitution), the constitution will not come into full affect until the first day that the new Board and PRC commence i.e. at the conclusion of the 6 week handover period. For clarity, the current constitution will be in full effect for this time, until the transition period is concluded and at the conclusion of this handover period this new constitution will come into immediate and full effect. Currently this is projected to be 6 October 2018, however this could be subject to change.

III. Should there be a lack of clarity as the outgoing and incoming constitution over this period the current PARSA President will retain the right to interpret the constitution, and in the case of Elections, the Returning Officer will retain the right to interpret regulations or the constitution as needed.

IV. All current members of the PRC who were in place as eligible members of PRC (including Officers, and Representatives) at the time of the approval of the amended Constitution pursuant to rule 44 will be deemed to hold that position until six weeks from the declaration of polls at the next annual elections of the Association following the approval of the newly amended Constitution.

V. At the conclusion of six weeks from the declaration of polls at the next annual elections of the Association following the approval of the newly amended Constitution, all current members of PRC at the time of the approval of the amended Constitution pursuant to rule 44 shall retire and the newly elected Directors, President, Portfolio and College Officers and Vice President of the
Association elected pursuant to the approved newly amended Constitution and subject to the Election Regulations will take up their positions.

VI. In order to expedite the new election arrangement under the newly amended Constitution, the requirement for the current Election Regulations to “not take effect until two (2) months after their adoption by the joint meeting of the Board and the Postgraduate Representative Committee” pursuant to rule 48.5.1 shall be waived for the first elections of the Association following the approval of the newly amended Constitution and not otherwise.

VII. All tenure requirements under the current Constitution, following the handover period at the first annual elections of the Association following the approval of the newly amended Constitution, shall be deemed null and void and all tenure arrangements under the newly amended Constitution shall begin afresh pursuant to rule 16.3, except that one half of the Directors elected pursuant to rule 16.1.1 at the first elections of the Association following the approval of the newly amended Constitution shall be chosen by lot to only hold office for a term of one (1) year so that a split rotation of Directors may be commenced. The Directors chosen to serve a term of one (1) year shall be eligible for re-election for a subsequent two (2) x two-year terms pursuant to rule 16.3.2.1 – i.e. their first term of one (1) year shall be deemed to count as a full two (2) year term.

VIII. Following the completion of these Transition Arrangements, they become redundant and may be removed by Resolution of the Board from the Constitution.
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**ANU SPORT & RECREATION ASSOCIATION CONSTITUTION**

Amended 1 November 2006

CURRENT ANU SPORT CONSTITUTION
ANU Sport and Recreation Association Constitution

1. The name of the Association is "The Australian National University Sport and Recreation Association Incorporated".

DEFINITIONS

2. (1) In this Constitution, unless the contrary intention appears:

   "Act" means the Associations Incorporation Act 1991;

   "Association" means The Australian National University Sport and Recreation Association Incorporated;

   “Domestic Partner”, as defined by The ACT Legislation Act 2001, means:
   (1) a reference to a person’s domestic partner is a reference to someone who lives with the person in a domestic partnership, and includes a spouse.
   (2) a domestic partnership is the relationship between 2 people, whether of a different or the same sex, living together as a couple on a genuine domestic basis.

   "elected member of the Sport and Recreation Council" means a member of the Sport and Recreation Council other than the representatives of the University Council, Students Association and The Australian National University Postgraduate and Research Students’ Association Incorporated and the Executive Officer;

   “Executive Officer” means the Executive Officer of the Association.

   "member" means a person entered into the register as a member of the Association and "membership" has a corresponding meaning;

   "Official University Visitor" means a person, other than a member of staff employed by the University or a student enrolled in the University, who has received a letter of offer from the University to spend a period of time at the University;

   “register” means the register of members of the Association;

   "regulations" means regulations made by the Sport and Recreation Council under sub-section 9 of section 4 and sub-section 8 of section 16 of this Constitution;

   "Student" means an ordinary member of the class referred to in section 8;

   "University" means the Australian National University;

   (2) A reference in this Constitution to a financial member or a financial ordinary member shall be read as a reference to such a member who has paid all subscriptions payable by her/him under this Constitution or is a member otherwise entitled to vote;

   (3) The provisions of the Legislation Act 2001 (or its substitute) apply to and in respect of this Constitution in the same manner as those provisions would apply if this Constitution were an instrument made under that Act.
OBJECTS

3. The objects of the Association are:

(1) to promote amateur sporting physical recreation and wellness among members; and

(2) for that purpose, to encourage and assist in the formation among members of sporting and physical recreation clubs and to support and co-ordinate the activities of clubs so formed.

POWERS

4. The powers of the Association are:

(1) to take on lease, or otherwise, obtain a tenancy or right of occupancy of any office or building for the purpose of the Association;

(2) to purchase, hire or otherwise acquire any property necessary for the purposes of the Association and dispose of any property so acquired in such manner as it thinks fit in the interests of the Association;

(3) to appoint any person to perform any service considered necessary for the carrying out of the purposes of the Association, and at any time to suspend or discharge that person, and fix the remuneration (if any) to be paid for her/his services;

(4) to appoint in conjunction with the University a salaried Executive Officer whose functions shall be in accordance with this Constitution and any negotiated terms of employment and salary and shall be approved by Sport and Recreation Council;

(5) to invest, or place on fixed deposit with such bank or banks as it determines, any moneys of the Association not immediately required for the purposes of the Association in such manner as it thinks fit, and to vary or realise any such investments or withdraw any such deposits;

(6) to make loans and grants of money and equipment to affiliated clubs;

(7) to make, on the recommendation of the appropriate club, awards for outstanding ability in any branch of sport and physical recreation played in the University; and

(8) to take such other action as it thinks necessary in the interest of amateur sport, physical recreation and wellness - related pursuits in the University;

(9) to make from time to time regulations consistent with this Constitution;

(10) to borrow any moneys required for the purposes of the Association upon such security as may be determined or without security and to make, accept and endorse cheques, promissory notes, bills of exchange and other negotiable instruments.
MEMBERSHIP

5. (1) There shall be five classes of members of the Association; ordinary members, associate members, honorary coaching members, valued club affiliate members and honorary life members.

(2) The members of the Association are the persons who:

(a) immediately before the time of coming into operation of this Constitution, were members of the Association; or

(b) after that time, are admitted as members in accordance with this Constitution and have not ceased to be members of the Association.

(3) A right, privilege or obligation which a person has by reason of being a member of the Association:

(a) is not capable of being transferred or transmitted to another person; and

(b) terminates upon cessation of the person's membership.

ELIGIBILITY

6. (1) A person who:

(a) is a graduate of the University;

(b) is a graduate of a tertiary institution, that is recognised by the University; or

(c) is a University staff member employed more than 50% of full time, is eligible for admission as an ORDINARY MEMBER.

(2) A person who has rendered distinguished services to the Association and has been appointed by a two-thirds majority of ordinary members, present and voting, at an annual general meeting, is eligible for admission as an HONORARY LIFE MEMBER.

(3) A person who:

(a) is the Domestic Partner of an Ordinary, Honorary Life or Honorary Coaching member of the Association; or

(b) resides in a University College or hall of residence; or

(c) in the opinion of the Sport and Recreation Council, would make a significant contribution to the affairs of the Association, and is not eligible for admission as an ordinary member; or

(d) is an official University visitor; or

(e) is a member of staff, employed more than fifty percent (50%) of full-time by an organisation other than the University, and whose place of employment is the University campus, or

(f) is a member of University staff not otherwise eligible for ordinary membership

(g) not eligible for admission as an ordinary member, who provides evidence to the Association of the equivalent of two years full time study at the University,

(h) is enrolled in a course of study at a recognised tertiary institution other than the University

is eligible for admission as an ASSOCIATE MEMBER.
(4) A person, other than a person enrolled as a student of the University, who has a significant affiliation with an Association affiliated club and is sponsored by that club and where the limit set by the Sport and Recreation Council for this category of membership has not been exceeded within that club, is eligible for admission as a valued club affiliate member.

(5) A person, other than a person enrolled as a student of the University, who is coach of an affiliated club and is sponsored by that club and where the limit set by the Sport and Recreation Council for this category or membership has not been exceeded within that club, is eligible for admission as an honorary coaching member.

ADMISSION TO MEMBERSHIP

7. (1) A person who is eligible for admission as an ordinary member, associate member valued club affiliate member or honorary coaching member may apply in writing to the Sport and Recreation Council for admission as such a member.

(2) If the Sport and Recreation Council is satisfied that a person who applies for admission as an ordinary member, associate member, valued club affiliate member, or honorary coaching member is eligible for admission as such a member, the Sport and Recreation Council shall admit the person as such a member, but, if not satisfied, shall reject the application.

(3) A person who has rendered distinguished services to the Association, may, by a resolution passed by a two-thirds majority of ordinary members present and voting at the annual general meeting, be appointed an honorary life member of the Association.

(4) A person shall not be appointed an honorary life member in pursuance of the preceding sub-section unless:

(a) the Sport and Recreation Council has recommended that the person be so appointed; and

(b) at least 10 days’ notice has been given to all members of the intention to move a resolution that the person be so appointed.

STUDENT MEMBERSHIP

8. A person enrolled for:

(a) a unit or subject prescribed for a bachelor degree, diploma or associate diploma referred to in the Degrees, Diplomas and Certificates Rules of the University (or its substitute); or

(b) a post-graduate course of the University,

is an ordinary member, unless that membership is resigned or declined in accordance with the provisions detailed in Section 12.(2) (b).
RIGHTS OF ASSOCIATE MEMBERS

9. Associate members are not eligible to vote at any general meeting or at any election of the Association or its affiliated clubs, are not eligible to hold an executive position in these bodies, but in all other respects have the same rights and privileges as ordinary members.

RIGHTS OF VALUED CLUB AFFILIATE AND HONORARY COACHING MEMBERS

10. (1) Valued club affiliate members are not eligible to vote at any General Meeting or at any election of the Association and are not eligible to hold an executive position in this body or in its affiliated clubs. A valued club affiliate member has, in all other respects, the same rights and privileges as an ordinary member, but these membership rights will only exist within the affiliated club which has sponsored the nomination of the member.

(2) Honorary coaching members are not eligible to vote at any General Meeting or at any election of the Association or its affiliated clubs and are not eligible to hold an executive position in these bodies. In all other respects an honorary coaching member has the same rights and privileges as ordinary members.

RIGHTS OF LIFE MEMBERS

11. Honorary life members shall have the same rights and privileges as ordinary members.

CESSATION AND RESIGNATION OF MEMBERSHIP

12 (1) A person ceases to be a member of the Association if the person:
   (a) dies;
   (b) resigns his/her membership;
   (c) is expelled from the Association; or
   (d) fails to renew membership of the Association.

(2) A person ceases to be a member of the Association as a Student if that person:
   (a) ceases to be a student of the University; or
   (b) gives a written personal notice to the Executive Officer of resignation or objection to membership signed and dated by that person alone.

(3) The resignation of a member takes effect upon receipt by the Executive Officer of that member’s written notice to resign.

(4) Where a person ceases to be a member, the Executive Officer shall make an appropriate entry in the register recording the date on which that person ceased to be a member.
EXPULSION OR SUSPENSION

13.(1) Subject to the next succeeding subsection, the Sport and Recreation Council may suspend or expel a person who:

(a) contravenes a provision of this Constitution; or

(b) is guilty of conduct that, in the opinion of the Sport and Recreation Council is detrimental to the interests of amateur sport in the University.

(2) Subject to section 22(3) of this Constitution, a member does not have a right of appeal except that the Sport and Recreation Council shall not suspend or expel a member:

(a) unless the member has been informed of the alleged contravention or conduct and has been given an opportunity:

(i) to make an oral representation; or

(ii) submit a written representation,

to the Sport and Recreation Council or a committee of the Sport and Recreation Council showing cause why she/he should not be suspended or expelled; and

(b) except by a resolution at a meeting of the Sport and Recreation Council at which at least two-thirds of the members of the Sport and Recreation Council present vote in favour of the suspension or expulsion.

EFFECT OF CESSATION OF MEMBERSHIP

14. A person who has for any reason ceased to be a member:

(a) is, notwithstanding that she/he has ceased to be a member, liable to pay to the Association all subscriptions payable by her/him up to the date on which she/he ceased to be a member; and

(b) has no claim upon the property of the Association.

MANAGEMENT

15.(1) The management and control of the Association is vested in a Sport and Recreation Council but the Sport and Recreation Council shall not act contrary to a resolution passed at a General Meeting of the Association.

(2) Administration of day to day affairs of the Association and implementation of Sport and Recreation Council decisions shall be undertaken by the Executive Officer.
SPORT AND RECREATION COUNCIL

16.(1) The Sport and Recreation Council shall consist of:

(a) A President
(b) A Vice President
(c) An Executive Officer
(d) A Treasurer
(e) Six other members
(f) A representative of the University Council
(g) A representative of the Students’ Association of the University, if that body so desires
(h) A representative of The Postgraduate and Research Students’ Association Incorporated, if that body so desires.

(2) The Executive Officer may propose motions, may talk for or against any motion, or any matter before Council, but shall not have a vote.

(3) The members of the Sport and Recreation Council other than the representative of the Students' Association, The Postgraduate and Research Students’ Association Incorporated, the University Council and the Executive Officer, shall be financial ordinary members of the Association who have consented in writing to their election and shall be elected by a secret ballot of financial ordinary members held in accordance with the regulations.

(4) The representative of the University Council shall be appointed by the University Council.

(5) The representative of the Students' Association shall be appointed by the Students' Association.

(6) The representative of the Postgraduate and Research Students’ Association Incorporated shall be appointed by the Postgraduate and Research Students’ Association Incorporated.

(7) Except as provided by the next succeeding subsection, the persons who immediately before the time of coming into operation of this Constitution held office as elected members of the Sport and Recreation Council shall, subject to this Constitution, continue to hold office until the next ensuing Annual General Meeting of the Association.

(8) The Sport and Recreation Council may from time to time make regulations, not inconsistent with this Constitution, for, or in relation to the method of election of the elected members of the Sport and Recreation Council.

(9) Regulations made under this section shall be submitted to a General Meeting of the Association and do not have effect until they are approved by such a meeting.
TENURE OF OFFICE

17.(1) Elected members of the Sport and Recreation Council hold office, subject to this Constitution, from the Annual General Meeting of the Association at which they are declared to be elected until the next ensuing Annual General Meeting, but are eligible for re-election.

(2) The representative on the Sport and Recreation Council of the Students' Association holds office, subject to this Constitution, during the pleasure of the Students' Association.

(3) The representative on the Sport and Recreation Council of the University Council holds office, subject to this Constitution, during the pleasure of the University Council.

(4) The representative of the Postgraduate and Research Students' Association Incorporated holds office, subject to this Constitution, during the pleasure of the Postgraduate and Research Students' Association Incorporated.

(5) The Executive Officer holds office subject to this Constitution and the negotiated terms of employment.

REMOVAL

18. An elected member of the Sport and Recreation Council may be removed by a resolution passed at a General Meeting of the Association convened for that purpose by a two-thirds majority of the votes of the financial ordinary members present and voting on the resolution.

VACATION OF OFFICE

19.(1) If an elected member of the Sport and Recreation Council:
   (a) dies;
   (b) being an elected member of the Sport and Recreation Council, ceases to be a financial ordinary member;
   (c) declines to act;
   (d) resigns her/his office;
   (e) is absent, without leave of the Sport and Recreation Council, from two consecutive meetings of the Sport and Recreation Council, her/his office becomes vacant.

(2) If an appointed member of the Sport and Recreation Council:
   (a) dies;
   (b) resigns her/his office;
   (c) terminates their relationship with the University, or
   (d) is absent, without leave of the Sport and Recreation Council, from three consecutive meetings of the Sport and Recreation Council, her/his appointment to the Sport and Recreation Council is deemed to be terminated.
ACTING MEMBERS OF THE SPORT AND RECREATION COUNCIL

20.(1) Subject to the next succeeding subsection, where an elected member of the Sport and Recreation Council is granted leave of absence, ceases to be a member of the Sport and Recreation Council or is for any reason unable to perform the duties of her/his office as such a member of Sport and Recreation Council, the Sport and Recreation Council may appoint a financial ordinary member of the Association, whether a member of the Sport and Recreation Council or not, to act in that office until the period of the leave or absence has expired, another person is elected to that office or the first mentioned member is able to perform those duties, as the case may be.

(2) Where the President of the Sport and Recreation Council is granted leave of absence, ceases to hold office as President or is for any reason unable to perform his duties as President, the Vice President shall, unless she/he is granted leave of absence, cease to hold office as Vice President or is for any reason unable to perform the duties of President, act in the office of President until the period of leave of absence of the President has expired, another person is elected as President or the President is able to perform her/his duties, as the case may be.

AUDITORS

21. The Sport and Recreation Council shall make arrangements for a person who is an auditor determined in accordance with section 74 of the Act to carry out audits of the books and accounts as required by the Act and report on the finances of the Association in each financial year.
POWERS OF THE SPORT AND RECREATION COUNCIL

22.(1) Subject to this section and to any resolution passed at a General Meeting of the Association, the Sport and Recreation Council has, in addition to any other powers conferred upon it by this Constitution, power:

(a) to investigate complaints and grievances, and take such action as it considers necessary in the interests of a member or members of the Association;

(b) to grant affiliation with the Association to any club consisting of members of the Association and to cancel the affiliation of any affiliated club that admits to membership persons who are not members of the Association;

(c) to fine, or cancel or suspend the affiliation of an affiliated club the conduct of which, or of the members of which, is, in the opinion of the Sport and Recreation Council, detrimental to the interests of amateur sport and physical recreation in the University;

(d) to fine, or exclude from membership of any affiliated club in accordance with the regulations of this Constitution, any member who:

   (i) contravenes a provision of this Constitution; or

   (ii) is guilty of conduct that, in the opinion of the Sport and Recreation Council, is detrimental to the interest of amateur sport and physical recreation in the University; or

   (iii) who causes damage to any property under the control of the Association or an affiliated club.

(e) to settle disputes between affiliated sports clubs;

(2) The Sport and Recreation Council shall not cancel or suspend the affiliation of a sports club under paragraph (c) of the last preceding subsection except by resolution at a meeting of the Sport and Recreation Council at which:

(a) an official representative of the club has been given an opportunity of showing cause why the affiliation should not be cancelled or suspended; and

(b) at least two-thirds of the members of the Sport and Recreation Council present vote in favour of the cancellation or suspension.
FUNCTIONS OF THE EXECUTIVE OFFICER

23. The Executive Officer shall:

(1) be the public officer for the purposes of the Act, except that if he/she does not reside in the Australian Capital Territory, the Sport and Recreation Council shall nominate another member who is eligible to be public officer in accordance with the Act.

(2) keep a roll of members of the Association in such form as the Sport and Recreation Council approves;

(3) conduct all correspondence on behalf of the Association;

(4) attend all meetings of the Association and of the Sport and Recreation Council;

(5) keep minutes of those meetings in a book kept for that purpose;

(6) carry out the directions of the Sport and Recreation Council or of a general meeting of the Association;

(7) convene, in accordance with this Constitution, general meetings of the Association and meetings of the Sport and Recreation Council;

(8) carry out such other duties as the Sport and Recreation Council directs; and

(9) under the direction of the Treasurer:

(a) receive and take charge of all moneys belonging to the Association and deal with these moneys in accordance with the Constitution;

(b) make all payments directed to be made by the Sport and Recreation Council;

(c) keep such books records and accounts as is required by the Act;

(d) arrange for the books and accounts to be audited at the end of each financial year of the Association;

(e) present to the annual general meeting of the Association:

(i) a report on the financial position of the Association for the financial year; and

(ii) a statement of the receipts and expenditure of the Association for that financial year; and

(iii) a statement of assets and liabilities of the Association at the end of that financial year; and

(iv) a statement of any mortgages, charges or other securities of any description affecting any property of the Association at the end of that financial year;

(f) maintain an inventory of equipment purchased with the Association funds;

(10) subject to the Act and subject to this Constitution keep in his/her control all records and other documents relating to the Association.
INVESTMENT OF MONEYS

24. The Sport and Recreation Council may deal with or invest the property and moneys of the Association in its discretion.

FINANCIAL YEAR

25. The financial year of the Association begins on the first day of January in each year.

BANK ACCOUNT

26. The Sport and Recreation Council shall open and maintain in the name, and on behalf of the Association, such account or accounts at such bank or banks as the Sport and Recreation Council determine.

FUNDS - SOURCE

27.(1) The funds of the Association shall be derived from membership fees, allocations by the University to the Association and, subject to any resolution passed by the Association in general meeting and subject to section 114 of the Act, such other sources as the Sport and Recreation Council determines.

(2) All moneys received by the Association shall be deposited as soon as practicable and without deduction to the Association's bank account.

(3) The Association shall, as soon as practicable after receiving any money, issue an appropriate receipt.

PAYMENT OUT OF MONEYS

28. Moneys shall not be drawn from an account of the Association except by cheque or order signed by any two of the following:

- Executive Officer
- President
- Vice President
- Treasurer.
SUBSCRIPTIONS

29.(1) There shall be a membership fee payable by:

(i) ordinary members of the Association who are not students of the University;

(ii) associate members; and

(iii) valued club affiliate members.

(2) All membership fees to be applied in each year shall be determined by Sport and Recreation Council.

ANNUAL GENERAL MEETINGS

30. The Annual General Meeting of the Association shall be held during the first term in each year.

NOTICE OF DATE FIXED FOR ANNUAL GENERAL MEETING

31.(1) Subject to the last preceding section, the Sport and Recreation Council shall determine the time and date when, and the place where, the Annual General Meeting of the Association is to be held.

(2) The Executive Officer shall give to each member seven days notice of the time, date and place fixed for the holding of the Annual General Meeting.

NOTICES

32.(1) A Notice required by or under this Constitution to be given to a member of the Association in her/his capacity as such a member may be given by:

- being published in such newspaper or newspapers as the Sport and Recreation Council determines,

- being posted on such notice board or notice boards at the University as the Sport and Recreation Council considers appropriate,

- and / or any other form of electronic communication as the Sport and Recreation Council considers appropriate.

(2) Wherever notice is required by this Constitution, subsection (1) of this section applies.

REPORTS

33.(1) At each Annual General Meeting of the Association:

(a) the minutes of the last preceding annual general meeting and any general meeting held since that meeting will be confirmed;

(b) the President shall present a report signed by two members of the Sport and Recreation Council stating:
(i) the name of each member of the Sport and Recreation Council during the most recently ended financial year and, if different, at the date of the report;
(ii) the principal activities of the Association and any significant change in the nature of those activities during the most recently ended financial year; and
(iii) the net profit or loss of the Association for the most recently ended financial year; and

(c) the Treasurer shall present the report and statements referred to in paragraph 9(e) of section 23 of this Constitution as audited in accordance with section 21 of this Constitution, together with the Auditor’s report on the books and accounts, and on the finances, of the Association during that financial year.

(2) As soon as practicable after each Annual General Meeting, the Sport and Recreation Council shall furnish to the Vice Chancellor of the University a copy of the reports and statements referred to in paragraph (a) and (b) of this section that were presented at that meeting.

BUSINESS AT ANNUAL GENERAL MEETINGS
34.(1) An Annual General Meeting of the Association shall consider such matters as are required by this Constitution to be considered at an Annual General Meeting and may consider any other matter relating to the affairs of the Association.

(2) Notwithstanding subsection (1) of this section notice in writing at least seven days prior to the meeting must be given to the Executive Officer by not less than two members of the Association of any matter other than such matters as required by this Constitution which is to be resolved at an Annual General Meeting.

(3) The Executive Officer shall give to each member not less than seven days notice of any matter or matters of which notice has been given under this section.

SPECIAL GENERAL MEETINGS
35.(1) Where not less than twenty-five members of the Association, by notice in writing given to the Executive Officer, request the Sport and Recreation Council to convene a Special General Meeting of the Association for the purpose of determining the matter or matters specified in this notice, the Sport and Recreation Council shall, subject to section 36 of this Constitution fix a date, time and place for the holding of a Special Meeting of the Association.

(2) The Executive Officer shall give to each member not less than seven days' notice of the date, time and place so fixed and of the matter or matters of which notice has been given under this section.

(3) No matter other than the matter or matters of which notice has been so given shall be considered or transacted at a Special General Meeting held under this section.
GENERAL MEETING CONVENED BY SPORT AND RECREATION COUNCIL

36.(1) Where the Sport and Recreation Council considers it desirable to do so, it may convene a General Meeting of the Association for the purpose of considering a matter or matters that it considers should be determined at a General Meeting of the Association.

(2) Notwithstanding subsection (1) of this section notice in writing at least seven days prior to the meeting must be given to the Executive Officer by not less than two members of the Association of any matter other than such matters as required by this Constitution which is to be resolved at a General Meeting.

(3) The Executive Officer shall give to each member not less than seven days notice of the date, time and place so fixed for the meeting and of the matter or matters of which notice has been given under this section.

(4) No matter other than the matter or matters of which notice has been so given shall be considered or resolved at a General Meeting held under this section.

QUORUM AT GENERAL MEETINGS

37. At a General Meeting of the Association, thirty financial ordinary members of the Association present in person constitutes a quorum. No business shall be transacted at a General Meeting unless a quorum is present.

REPRESENTATION OF CLUBS AT GENERAL MEETINGS

38. Clubs shall send two representatives to all General Meetings of the Association. Clubs failing to do so may be fined up to the greater of:

(a) $200; or

(b) 5% of the Club’s previous year’s financial allocation from the Association, as determined by the Sport and Recreation Council.

PRESIDING AT GENERAL MEETINGS

39.(1) The President shall preside at all General Meetings of the Association at which she/he is present.

(2) If the President is not present at a General Meeting of the Association, the Vice President shall preside at the meeting.

(3) If both the President and the Vice President are not present at a General Meeting of the Association, the ordinary members shall elect one of their number to preside at the meeting.
ADJOURNMENT OF GENERAL MEETINGS

40.(1) If, within half an hour from the time appointed for the holding of a General Meeting of the Association, no quorum is present, the meeting shall stand adjourned to the same day in the next week at the same time and place, or to such other day and at such other time and place as the President may determine, and if at the adjourned meeting no quorum is present within half an hour from the time appointed for the meeting, the members present (being not less than two) shall constitute a quorum.

(2) The person presiding at a General Meeting at which a quorum is present may, with the consent of the majority of members present at the meeting, adjourn the meeting from time to time and place to place, but no business shall be transacted at an adjourned meeting other than the business left unfinished at the meeting at which the adjournment took place.

(3) Where a General Meeting is adjourned for 14 days or more, the Executive Officer shall give notice of the adjourned meeting to each member of the association in accordance with sections 31 and 32 of this Constitution.

(4) Except as provided in subsections (2) and (3), notice of an adjournment of a General Meeting or of the business to be transacted at an adjourned meeting is not required to be given.

(5) At an adjourned General Meeting of the Association, no items of general business shall be considered by the meeting, other than those items of business for which the meeting was adjourned to consider.

VOTING AT GENERAL MEETINGS

41.(1) Subject to this section, each financial ordinary member and honorary life member of the Association, who is present at a General Meeting of the Association is entitled to one vote on each motion put to the meeting.

(2) No member of the Association shall be entitled to vote by proxy.

(3) Subject to this Constitution, a resolution at a General Meeting of the Association shall be determined by a majority of votes of the ordinary members present and voting on the resolution.

(4) A ballot shall be conducted if not less than four financial ordinary members present at a General Meeting of the Association request that a resolution be decided by a ballot. The ballot shall be conducted in such a manner as the majority of the ordinary members present at the meeting direct.

(5) In the event of an equality of votes, the member presiding at a General Meeting of the Association also has a casting vote.
MEETINGS OF THE SPORT AND RECREATION COUNCIL

42.(1) Meetings of the Sport and Recreation Council shall be held at such times and places as the President directs or, in her/his absence, the Vice President directs, but shall be held not less than once in each calendar month from March to November (inclusive) each year.

(2) The Executive Officer shall cause notice to be given to the Sport and Recreation Council of the time and place fixed for each meeting of that Council.

(3) Oral or written notice of a meeting of the Sport and Recreation Council shall be given by the Executive Officer or the President to each member of the Sport and Recreation Council at least 48 hours (or such other period as may be unanimously agreed upon by the members of the Sport and Recreation Council) before the time appointed for the holding of the meeting.

(4) A notice of a meeting of the Sport and Recreation Council shall specify the general nature of the business to be transacted at the meeting and no business other than that business shall be transacted at the meeting, except business which the majority of Sport and Recreation Council members present at the meeting agree to treat as business to be discussed at that meeting.

(5) At a meeting of the Sport and Recreation Council, six members constitute a quorum.

(6) No business shall be transacted by the Sport and Recreation Council unless a quorum is present and if within half an hour after the time appointed for the meeting a quorum is not present the meeting stands adjourned to the same place and at the same hour of the day in the following week.

(7) If at the adjourned meeting a quorum of 6 members is not present within half an hour after the time appointed for the meeting those members present will constitute the quorum and the meeting shall proceed.

(8) Delegation by Sport and Recreation Council to sub-committee:

(a) The Sport and Recreation Council may delegate to 1 or more sub-committees (consisting of such member or members of the Association as the Sport and Recreation Council thinks fit) the exercise of such of the functions of the Sport and Recreation Council as are specified in this Constitution, other than:

(i) this power of delegation; and

(ii) a function which is a function imposed on the Sport and Recreation Council by the Act, by any other law of the Australian Capital Territory, or by resolution of the Association in general meeting.

(b) A function, the exercise of which has been delegated to a sub-committee under this rule may, while the delegation remains unrevoked, be exercised from time to time by the sub-committee in accordance with the terms of the delegation.

(c) A delegation under this rule may be made subject to such conditions or limitations as to the exercise of any function, or as time or circumstances, as may be specified by the Sport and Recreation Council.

(d) Notwithstanding any delegation under this rule, the Sport and Recreation Council may continue to exercise any function delegated.
(e) Any act or thing done or suffered by a sub-committee acting in the exercise of a delegation under this rule has the same force and effect as it would have if it had done or suffered by the Sport and Recreation Council.

(f) The Sport and Recreation Council may revoke wholly or in part any delegation under this section.

(g) A sub-committee may meet and adjourn as it thinks proper.

PRESIDING AT MEETINGS OF THE SPORT AND RECREATION COUNCIL

43.(1) The President, or in her/his absence, the Vice President, shall preside at a meeting of the Sport and Recreation Council.

(2) In the event of the absence of both the President and the Vice President from a meeting of Sport and Recreation Council those present shall elect one of their number to preside at the meeting.

VOTING AT MEETINGS OF THE SPORT AND RECREATION COUNCIL

44.(1) Subject to the next succeeding subsection each member of the Sport and Recreation Council, and any sub-committee appointed by the Sport and Recreation Council, except the Executive Officer, present at a meeting of the Sport and Recreation Council or any sub-committee is entitled to one vote on each motion put to the meeting.

(2) In the event of an equality of votes, the person presiding at the meeting of the Sport and Recreation Council or any sub-committee also has a casting vote.

(3) Subject to section 43(5) of this Constitution, the Sport and Recreation Council may act notwithstanding any vacancy on the Sport and Recreation Council.

(4) Any act or thing suffered, or purported to have been done or suffered, by the Sport and Recreation Council or by the sub-committee appointed by the Sport and Recreation Council, is valid and effectual notwithstanding any defect that may afterwards be discovered in the appointment or qualification of any member of the Sport and Recreation Council or sub-committee.

LIABILITY OF MEMBERS OF THE SPORT AND RECREATION COUNCIL

45.(1) A member of the Sport and Recreation Council is not liable to the Sport and Recreation Council or to the Association:

(a) for any act or omission of another member of the Sport and Recreation Council; or

(b) for any loss or expense incurred by the Sport and Recreation Council unless the loss or expense resulted from her/his own wilful act or default.

(2) The Association shall indemnify and keep indemnified all members of the Sport and Recreation Council against all losses or expenses that they may incur in the performance of their functions and duties as such members.
MEMBERS LIABILITY

46. The liability of a member to contribute towards the payment of the debts and liabilities of the Association or the costs, charges and expenses of the dissolution of the Association is limited to the amount, if any, unpaid by the member in respect of membership to the Association as required by section 29 of this Constitution.

DISSOLUTION

47.(1) The Association shall not be dissolved except by a resolution:

(a) passed in accordance with this section at a General Meeting of the Association convened for that purpose and in accordance with the Act; and

(b) approved by the Council of the University.

(2) A resolution dissolving the Association is of no effect unless three-quarters of the number of financial ordinary members vote in favour of the resolution.

(3) If the Association is dissolved, the property of the Association shall be realised and applied in satisfaction of any debts and liabilities and the costs, charges and expenses of the dissolution.

SURPLUS PROPERTY

48.(1) At a general meeting of the Association, the Association shall pass a resolution:

(a) passed by a three-quarters majority of the members entitled to vote and present, being a meeting of which at least 21 days notice, accompanied by notice of intention to propose the resolution as a special resolution, has been given to the members; and

(b) approved by the Council of the University,

to nominate another association for the purpose of paragraph 92(1)(a) of the Act or a fund, authority or institution for the purpose of paragraph 92(1)(b) of the Act in which it is to vest any surplus property in the event of dissolution.

(2) An association nominated under subsection (1)(a) must fulfil the requirements specified in subsection 92(2) of the Act.

ALTERATION OF CONSTITUTION

49. The Constitution may be amended by a resolution:

(a) passed by a three-quarters majority of the members entitled to vote and present at a General Meeting of the Association convened for that purpose being a meeting of which at least 21 days’ notice, accompanied by notice of intention to propose the resolution as a special resolution, has been given to the members of the Association; and

(b) approved by the Council of the University.
COMMENCEMENT

50. This Constitution shall come into operation at the time at which it is approved by the Council of the University.

COMMON SEAL

51.(1) The common seal of the Association shall be kept in the custody of the Executive Officer.

(2) The common seal shall not be affixed to any instrument except by the authority of the Sport and Recreation Council and the affixing of the common seal shall be attested by the signatures of any two of the following: Executive Officer, President, Vice President, Treasurer.

INSPECTION OF BOOKS

52. The records, books and other documents of the Association shall be open to inspection at a place in the Australian Capital Territory, free of charge, by a financial member of the Association at any reasonable hour.
CONSTITUTION

of the

ANU SPORT AND RECREATION ASSOCIATION

2018
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PART I: ANU SPORT AND RECREATION ASSOCIATION CONSTITUTION

1. INTRODUCTION

1.1. The name of the Association is “The Australian National University Sport and Recreation Association Incorporated” (“Association”).

1.2. This Constitution has effect from the time at which it is approved by the Council of the University.

1.3. The Constitution may only be amended by a resolution:
   a) at a special general meeting passed by a three-quarters majority of the Members entitled to vote and present at a general meeting of the Association convened for that purpose, being a meeting of which at least 21 days’ notice, accompanied by notice of intention to propose the resolution as a special resolution, has been given to the Members of the organisation; and
   b) approved by the Council of the University.

2. INTERPRETATION

Definitions

2.1. In this Constitution, unless the contrary intention appears:

   “Act” means the Associations Incorporation Act 1991 (ACT).

   “Association” means The Australian National University Sport and Recreation Association Incorporated ABN 97 944 298.

   “Board” means the Board of the Association.

   “Chief Executive Officer” means the Chief Executive Officer of the Association.

   “Club” means a club affiliated with the Association pursuant to clause 16.
“Club Handbook” means the document published by the Association from time to time including information for Clubs and requirements of affiliation with the Association.

“elected or appointed member of the Sport and Recreation Board” means a member of the Sport and Recreation Board other than the Chief Executive Officer.

“financial year” means the period 1 January to 31 December.

“Member” and Membership have the meaning set out in clauses 7, 8, 9 and 12.

“Objects” has the meaning given to it in clause 3.

“register” means the register of Members of the Association.

“regulations” means regulations made by the Sport and Recreation Board pursuant to clause 17.1b).

“University” means the Australian National University.

Interpretation

2.2. The provisions of the Legislation Act 2001 (ACT) (or its substitute) apply to and in respect of this Constitution in the same manner as those provisions would apply if this Constitution were an instrument made under that Act.

2.3. If any provision of this Constitution or any phrase contained in it is invalid or unenforceable, the phrase or provision is to be read down if possible, so as to be valid and enforceable, and otherwise shall be severed to the extent of the invalidity or unenforceability, without affecting the remaining provisions of this Constitution.

2.4. Model rules under the Act are expressly displaced by this Constitution.
PART II: THE ASSOCIATION

3. OBJECTS

3.1. The objects of the Association are to:
   a) further the interests of sport, physical recreation and wellbeing among student and 
      other Members, Clubs and the wider community;
   b) provide sporting and recreation facilities for student and other Members, Clubs and 
      the wider community; and
   c) organise and facilitate sporting and recreational activities for student and other 
      Members, Clubs and the wider community.

4. POWERS OF THE ASSOCIATION

4.1. Subject to the legal capacity and powers afforded by the Act, the Association has power 
      to do all things incidental or conducive to further the Objects.

4.2. Without limiting the generality of clause 4.1, the Association may:
   a) acquire, hold and dispose of real or personal property;
   b) open and operate accounts with financial institutions;
   c) deal with and invest its property and money;
   d) raise and borrow money on any terms and in any manner as it thinks fit (including 
      by accepting donations or sponsorship);
   e) secure the repayment of money raised or borrowed, or the payment of a debt or 
      liability;
   f) appoint agents to transact business on its behalf;
   g) enter into any other contract it considers necessary or desirable;
   h) affiliate clubs from time to time pursuant to clause 16;
   i) make loans and grants of money and equipment to Clubs;
   j) employ staff and appoint a salaried Chief Executive Officer whose functions are to 
      be in accordance with this Constitution and any negotiated terms of employment;
k) confer on any person whom it considers has performed meritorious service to the Association such honours and privileges as it thinks appropriate; and

l) take such other action as it thinks necessary in the interest of sport, physical recreation and wellbeing related pursuits within the University and the community.

5. DISSOLUTION

5.1. The Association shall only be dissolved by a resolution:
   a) at a special general meeting passed by three-quarters majority of the number of the members entitled to vote and present being a meeting of which at least 21 days’ notice, accompanied by notice of intention to propose the resolution as a special resolution, has been given to the members; and
   b) approved by the Council of the University.

5.2. If the Association is dissolved, the property of the Association shall be realised and applied in satisfaction of any debts and liabilities and the costs, charges and expenses of the dissolution.

6. SURPLUS PROPERTY

6.1. At a special general meeting of the Association, the Association shall pass a resolution:
   a) passed by a three-quarters majority of the members entitled to vote and present, being a meeting of which at least 21 days’ notice, accompanied by notice of intention to propose the resolution as a special resolution, has been given to the members; and approved by the Council of the University,
   b) to nominate another association for the purpose of section 92(1)(a) of the Act or a fund, authority or institution for the purpose of section 92(1)(b) of the Act in which it is to vest any surplus property in the event of a dissolution.

6.2. An association nominated under clause 6.1 must fulfil the requirements specified in section 92(2) of the Act.
PART III: MEMBERSHIP OF AND AFFILIATION TO THE ASSOCIATION

7. MEMBERSHIP – INDIVIDUALS

7.1. The Members of the Association are the persons who:
   a) immediately before the time of coming into operation of this Constitution, were Members; or
   b) after that time, are admitted as Members in accordance with this Constitution and have not ceased to be Members.

8. CATEGORIES OF MEMBERSHIP

8.1. There are 3 categories of Membership.
   a) Student Membership - all persons enrolled as an undergraduate or postgraduate student of the University are eligible for Student Membership;
   b) Associate Membership - the following persons are eligible for Associate Membership:
      i) alumni of the University;
      ii) a graduate of a registered higher education provider listed on the Tertiary Education Quality and Standards Agency's National Register or any successor body recognised by the University;
      iii) staff of the University;
      iv) staff of other organisations whose place of employment is at the University campus within the Australian Capital Territory;
      v) Club coaches; and
      vi) someone whom (or a class of persons whom) is (or are) not eligible for admission under the Student Membership category but, in the opinion and at the discretion of the Board, would be a suitable Member (or Members) of the Association; and
   c) Life Membership - a person who has rendered distinguished services to the Association and has been so designated by the Association from time to time.
9. ADMISSION FOR MEMBERSHIP

Student Membership

9.1. All persons enrolled as an undergraduate or postgraduate student of the University are automatically Student Members of the Association. Such persons do not need to apply for admission.

a) If a Student Member has resigned their Membership and subsequently wishes to renew their Membership, the student must apply in writing to the Association with documentation evidencing their current enrolment as an undergraduate or postgraduate student of the University. Where the Association is satisfied that the person is eligible for admission, the person shall become a Student Member of the Association.

Associate Membership

9.2. A person who is eligible for admission as an Associate Member under a category listed in clause 8.1.b)i) to 8.1.b)v) may apply in writing to the Association for admission each year. Upon payment of the annual Membership fee set by the Board from time to time pursuant to clause 10.1, and where the Association is satisfied that the person is eligible for admission, the person shall become an Associate Member of the Association.

9.3. A person (or class of persons) who is (or are) not otherwise eligible for admission under an Associate Member category listed in clause 8.1.b)i) to 8.1.b)v) may apply in writing to the Board for admission each year. The person (or class of persons) must include in their application a statement evidencing their suitability for Membership by describing how that person (or class of persons) would contribute to the Association. Pursuant to clause 8.1.b)vi), if the Board is satisfied that the person (or class of persons) would be a suitable Member (or Members) of the Association, the Board may, in its discretion, admit that person (or class of persons) under the Associate Membership category.
Life Membership

9.4. A person who has rendered distinguished services to the Association may, by a resolution passed by a two-thirds majority of Members present and voting at the annual general meeting, be appointed as a Life Member of the Association.
   a) The Board must make a recommendation that the person be so appointed at least 14 days prior to the annual general meeting.

9.5. The Chief Executive Officer will keep and maintain a register of Members, as required under the Act.

10. MEMBERSHIP FEES

10.1. Associate Members must pay an annual Membership fee as determined by the Board from time to time.

10.2. Any Member who has not paid all monies due and payable to the Association will have all rights under this Constitution immediately suspended from the expiry of the time prescribed for payment of those monies. Such rights will be suspended until the monies are fully paid or earlier at the Board’s discretion.

11. RIGHTS OF MEMBERS

11.1. Each Member of the Association is eligible to attend, speak and is entitled to 1 vote at any general meeting or in any election of the Association.

11.2. The right, privilege or obligation which a person has by reason of being a Member:
   a) is not capable of being transferred or transmitted to another person; and
   b) terminates upon cessation of the person’s Membership.
12. CESSATION AND RESIGNATION OF MEMBERSHIP

12.1. A person ceases to be a member of the Association if the person:
   a) dies;
   b) resigns from Membership by giving written notice to the Chief Executive Officer;
   c) is expelled from Membership pursuant to clause 14;
   d) had an Associate Membership and fails to renew their Membership or pay the annual Membership fee pursuant to clause 10.1; or
   e) had a Student Membership and ceases to be a student of the University. For clarity, it is open for that person to apply for Associate Membership if they meet one of the eligibility requirements under clause 8.1.b).

12.2. Where a person ceases to be a Member, the Chief Executive Officer shall make an appropriate entry in the register recording the date of which that person ceased to be a Member.

13. LIABILITY OF MEMBERS

13.1 The liability of a Member to contribute towards the payment of the debts and liabilities of the Association or the costs, changes and expenses of the dissolution of the Association is limited to the amount, if any, unpaid by the Member in respect of annual Membership fees and all outstanding monies (if any) payable by them to the Association.

13.2 A person who has ceased to be a Member, notwithstanding that they have ceased to be a Member:
   a) is liable to pay to the Association all monies payable by them up to the date on which they ceased to be a Member; and
   b) has no claim upon the property of the Association.

14. DISCIPLINARY ACTION / EXPULSION

14.1 The Association may take disciplinary action against a Member where the Board determines that the Member has done any one or more of the following:
Constitution of the Australian National University Sport and Recreation Association

14. Before disciplinary action is taken against a Member, the Chief Executive Officer must give to the Member at least 14 days’ written notice:

a) stating that the Association proposes to take disciplinary action against the Member;

b) stating the grounds for the proposed disciplinary action;

c) stating the date, place and time of a meeting with the Board (or any disciplinary Committee the Board appoints for this purpose) (“Disciplinary Meeting”);

d) informing the Member that the Member may attend and speak at the Disciplinary Meeting and submit a written statement to the Chief Executive Officer at least 3 days prior to that meeting; and

e) setting out the Member’s appeal rights under clause 15.

14.3 At a Disciplinary Meeting, the Board (or Committee) must:

a) give the Member an opportunity to be heard; and

b) consider any written statement submitted by the Member.

14.4 After conducting the Disciplinary Meeting, the Board (or Committee) may decide to:

a) take no further action against the Member;

b) suspend all or some of the Membership rights of the Member for a specified period;

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15. RIGHT OF APPEAL OF DISCIPLINED MEMBER

15.1 A person whose membership rights have been suspended or who has been expelled from the Association pursuant to clause 14.4 may give notice to the Chief Executive Officer within 14 days after the Decision was communicated to them, that he or she wishes to appeal against the suspension or expulsion.

15.2 If a person has given notice pursuant to clause 15.1, a general meeting must be convened as soon as practicable. Notice of the meeting must be given to all Members of the Association and must specify:
   a) the date, time and place of the meeting;
   b) the name of the person against whom the disciplinary action has been taken;
   c) the grounds for taking that action; and
   d) that at the meeting, the Members present must vote on whether the decision to suspend or expel to the person should be upheld or revoked.

15.3 At a general meeting convened under clause 15.2:
   a) no business other than the question of the appeal may be conducted;
   b) a member of the Board (or Committee) must state the grounds for suspending or expelling the member and the reasons for taking that action; and
   c) the person whose membership rights have been suspended or who has been expelled must be given an opportunity to be heard; and
   d) the Members present must vote by secret ballot on the question of whether the decision to suspend or expel the person should be upheld or revoked. The decision is upheld if at least two-thirds of the Members vote in favour of the decision.

16. CLUBS

Affiliation of Clubs

16.1 An entity which is a representative of, and controlling authority for, a sport or recreational activity within the University may apply to the Board to become an affiliated Club.
16.2 All clubs must supply the following documentation to the Board:
   a) a current copy of the Club constitution;
   b) all current rules and policies of the club; and
   c) membership lists.

16.3 At its discretion, the Board may recognise that entity as an affiliated Club.

**Responsibilities of Clubs**

16.4 Each Club shall:
   a) provide the Association with copies of its annual financial statements, annual report and associated documents as presented to its members within 30 days of the Club’s annual general meeting;
   b) adopt in principle the Objects, and adopt rules which are, to the extent permitted or required by the Act, generally in conformity with this Constitution;
   c) act in good faith and loyalty to ensure the maintenance and enhancement of the Association, its standards, quality and reputation for the collective and mutual benefits of the Members;
   d) at all times operate with, and promote, mutual trust and confidence between the Association and the Members in pursuit of the Objects;
   e) provide a Club update for the Annual Report by 31 December each year; and
   f) pay the annual fees and levies, if applicable, to the Association.

16.5 The basis of, time for and manner of payment of Club annual fees and levies will be determined by the Board from time to time.

16.6 Any Club which has not paid all monies due and payable to the Association will (subject to the Board’s discretion) have all rights under this Constitution immediately suspended from the expiry of the time prescribed for payment of those monies. Such rights will be suspended until the monies are fully paid or earlier at the Board’s discretion.
Fining Clubs and Cancellation of Affiliation

16.7 The Board may fine a Club if the Club or 1 of its members contravenes this Constitution or the Association’s Disciplinary Policy as published and amended by the Board from time to time.

16.8 The Board may cancel the affiliation of any Club if:
   a) it is wound up;
   b) it withdraws its intention to be affiliated by providing written notice to the Chief Executive Officer;
   c) it admits to its membership, without written permission of the Chief Executive Officer, 1 or more persons who are not Members of the Association;
   d) it fails to meet the requirements of Club affiliation as set out in the Club Handbook;
   e) the conduct of its members or the Club, in the opinion of the Board, is detrimental to the interests of the Objects of the Association.

where:
   f) an official representative of the Club has been given an opportunity of showing cause why the affiliation of the Club should not be cancelled; and
   g) at least two-thirds of the members of the Board present vote in favour of the cancellation.

Liability of Clubs

16.9 The liability of an affiliated Club to contribute towards the payment of the debts and liabilities of the Association or the costs, changes and expenses of the dissolution of the Association is limited to the amount, if any, unpaid by the affiliated Club in respect of annual fees payable under clause 16.4f) and all outstanding monies (if any) payable by it to the Association.

16.10 A club which has ceased to be an affiliated Club is, notwithstanding that it has ceased to be an affiliated Club:
   a) liable to pay to the Association all monies payable by it up to the date on which it ceased to be an affiliated Club, and
   b) has no claim upon the property of the Association.
PART IV: GOVERNANCE

17. ROLE OF THE BOARD

17.1 The Board, subject to the Act, this Constitution, or any regulations:
   a) controls the affairs of the Association;
   b) may make, approve, adopt, interpret and amend, from time to time, such
      regulations consistent with this Constitution as for the proper advancement,
      management and administration of the Association;
   c) may exercise all functions that may be exercised by the Association other than
      those functions that are required by this Constitution to be exercised by the
      Association in general meeting;
   d) has power to delegate to Committees and individuals subject to clause 25; and
   e) has power to perform all acts and do all things that appear to the Board to be
      necessary or desirable for the proper management of the affairs of the
      Association.

18. BOARD COMPOSITION

18.1 The Association’s Board shall consist of the following positions, being in total no less
   than 6 and no more than 10:
   a) 6 positions for elected Board members1;
   b) up to 3 positions to be appointed by the Board in its discretion;
   c) 1 position to be appointed by the University in its discretion;

19. ELECTION AND APPOINTMENT TO THE BOARD

19.1 To be eligible for election or appointment to the Board, a person must:
   a) be an individual;

1 Note: pursuant to clause 20.3, attempts will be made to elect 3 of these positions in 2020
   (and subsequent even years) and elect the other 3 positions in 2021 (and subsequent
   odd years). However, as envisaged by clause 21.3, if an elected Board member
   vacates their office before the expiry of their term, that position will be open for election
   at the next general meeting.
b) be at least 18 years old;

c) not be an employee of the Association. However, an employee of the Association who is also a Student Member is eligible for election or appointment to the Board; and

d) not otherwise be ineligible or disqualified from holding office under the Act,

and to be eligible for election (but not appointment) a person must be a Member of the Association and a member of at least 1 of the following:

e) an affiliated Club; or

f) the Association’s gym; or

g) a program run by the Association.

Appointment

19.2 Subject to clause 19.3, the Board may, in its discretion, appoint up to 3 Board members as and when it determines, and need not appoint any members.

19.3 If at any time there are less than 2 elected Board members that are Student Members, the Board must take reasonable measures to appoint up to 3 Student Members to the Board.

19.4 Any appointed members of the Board may have specific skills in governance, audit, risk management, finance, marketing, law or business generally or qualities which supplement the skills, outlook and diversity of the Board, including addressing gender equity and student representation.

19.5 If at any time an appointed member of the Board ceases to meet the criteria or skills for which they were appointed, the Board may, in its discretion, terminate the office of that member and their position becomes vacant.

Election

19.6 Nominations of candidates for election as Board members of the Association must be:

a) made in writing, signed by 2 Members of the Association and accompanied by the written consent of the candidate; and
b) given to the Chief Executive Officer at least 28 days before the annual general meeting at which the election is to take place; or

c) in the case of nominations made at the annual general meeting because of insufficient nominations prior to the annual general meeting – seconded by 2 Members of the Association present at the meeting and the verbal consent of the candidate.

19.7 If the number of nominations received is equal to the number of positions on the Board to be filled by election, the candidates nominated are taken to be elected, subject to ratification at the annual general meeting.

19.8 If the number of nominations received is greater than the number of positions on the Board to be filled by election, a secret ballot to elect the number of positions on the Board must be held prior to the annual general meeting in accordance with the election regulations set by the Board and updated from time to time.

19.9 If the number of nominations received is less than the number of positions on the Board to be filled by election:

   a) the candidates who nominated are taken to be elected, subject to ratification at the annual general meeting; and

   b) further nominations may be received at the annual general meeting.

19.10 If the number of nominations received at the annual general meeting pursuant to clause 19.9b) is:

   a) equal to the number of positions on the Board to be filled by election, the candidates who nominate are taken to be elected, subject to ratification at the annual general meeting;

   b) greater than the number of positions on the Board to be filled by election, a secret ballot to elect the number of positions on the Board must be held at the annual general meeting in accordance with the election regulations set by the Board and updated from time to time; and

   c) less than the number of positions on the Board to be filled by election:

      i) the candidates who nominate are taken to be elected, subject to ratification at the annual general meeting; and
i) the remaining positions are taken to be vacancies, which the Board may, in its discretion, fill by appointment.

19.11 A person is not eligible to simultaneously hold more than 1 position on the Board.

20. TENURE OF OFFICE ON THE BOARD

20.1 For this clause 20, a term of office:
   a) for an elected Board member, runs from the declaration of a person’s election at an annual general meeting until the declaration of election results at the second annual general meeting following their election; and
   b) for an appointed Board member, runs from the date of a person’s appointment by the Board until the next annual general meeting.

20.2 Members of the Board who, immediately before the coming into operation of this Constitution, held office as an elected or appointed member of the Board will continue to hold office until the 2019 annual general meeting.

Elected members

20.3 Elected Board members shall hold their position for a period of 2 years, with 3 elected members vacating their position in an even year, and the 3 other elected Board members vacating their position in an odd year.

20.4 Notwithstanding anything in this clause 20, for the purposes of transition, for the 2019 annual general meeting, 3 elected positions will be for a period of 1 year, and 3 elected positions will be for a period of 2 years, as decided by the Board in its first meeting following the 2019 annual general meeting. For clarity, for the annual general meetings in 2020 and subsequent years, all 6 elected positions will be for a period of 2 years.
20.5 From the 2019 annual general meeting, an elected member is eligible for re-election for a maximum of 2 further consecutive terms of 2 years. For clarity:
   a) a member initially elected for 2 years is eligible for re-election for 2 further consecutive terms of 2 years, and therefore can serve a maximum of 6 consecutive years as an elected member of the Board; and
   b) a member elected in 2019 for a period of 1 year is eligible for re-election for 2 further consecutive terms of 2 years, and therefore can serve a maximum of 5 consecutive years as an elected member of the Board.

20.6 Where a person is ineligible to stand for election by virtue of clause 20.5, the person will become eligible again at the annual general meeting 1 year after the expiration of the person’s third term.

20.7 Notwithstanding clause 20.6, the Board may pass a resolution to extend a person’s maximum term by 1 further 2-year term if at least two-thirds of the members of the Board present at a Board meeting vote in favour of such an extension.

Appointed Members

20.8 Appointed Board members shall hold their position from the date of their appointment by the Board until the next annual general meeting. For clarity, that appointed Board member may be eligible for re-appointment or election at the next annual general meeting if they meet the eligibility requirements pursuant to clause 19.1.

21. VACATION OF OFFICE ON THE BOARD

21.1 If a member of the Board:
   a) dies;
   b) ceases to be a financial member;
   c) resigns their office;
   d) becomes disqualified from managing corporations under Part 2D.6 of the Corporations Act 2001 (Cth); or
e) subject to section 50 of the Act, is removed by a resolution passed at a general meeting of the Association convened for that purpose by a two-thirds majority of the votes of Members present and voting, their office ends and their position becomes vacant.

21.2 If:
   a) a member of the Board is absent from 2 consecutive meetings of the Board without leave of absence granted by the Board; or
   b) an appointed member of the Board ceases to meet the criteria or skills for which they were appointed, the Board may, in its discretion, terminate the office of that member and their position becomes vacant.

21.3 In the event of a vacancy occurring, then the remaining members of the Board may appoint a person to fill the vacant position until the next annual general meeting. If the vacancy was held by an elected member, then at the next annual general meeting that position will be open for election.

22. LIABILITY OF MEMBERS OF THE BOARD

22.1 A member of the Board is not liable to the Board or to the Association:
   a) for any act or omission of another member of the Board; or
   b) for any loss or expense incurred by the Board unless the loss or expense resulted from the Board member's own wilful act or default.

22.2 The Association indemnifies and will keep indemnified all members of the Board against all liability (except legal costs) and all reasonable losses or expenses incurred in the performance of their functions and duties as Board members.

22.3 The amounts referred to in clause 22.2 are not payable to the extent that they are due to the fraud, negligence or wilful default of a Board member.
23. MEETINGS OF THE BOARD

Time and place
23.1 Meetings of the Board will be held at such times and places as the President directs or, in the President's absence, as the Vice President directs, but must be held at least 6 times per calendar year.

Method of meeting
23.2 A Board meeting can be held in person, by telephone, audio-visual linkup or using any technology consented to by all the Board members before or during the relevant meeting.

23.3 Any consent under clause 23.2 may be a standing consent and may only be withdrawn by a member of the Board within a reasonable period before a meeting commences.

23.4 A Board member is regarded as present at a Board meeting where the member is able to clearly and simultaneously communicate with each other.

23.5 A Board meeting conducted by telephone, audio-visual linkup or other technology will be deemed to be held at the place agreed on by the members attending that meeting provided at least 1 of the members present at the meeting was at that place for the duration of the meeting.

23.6 A hardcopy or electronic copy of a document which is in the possession of or has been seen by all members attending the Board meeting before or at the time of the meeting is deemed to a be a document tabled at that meeting.

Notice of meeting
23.7 Written notice of a meeting of the Board shall be given by the Chief Executive Officer to each member of the Board at least 7 days before the time appointed for the holding of the meeting, or such other period as may be unanimously agreed upon by the members of the Board.
Election of President, Vice President and Treasurer

23.8 At the first meeting of the Board following the annual general meeting, the members of the Board will elect from among them a President, Vice President and Treasurer for the period until the next annual general meeting.

Presiding Member

23.9 The President (or in the President’s absence, the Vice President) shall preside at each meeting of the Board.

23.10 If both the President and Vice President are absent from a Board meeting, the other members of the Board shall elect 1 of their number to preside at the meeting.

Business

23.11 Subject to this Constitution, the Board members may adjourn and otherwise regulate Board meetings as they think fit.

23.12 A notice of a meeting of the Board shall specify the general nature of the business to be transacted at the meeting and no business other than that business shall be transacted at the meeting, except business which the majority of the Board members present at the meeting agree to treat as business to be discussed at the meeting.

Quorum

23.13 Subject to clause 23.13(a), at a meeting of the Board, 4 members including at least one Student Member constitutes a quorum.

   a) If a quorum is present at the beginning of the meeting and one or more Student Member(s) subsequently vacate(s) the meeting so that there is no longer a Student Member of the Board present, the quorum requirement for any subsequent item(s) of business no longer requires a Student Member to be present (but still requires 4 Board members to be present).

23.14 No business shall be transacted by the Board unless a quorum is present and if 30 minutes after the time appointed for the meeting a quorum is not present, the meeting
will be adjourned to the same place, date and time of the day in the following week, or to such other day and such other time as the Presiding member may determine.

24. VOTING AT MEETINGS OF THE BOARD

24.1 Subject to clause 24.2 each member of the Board, present at a meeting of the Board is entitled to 1 vote on each motion put to the meeting. For clarity, the Chief Executive Officer, if attending a Board meeting, does not have the power to vote.

24.2 In the event of an equality of votes, the person presiding at the meeting of the Board also has a casting vote.

24.3 Any act or thing done or suffered, or purported to have been done or suffered, by the Board is valid and effectual notwithstanding any defect that may afterwards be discovered in the appointment or qualification of any member of the Board.

25. DELEGATION BY THE BOARD TO A COMMITTEE OR INDIVIDUAL

25.1 The Board may, by instrument in writing, establish any number of Committees to advise and assist it in exercising its functions, comprised of such members as it thinks fit (including people who are not Members).

25.2 The Board may delegate such functions of the Board to any number of Committees or individuals as specified in the written instrument, other than:
   a) this power of delegation; and
   b) the power to make payments on behalf of the Association without express written authority from the Board.

25.3 A delegation may be made subject to any conditions or limitations as to its exercise as specified by the Board.

25.4 Any function delegated to a Committee under this clause 25 that remains unrevoked must, if exercised, be exercised in accordance with the terms of the delegation.
25.5 Notwithstanding any delegation under this clause, the Board may continue to exercise any function so delegated and any decision by the Board overrides a decision by a delegated Committee.

25.6 Any act or thing done or suffered by a Committee acting in the exercise of a delegation under this clause 25 has the same force and effect as it would have if it had been done or suffered by the Board, notwithstanding any defect that may afterwards be discovered in the appointment or qualification of any member of the Committee.

25.7 The Board may, by instrument in writing, revoke or vary, wholly or in part, any delegation under this clause.

26. MANAGEMENT - CHIEF EXECUTIVE OFFICER

26.1 Administration of day to day affairs of the Association and implementation of Board decisions will be undertaken by the Chief Executive Officer and staff.

26.2 The Chief Executive Officer shall:
   a) be employed by the Association;
   b) carry out the functions and duties as set out in the employment contract with the Association;
   c) be the public officer for the purposes of the Act, except that if the Chief Executive Officer does not reside in the Australian Capital Territory, the Board will nominate another member who is eligible to be public officer in accordance with the Act; and
   d) keep in their control all records and other documents relating to the Association.

26.3 The Chief Executive Officer may, at the discretion of the Board, attend Board meetings as an ex-officio non-voting member.
PART V: MEETINGS OF MEMBERS

27. ANNUAL GENERAL MEETING

27.1 The annual general meeting of the Association shall be held on or before 31 May each year and at a time and place that is accessible to the Members as determined by the Board.

27.2 The Chief Executive Officer shall give the Members 14 days’ notice of the time, date and place fixed for the holding of the annual general meeting.

Reports

27.3 At each annual general meeting:
   a) Members must vote to confirm the minutes of the last annual general meeting and any general meeting held since that meeting;
   b) the President must present a report signed by 2 members of the Board stating:
      i) the name of each member of the Board at the date of the report;
      ii) the principal activities of the Association and any significant change in the nature of those activities during the most recently ended financial year; and
      iii) the net profit or loss of the Association for the most recently ended financial year;
   c) the Association must present the report and statements referred to in clause 27.3b) of this Constitution as audited in accordance with clause 34 of this Constitution, together with the Auditor's report on the books and accounts, and on the finances, of the Association during that financial year; and
   d) Members must elect 6 members of the Board subject to the process set out in clause 19.

Copy of reports to go to Vice Chancellor

27.4 As soon as practicable after each annual general meeting, the Board must furnish to the Vice Chancellor of the University a copy of the reports and statements referred to in clause 27.3b) that were presented at that meeting.
Business

27.5 An annual general meeting will consider such matters set out in clause 27.3 and may consider any other matters relating to the affairs of the Association.

27.6 Any additional matter to be resolved at an annual general meeting must be notified to the Chief Executive Officer at least 10 days prior to the annual general meeting by not less than 2 Members.

27.7 The Chief Executive Officer must give the Members no less than 7 days' notice of any additional matter or matters other than the matters set out in clause 27.3 to be resolved at an annual general meeting.

28. NOTICES

28.1 A Notice required by or under this Constitution to be given to a Member of the Association may be given by any number of the following:
   a) any form of electronic communication;
   b) being posted on a notice board on the University campus in the Australian Capital Territory;
   c) being published in a newspaper, as the Board considers appropriate.

29. GENERAL MEETINGS

29.1 In addition to the annual general meeting, a general meeting of the Association may be called by:
   a) at least 25 Members, by giving notice in writing given to the Chief Executive Officer, request the Board to convene a general meeting of the Association for the purpose of determining the matter or matters specified in that notice; or
   b) the Board.

29.2 If a general meeting of the Association is called, the Board must, fix a date, time and place for the holding of the general meeting.
29.3 Subject to clauses 1.3, 5.1 and 6.1 (special general meetings), the Chief Executive Officer must give the Members at least 7 days' notice of the date, time and place of any ordinary general meeting convened and of the matter or matters to be determined at that meeting.

29.4 No matter other than the matter or matters of which notice has been given will be considered or transacted at a general meeting.

30. QUORUM AT MEETINGS OF MEMBERS

30.1 At an annual general meeting or special general meeting of the Association, 25 financial members of the Association present in person constitutes a quorum.

30.2 No business shall be transacted at an annual general meeting or general meeting unless a quorum is present.

31. PRESIDING AT MEETINGS OF MEMBERS

31.1 The President, or in the absence of the President, the Vice-President, shall preside at each annual general meeting and general meeting.

31.2 If both the President and Vice-President are absent from an annual general meeting or general meeting, the financial members shall elect 1 of their number to preside at the meeting.

32. ADJOURNMENT OF MEETINGS OF MEMBERS

32.1 If, within half an hour from the time appointed for the holding of an annual general meeting or general meeting, a quorum is not present, the meeting will be adjourned to the same day in the next week at the same time and place or to such other day, time and place as the Association provides notice. If at the adjourned meeting a quorum is not present within half an hour after the time appointed for the meeting, the Members present (being not less than 10) shall constitute a quorum.
32.2 The person presiding at an annual general meeting or general meeting at which a quorum is present may, with the consent of the majority of members present at the meeting, adjourn the meeting from time to time and place to place.

32.3 Notice in accordance with clause 27.2 or 29.3 of this Constitution is not required for an adjournment of a meeting of Members except where the meeting is adjourned for 14 days or more.

32.4 At an adjourned annual general meeting or general meeting of the Association, no items of general business shall be considered at the meeting, other than those items of business for which the meeting was adjourned to consider.

33. VOTING AT GENERAL MEETINGS

33.1 Subject to this Constitution, a resolution at an annual general meeting or general meeting of the Association shall be determined by a majority of votes by a show of hands of the Members present and voting on the resolution.

33.2 A ballot shall be conducted if at least 4 financial members present request that a resolution be decided by a ballot. The ballot shall be conducted in such a manner as the person presiding directs.

33.3 In the event of an equality of votes, the person presiding at the annual general meeting or general meeting also has a casting vote.
PART VI: FINANCES

34. AUDITORS

34.1 The Board shall make arrangements for a person who is an auditor and who satisfies the requirements of section 74 of the Act to:
   a) carry out audits of the books and accounts as required by the Act; and
   b) report on the finances of the Association in each financial year.

35. FUNDS

35.1 Subject to section 114 of the Act and solely for furthering the Objects of the Association, the funds of the Association shall be derived from:
   a) allocations by the University to the Association;
   b) fees, levies and annual membership fees;
   c) grants, sponsorships and donations (including donations of funds and in-kind donations);
   d) income from rent and investments;
   e) fundraising activities conducted by the Association, Clubs or Members; and
   f) such other sources as the Board determines.

35.2 All money received by the Association must be deposited as soon as practicable into the Association’s bank account.

35.3 The Association must, as soon as practicable after receiving any money, issue an appropriate receipt.

35.4
   a) Subject to any resolution passed by the Association in a general meeting, the funds of the Association shall only be used to further the Objects of the Association in such a manner as the Board determines.

   b) The assets and income of Association shall be applied solely in furtherance of the Objects outlined in clause 3 and no portion shall be distributed directly or indirectly.
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to the members of the Association except as bona fide compensation for services rendered or expenses incurred on behalf of the Association.

c) Subject to the Act, this constitution, or any regulations, the funds of the Association may be used for the Objects of the Association in the way the Board decides.

35.5 The Association shall maintain proper accounting records of all its financial transactions including accurate and up to date records of all income and expenditure and all moneys owed to or by the Association.

35.6 All cheques, drafts, bills of exchange, promissory notes and other negotiable instruments shall be signed in accordance with the regulations made pursuant to clause 17.1b).

36. PAYMENT OUT OF MONEYS

36.1 Payments (by cheque, electronic funds transfer or otherwise) made on behalf of the Association must be authorised by signature by any 2 of the following:
   a) Chief Executive Officer;
   b) President;
   c) Vice President; and
   d) Treasurer,
   or as otherwise delegated in writing by the Board to the Chief Executive Officer.

37. COMMON SEAL

37.1 The common seal of the Association shall be kept in the custody of the Chief Executive Officer.

37.2 The common seal shall not be affixed to any instrument except by the authority of the Board and the affixing of the common seal shall be attested by the signatures of any 2 of the following: Chief Executive Officer, President, Vice President or Treasurer.
38. INSPECTION OF BOOKS

38.1 If reasonably requested by a Member, the records, books and other documents of the Association must be made open to inspection at a place in the Australian Capital Territory, free of charge, to a Member within a reasonable time.

38.2 The Board may refuse to permit a Member to inspect records of the Association that relate to confidential, personal, employment, commercial or legal matters or where to do so may be prejudicial to the interests of the Association.
The ANU Observer

Constitution
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1. General

1.1. Definitions
For the purposes of this Constitution, the following interpretations apply:
- **Observer** means The ANU Observer Incorporated, the body governed by this document.
- **The Association** refers to The ANU Observer.
- **ANU** means the Australian National University.
- **ANU Council** means the governing body of the Australian National University.
- **ANUSA** means the ANU Students’ Association Incorporated.
- **Academic Year** means the period between the first day of Semester 1 and the last day of Semester 2.
- **Act** means the Associations Incorporation Act 1991 (ACT).
- **Board** means the Editorial Board.
- **Chair** means the Chair of the Council.
- **College** means an ANU College established or varied by the University Council, which, at the date of the making of this Constitution, includes:
  (a) ANU College of Arts and Social Sciences;
  (b) ANU College of Asia and the Pacific;
  (c) ANU College of Business and Economics;
  (d) ANU College of Engineering and Computer Science;
  (e) ANU College of Law;
  (f) ANU College of Health & Medicine; and,
  (g) ANU College of Science.
- **Council** means the governing Council of The ANU Observer as described by this Constitution.
- **Councillor** means a member of the Council.
- **Electoral Regulations** means the regulations created under this Constitution describing the required conduct and proceedings of elections.
- **Executive** means an individual elected to a role in Observer.
- **Financial Year** means the annual period beginning on the 1st of December and ending on the 30th of November.
- **Member**, or **member** means any person holding membership in The ANU Observer as defined by this Constitution.
- **News Editor** means an elected Executive responsible for the management and publication of news.
- **PARSA** means the Postgraduate and Research Students’ Association Incorporated.
- **Policy** means a document containing policies described by and created according to this Constitution.
- **Published content** means any written, video, audio, image, or other work created and distributed by Observer to fulfil the objects of Observer, which can reasonably be reviewed before publication.
- **Regulation** means any regulation made under the Associations Incorporation Act 1991 (ACT).
- **Special Resolution** means a resolution made under section 39 of the Act, and includes a motion to amend this Constitution in accordance with section 13 ("Alteration of the Constitution").
- **Standing Orders** means a policy created under this Constitution describing the required conduct and proceedings at meetings.
- **Student** means a person enrolled in a unit or program of study for a degree or any other award of the Australian National University.
- **Teaching Day** means any weekday that falls during the Academic Year, excluding teaching breaks and public holidays.
- **University**, or **the University**, means The Australian National University.
- **Time** referenced in this Constitution occurs in the time zone occupied by the Australian Capital Territory.

1.2. **Interpretation**
   1.2.1. Power to interpret this Constitution, the Regulations, and any Policies resides with the Secretary.
   1.2.2. The Secretary’s interpretation may be overruled by a majority vote of the Arbitration Panel.
   1.2.3. These interpretations may both be overruled by a majority vote at a General Meeting.

1.3. **Name**
The name of the organisation to which this Constitution applies is "The ANU Observer Incorporated".

1.4. **Objects**
The objects of Observer are:
   1.4.1. To provide information that is in the interest of ANU students, staff and alumni.
   1.4.2. To report news that is accurate, timely, relevant, fair, and in all other ways high quality and ethical journalism.
   1.4.3. To inform and improve the quality of the student conversation at ANU.
   1.4.4. To create an environment where students can learn journalism through direct experience.

1.5. **Books**
   1.5.1. Subject to the provisions of the Act, the Regulations and the provisions of this Constitution, the Chair shall keep in their custody or under their control all records, books and other documents relating to Observer.
   1.5.2. The records, books and other documents of the Association shall be open to inspection by the members at a place confirmed beforehand with the Chair at any reasonable hour.

1.6. **Common Seal**
The common seal of Observer shall be kept by the Chair. It shall be affixed by authority of the Council, and any two members shall sign below the seal.
2. Membership

2.1. Ordinary Members

2.1.1. Any person who:
   a) Is a student of the University; and,
   b) Has not notified the Secretary in writing that they do not wish to be a member,

   Is an ordinary member of the Association.

2.2. Honorary Life Members

2.2.1. The Council may appoint any individual to be an Honorary Life Member of Observer.

2.2.2. Honorary Life Members are granted all rights accorded to regular members, with the exception that:
   a) Honorary Life Members may not contest elections.

2.2.3. An individual may refuse honorary life membership by stating their refusal in writing to the Chair.

2.3. Discipline

2.3.1. There are no provisions in this Constitution for the disciplining of ordinary members.

3. Regulations

3.1. Alteration

3.1.1. Observer may from time to time make Regulations under, and not inconsistent with, this Constitution, to govern the operation of particular aspects of Observer’s affairs.

3.1.2. Regulations may be created, modified or removed by a majority vote of Members at a General Meeting.

3.2. Application

3.2.1. Regulations govern the activities and affairs of the Association, as well as the behaviour and actions of Officers in the conduct of their duties as Officers and in all other actions relating to the Association.

3.2.2. Officers must complete their duties in accordance with regulations to the best of their ability, and with full intent to do so.

3.3. Mandatory Regulations

3.3.1. The following Regulations must exist:
   a) Electoral Regulations, which detail the process of election for Elected Officials and Council members.
   b) Financial Regulations, which dictate procedures surrounding the allocation and expenditure of monies.
4. Policies

4.1. Alteration

4.1.1. Observer may from time to time make policies under, and not inconsistent with, this Constitution, to govern the operation of particular aspects of Observer’s affairs.

4.1.2. Policies may be created, modified or removed by a majority vote of the Council.

4.2. Application

4.2.1. Policies govern the activities and affairs of the Association, as well as the behaviour and actions of Officers in the conduct of their duties as Officers and in all other actions relating to the Association.

4.2.2. Officers must complete their duties in accordance with policies to the best of their ability, and with full intent to do so.

4.3. Mandatory Policies

4.3.1. The following policies must exist:
   a) Standing Orders, for General Meetings and Council meetings;
   b) Editorial Policy, describing the editorial ethics, priorities and scope of Observer;
   c) Grievance Policy, describing the nature of and procedures to manage grievances; and
   d) Officer Policy, describing the offices of Observer, their duties, and their expected conduct.

5. Finance

5.1. Source

5.1.1. Funds of the Observer must be derived from sources determined by the Council, subject to the Act.

5.1.2. All money received by Observer must be deposited as soon as practicable and without deduction to the credit of Observer’s bank account.

5.1.3. Observer must, as soon as practicable after receiving any money, issue an appropriate receipt.

5.2. Management

5.2.1. The assets and income of Observer shall be applied solely in furtherance of the objects outlined in section 1.4 and no portion shall be distributed directly or indirectly to the members of the Association except as bona fide compensation for services rendered or expenses incurred on behalf of Observer.

5.2.2. Subject to this Constitution, any regulation or policy, or any resolution passed by a General Meeting, the funds of Observer may be used for the objects of Observer in the way the Council decides.
5.2.3. Withdrawal of monies from any bank account of Observer must be authorised by two (2) members of the Council if that amount should exceed AUD$100.

5.2.4. Any cheques, drafts, bills of exchange, promissory notes and other negotiable instruments must be signed by any two (2) members of the Council.

6. Council

6.1. Nature

6.1.1. The Council is the governing body of Observer.

6.1.2. The Council shall be the Committee in accordance with the Act.

6.1.3. Subject to this constitution, and policies and regulations of Observer, the Council has the entire management and control of Observer.

   a) The Council may delegate any of its power, other than the power of delegation, to the Chair, any Officer, the Board or any committee of Observer, for a period of time with any conditions it desires.

6.1.4. Unless otherwise provided for in this constitution, the Council makes decisions by majority vote on resolutions by Council members present and voting.

6.2. Membership

6.2.1. The Council consists of:

   a) two (2) members of the Editorial Board;

   b) one (1) Digital Editor;

   c) the Treasurer; and

   d) the Secretary.

6.2.2. Should any individual hold more than one voting position on Council, that individual will have only one (1) vote on the Council.

6.2.3. Should there be more than two (2) members of the Editorial Board, the Editorial Board shall choose two (2) members of the Board to sit on the Council, in accordance with the Electoral Regulations.

6.2.4. Should there be more than one (1) Digital Editor, one (1) Digital Editor will be chosen to sit on the Council in accordance with the Electoral Regulations.

6.3. Removal

6.3.1. Any Council member who no longer holds any position through which they became a Council member will also no longer be a member of the Council.

6.3.2. The members of Council granted membership by the position of Digital Editor or member of the Editorial Board may be removed from Council by mechanisms described in the Electoral Regulations.

6.4. Meetings

6.4.1. A meeting of the Council may be called by any Councillor.
6.4.2. At least seven (7) days’ notice must be given for a meeting of the Council.

6.4.3. The convening Councillor must take all reasonable measures to notify all Councillors of the time and place of meeting.

6.4.4. Quorum for a meeting of the Council is the next whole number above half the total number of Councillors.

6.4.5. Meetings of the Council are open to all members who may participate as observers.
   a) The Chair may decide to remove observers at their discretion.

6.5. Chair

6.5.1. A Chair of the Council will be appointed by a decision of the Council.

6.5.2. The Chair has a casting vote at meetings of the Council.

6.5.3. The Chair may be removed from the position of Chair by a decision of the Council.

6.5.4. In the case of the Chair becoming vacant, the Council must at its earliest convenience, and before it transacts any other business, appoint a new Chair.

7. Editorial Board

7.1. Nature

7.1.1. The Editorial Board manages the journalism of Observer and the production of written content.

7.2. Membership

7.2.1. The Editorial Board consists of the News Editors.

7.3. Duties

7.3.1. The Board will direct the journalistic and editorial direction of Observer in accordance with the objects described in section 1.4.

7.3.2. The Board will have power and responsibility to approve all published content of Observer.
   a) The Board may delegate the power to approve any published content to any Officer for a period of time with any conditions it desires.

7.3.3. The Board will manage and direct those Officers whose role encompasses production of news.

7.3.4. The Board will maintain the integrity of news publication and be accountable for the published work of Observer.

7.4. Powers

7.4.1. The Board will have full autonomy in all matters relating to all forms of published content, except in the case that:
   a) a formal editorial dispute is submitted, at which time the Arbitration Panel may compel the Board to act, in accordance with this Constitution;
b) the publication in question involves expenditure, in which case the Board’s action may be overruled by a decision of the Council regarding expenditure; or

c) the Board is compelled by a vote of Members at a General Meeting.

7.5. Meetings

7.5.1. The Editorial Board will meet no less than once every two (2) weeks during the Academic Year excluding teaching breaks.

7.5.2. Meetings of the Editorial Board may not be attended by any Officer or Executive not permitted by the Board.

8. Elected Officials

8.1. Nature

8.1.1. Elected Officials are Officers of Observer, but are not subject to the standard appointment and removal provisions outlined under section 8.

8.2. Roles

8.2.1. The Elected Officials include:

a) no less than three (3) News Editors;

b) no less than one (1) Digital Editor(s);

c) the Secretary; and

d) the Treasurer.

8.2.2. Additional Elected Officials may be specified in policies.

8.3. Terms

8.3.1. Elected Officials will hold their positions from 1 December in the year of their election, until 30 November the following year.

8.4. Removal

8.4.1. Elected Officials may be removed by a motion of no confidence, as specified in section 11.5.

8.5. Casual Vacancies

8.5.1. Should any Elected Official position become vacant, the position may be filled by a unanimous vote of the Council.

8.5.2. If the Council does not fill the position, the position must be filled at the next General Meeting through an election in accordance with the Electoral Regulations.

8.6. Duties

8.6.1. Elected Officials must complete their duties as described by this Constitution and any policies, and must conduct themselves in accordance with this Constitution and any policies in the course of their duties.
9. Officers

9.1. Nature

9.1.1. An Officer of the Observer is any person holding any position in Observer, unless otherwise stated in this Constitution or Observer policies.

9.2. Duties

9.2.1. Officers must complete their duties as described by this Constitution and any Policies, and must conduct themselves in accordance with this Constitution and any Policies in the course of their duties as Officers.

9.3. Appointment

9.3.1. Officers may be appointed by a decision of the Council.
9.3.2. Officers must be members.

9.4. Removal

9.4.1. Officers may be removed by a decision of the Council.
9.4.2. Officers may resign their position through notice to the Chair of the Council or the Secretary.

10. Public Officer

10.1. Nature

10.1.1. Unless the Council decides otherwise, the Chair of the Council shall be the Public Officer of the Association.
10.1.2. The Public Officer is an Officer of the Association for the purposes of the Constitution and Regulations.

10.2. Duties

10.2.1. The Public Officer shall, within fourteen (14) days of their appointment, notify the relevant authority in writing of the appointment and supply their full name and address. The Public Officer shall also supply any and all documents required by the relevant authority and perform any other duties as required by the Act and any other relevant legislation.

ANUSA Constitution Vacancy

10.2.2. The office of Public Officer becomes vacant if the person holding that office:
   a) dies;
   b) becomes an insolvent under administration as defined in the Corporations Act 2001 (Cth)
   c) becomes of unsound mind;
   d) resigns their office by writing to the Chair; or
   e) ceases to be resident in the ACT.

10.2.3. If the office of Public Officer becomes vacant, the Council shall appoint another person to fill the vacancy within fourteen (14) days of the vacancy arising.
11. Elections

11.1. Executives

11.1.1. There shall be annual elections for the all Executive positions in Semester 2 conducted in accordance with the Election Regulations.

11.1.2. These elections will be conducted by secret ballot and by a method of preferential voting, the detail of which will be provided in the Electoral Regulations.

11.1.3. All members must be afforded reasonable opportunity to vote in elections.

11.1.4. The Council will appoint a Returning Officer for the annual elections, who must not be contesting election to any position in Observer.

11.1.5. Nominees for Executive positions must intend to be students for the entire year in which they will hold the position for which they have nominated.

12. Arbitration Panel

12.1. Nature

12.1.1. The Arbitration Panel shall be an independent body responsible for making judgements on matters of dispute, interpretation, and honoraria for Observer.

12.2. Duties

12.2.1. The Arbitration Panel shall be responsible for delivering responses to disputes submitted to the Panel in the form of
   a) recommendations;
   b) interpretations;
   c) judgements;
   d) penalties; or
   e) instructions.

12.2.2. The Arbitration Panel shall convene upon the receipt of an application to consider and respond to that application. Applications may include:
   a) editorial disputes;
   b) conduct disputes;
   c) honorarium approval;
   d) honorarium disputes;
   e) request for recommendation on any matter; or
   f) dispute of interpretation of the Constitution or Policies.

12.3. Powers

12.3.1. The Arbitration Panel has final power of interpretation over the Constitution and Policies, subject only to a General Meeting.

12.3.2. The Arbitration Panel may direct any of the following actions:
   a) alteration of any published content;
   b) removal of any published content or any content distributed on Observer channels;
c) the publication of a correction;
d) the removal of any Officer;

12.3.3. The Arbitration Panel may make recommendations to the Council, Board, or any other member or body in Observer.
   a) The Panel may at their discretion require a report or response from the relevant body on their response to the recommendation by a specified time.

12.3.4. The Panel may require the publication of their response to an application on any of Observer’s communication platforms.

12.3.5. The Panel may not deliver any response, investigate, or otherwise act except in response to receipt of an application.
   a) Any actions taken by the Panel must be within the scope of the application.

12.3.6. Applications to the Panel may be submitted by any member of Observer, or by any student.
   a) The Panel may receive applications from individuals who are not students or members, subject to approval by a decision of Council.

12.4. Appointment

12.4.1. Arbiters must be appointed by seventy-five per cent (75%), to the nearest whole number, of members present and voting at a General Meeting.
   a) Appointments to the Panel will be considered individually and in order of nomination.
   b) Nominations will be received by the Chair in the period between the calling of a General Meeting and the opening of that Meeting.

12.4.2. Arbiters shall be appointed for a term of two (2) years from the time of their appointment.

12.4.3. There shall be no more than five (5) Arbiters.

12.4.4. Should there at any time be less than five (5) Arbiters, the Chair of the Council must advertise vacancies on the Panel before the next General Meeting, and a vote must be held at that Meeting for the appointment of new Arbiters.

12.4.5. Arbiters must not be Officers of Observer at the time of their nomination, appointment, or at any time as Arbiter.
   a) Any Arbiter who at any time is found to have violated this condition will immediately no longer be an arbiter.

12.4.6. The Arbitration Panel shall appoint from among itself a Chair, by way of majority vote.
   a) The Chair of the Arbitration Panel shall be responsible for convening meetings of the Panel and communicating resolutions, recommendations or other messages of the Panel.
   b) In such a case as the Panel is tied on a vote, the Chair shall have a casting vote.
12.5.  Removal

12.5.1.  Arbiters may resign by submitting a written resignation to the Chair of the Council.

12.5.2.  Arbiters may be removed by a unanimous vote of all other Arbiters, or a unanimous vote of the Council.
   a) The Council’s removal of an Arbiter may be overturned by the dissent of any Arbiter with the exception of the Arbiter being removed.
   b) Only one Arbiter can be removed by one vote of Council.
   c) Council removal of an Arbiter must be communicated to that Arbiter within one (1) day, and takes effect after ten (10) days.

13.  General Meetings

13.1.  Rights

13.1.1.  General Meetings of Observer are open to all members and Arbiters.

13.1.2.  All members are entitled to vote at General Meetings.

13.2.  General Meetings may be convened at the discretion of the Council.

13.2.1.  The Council must convene at least one (1) General Meeting each semester.

13.2.2.  The Council must convene a General Meeting upon receipt of a petition from at least fifty (50) members.

13.3.  Quorum for a General Meeting is thirty (30) members.

13.4.  General Meetings are to be conducted in accordance with the Standing Orders.

13.5.  A quorate General Meeting may, subject to this Constitution and Regulations:

13.5.1.  By resolution carried by not less than seventy-five percent (75%) of those present and voting, dismiss any elected official of the Association.
   a) Such a resolution requires at least twenty-one (21) days’ notice before the meeting is to be held.
   b) Votes on resolutions to dismiss Officers should be conducted upon written, anonymous ballots.

13.5.2.  As proscribed in Section 12 of this Constitution, pass a Special Resolution to change this Constitution.

13.5.3.  As proscribed in Section 13 of this Constitution, pass a motion to dissolve or wind up the Association.

13.5.4.  Pass any other resolution permitted under this Constitution or the Policies.

13.6.  Notice of a General Meeting must be provided to all members at least twenty-one (21) days before the meeting is to be held in the forms listed at 13.6.1.

13.6.1.  The details of the meeting are to be displayed:
   a) On the website of the Association;
   b) On appropriate social media channels of the Association; and
c) On the front door of any location where the Association has office space.

13.6.2. The agenda for the meeting must be published on the Association’s website at least seven (7) days before the meeting is to be held.

14. Alteration

14.1. This Constitution may be amended by Special Resolution at any General Meeting

14.1.1. At least twenty-one (21) days’ notice of the Special Resolution shall be given to Members

14.1.2. A decision to amend the Constitution shall require the support of seventy-five per cent (75%), to the nearest whole number, of ordinary Members present and voting.

14.2. Full notice of proposed amendments to the Constitution, including the text of the proposed amendments, shall be given to Members in the same way as notice of the General Meeting at which the amendments are to be proposed.

14.3. No amendment to the Constitution will have any effect until ratified by the ANU Council and, if necessary, by the relevant local authority.

15. Dissolution

15.1. A motion to dissolve or wind up Observer may be considered at any General Meeting.

15.1.1. At least twenty-one (21) days’ notice of such a General Meeting must be given to members, accompanied by a notice of intention to propose a motion to dissolve or wind up Observer.

15.2. A motion to dissolve or wind up the Association must be:

15.2.1. passed by a majority of at least seventy-five percent (75%), to the nearest whole number, of the votes of members present at a General Meeting, and

15.2.2. approved by a decision of the Council.

15.3. Upon dissolution, the excess of assets, property, funds or money remaining after all debts and liabilities are paid shall not be distributed amongst members of Observer, and instead shall be given or transferred to a body with the same or similar objectives to Observer, or, if no such body exists, all liquidated proceeds and funds shall be transferred to the University.

15.3.1. The dispersal of these assets upon dissolution will be a decision of the Council, which must be ratified by the Arbitration Panel.

15.3.2. The Council and Arbitration Panel will continue to exist until a resolution on dispersal of these assets is passed by both bodies.
<table>
<thead>
<tr>
<th>Month</th>
<th>Venue</th>
<th>Host Area</th>
<th>Details</th>
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<tbody>
<tr>
<td>Thursday 3 May</td>
<td>Sir Roland Wilson</td>
<td>ANCLAS</td>
<td>ANCLAS Film hosted by the Embassy of Costa Rica. Embassies represented:</td>
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<td>o  Mr Jaime Bueno (Colombia)</td>
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<td>o  Mr Juan Salazar (Ecuador)</td>
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<td>o  Mr Eduardo Peña (Mexico)</td>
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<td>o  Ms Connie Taracena (Guatemala)</td>
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<td>o  Mr Patricio Powell (Chile)</td>
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<td>o  Mrs Yasmine Chatila (Switzerland)</td>
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<td>o  Mr Miguel Palomino (Peru)</td>
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<td>o  Mr Daniel Gasparri (Venezuela)</td>
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<td>o  Mr David Cruz (El Salvador)</td>
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<tr>
<td>Thursday 3 May</td>
<td>University House</td>
<td>SCAPA/CECS</td>
<td>Dean’s Colloquium: <em>Liberating Technology, the future of human agency</em></td>
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<td>presented by Intel Fellow Lama Nachman. 180 people attended.</td>
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<tr>
<td>Saturday 5 May</td>
<td>Llewellyn Hall</td>
<td>SCAPA/RSAA</td>
<td><em>Mission Control: The Unsung Heroes of Apollo</em> presented by Live on Stage</td>
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<td>Australia featuring Apollo astronaut Charlie Duke.</td>
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<td>Monday 7 May</td>
<td>Nye Hughes Room</td>
<td>ANCLAS</td>
<td>ANU acknowledged the Day of the Portuguese Language with a lunchtime</td>
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<td>forum attended by:</td>
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<td>o  His Excellency Mr Mr Ramon Fernando ACOSTA DIAZ (Paraguay)</td>
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<td>o  His Excellency Mr Paulo CUNHA-ALVES (Portugal)</td>
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<td>o  His Excellency Mr Abel GUTERRES (Timor-Leste)</td>
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<td>o  His Excellency Mr Manuel Innocencio DE LACERDA SANTOS JR. (Brazil)</td>
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<td>o  Her Excellency Ms Connie Taracena (Guatemala)</td>
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<td></td>
<td>o  Mr Daniel Gasparri, Chargé d’Affaires (Venezuela)</td>
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<td>Monday 7 May</td>
<td>Cranberry/Springbank</td>
<td>Gender Institute</td>
<td>Gender Institute Book Launch *Involving men in ending violence against</td>
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<td>women* by Dr Joyce Wu, Crawford School of Public Policy, ANU; and Helen</td>
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<td>Szoke AO, Executive Director of Oxfam, Australia. Mr Noosh Azar SALEH,</td>
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<td>Second Secretary, Embassy of the Islamic Republic of Afghanistan</td>
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<td>represented the Ambassador at the launch</td>
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<td>Tuesday 8 May</td>
<td>University House</td>
<td>CHELT</td>
<td>Vice-Chancellor hosted the Vice-Chancellor’s Awards for Excellence in</td>
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<td>Education.</td>
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<td>Wednesday 9 May</td>
<td>Australian Centre on</td>
<td>Australian Centre on China in the World</td>
<td>Australian Centre of China in the World hosted a delegation from the</td>
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<td>China in the World</td>
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<td>Italian Ministry of Foreign Affairs sponsored by DFAT. The delegation</td>
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<td>was led by Mr Ugo Astuto, Italian Ministry of Foreign Affairs</td>
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<td>Principal Director for Asia.</td>
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<tr>
<td>Wednesday 9 May</td>
<td>The Hall, University</td>
<td>SCAPA</td>
<td><em>Eat, Drink and Be</em> Literary event with Jennifer Egan and Sarah Kanowski.</td>
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<td>House</td>
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<td>Deputy Vice-Chancellor (Academic) attended. 140 people attended.</td>
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<tr>
<td>Wednesday 9 May</td>
<td>Convention Centre,</td>
<td>SCAPA/OVC</td>
<td>Vice-Chancellor and Dr Brad Tucker delivered public lecture on *The</td>
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<td>Dubbo Victoria Park,</td>
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<td>Universe and Future of Space* followed by stargazing with audience in</td>
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<td>Dubbo</td>
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<td>Victoria Park. 240 people attended.</td>
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<tr>
<td>Date</td>
<td>Location</td>
<td>Event Description</td>
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</tbody>
</table>
| Thursday 10 May | Allan Barton Forum | ANCLAS Policy Forum An introduction to wildlife conservation in the Brazilian Amazon – a view from Northern Australia. Attended by: | - His Excellency Mr Manuel Innocencio DE LACERDA SANTOS JR, Embassy of the Federative Republic of Brazil  
- Her Excellency Ms Unni KLOVSTAD, Royal Norwegian Embassy  
- His Excellency Mr Jaime BUENO-MIRANDA, Embassy of the Republic of Colombia  
- Mr Juan Salazar Embassy of the Republic of Ecuador  
- His Excellency Mr Eduardo Peña, Embassy of Mexico  
- Her Excellency Ms Connie Taracena Embassy of the Republic of Guatemala  
- His Excellency Mr Patricio Fernando POWELL OSORIO, Embassy of the Republic of Chile  
- Her Excellency Mrs Yasmine Chatila, Embassy of Switzerland  
- His Excellency Mr Miguel Julian PALOMINO DE LA GALA, Embassy of the Republic of Peru  
- Mr Daniel Gasparri, Chargé d'Affaires, Embassy of the Bolivarian Republic of Venezuela  
- Mr David Cruz, Chargé d'Affaires, Embassy of the Republic of El Salvador |
| Thursday 10 May | QT Hotel | College of Business & Economics ANU College of Business and Economics Prizes and Scholarships ceremony. The Provost attended and welcomed the following diplomats: | - Mr Xiao XU, Minister-Counsellor, Embassy of the People’s Republic of China  
- Mr Yongsheng KE, Third Secretary, Embassy of the People’s Republic of China  
- My Shivakumar NAIR, Deputy High Commissioner, High Commission of the Republic of Singapore  
- Mr Muhammad Imran Hanafi, Education Attache, Embassy of the Republic of Indonesia  
- His Excellency Dr Ajay Marotrao GONDANE High Commission of India accompanied by  
- Mr Abhishek, First Secretary, High Commission of India |
| Thursday 10 May | Hedley Bull Building | ANU ASEAN Society ANU Coral Bell School of Asia pacific Affairs hosted a public lecture: Singapore’s Chairmanship of Asean. The lecture was attended by: | - His Excellency Mr Kwok Fook Seng, High Commissioner of Singapore  
- His Excellency Mr Sudha Devi KR Vasudevan, High Commissioner of Malaysia  
- Mr Chatulong Bouasisavath, Minister Counsellor, Embassy of the Lao People’s Democratic Republic |
<p>| Thursday 10 May | Seminar Room 1, Crawford | Singapore’s Chairmanship of Asean What will Singapore bring to SEAN as its chairman this year? His Excellency Mr Kwok Fook Seng, Singapore High Commissioner spoke at the seminar. |  |
| Friday 11 May | APCD Theatre 1 | APCD His Excellency Mr Vasudevan, High Commissioner for Malaysia addressed ANU |  |</p>
<table>
<thead>
<tr>
<th>Date</th>
<th>Location</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>Friday 11 May</td>
<td>DIPL2000 Leadership and diplomacy student group.</td>
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<tr>
<td>Monday 14 May</td>
<td>Australian Centre on China in the World</td>
<td>Meet the Author event: In conversation with Paul Collins and Paul Bongiorno. 180 people attended.</td>
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<tr>
<td>Tuesday 15 May</td>
<td>Hedley Bull Building</td>
<td>Launch of Dr Andrew Gilksop’s book <em>Target Earth: The asteroid impact history of Australia</em> followed by public lecture with Dr Andrew Gilksop, Professor Stephen Eggins and Professor Charley Lineweaver. 100 people attended.</td>
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<tr>
<td>Wednesday 16 May</td>
<td>Vice-Chancellor’s Boardroom Development Centre</td>
<td>Mr Vincent Malaibe, Acting Vice-Chancellor of the University of Papua New Guinea and Professor Brian Schmidt, ANU Vice-Chancellor renewed the existing relationship with the signing of a five year Memorandum of Understanding. 25 people attended.</td>
</tr>
<tr>
<td>Wednesday 16 May</td>
<td>School of Music</td>
<td>Deputy Vice-Chancellor (Academic) hosted a Donor thank you reception. 20 people attended.</td>
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<tr>
<td>Thursday 17 May</td>
<td>Brian Kenyon Student Space ANUSA/ PARSA/ PVC-UE</td>
<td>Vice-Chancellor and Pro Vice-Chancellor (University Experience) hosted a student forum on the Respectful Relationships work. 25 people attended.</td>
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<tr>
<td>Saturday 19 May</td>
<td>Australian Centre on China in the World Australian Centre on China in the World</td>
<td>Culture and Political Change in Contemporary Taiwan Workshop was address by The Hon Tshiong-Tso Lim, a Member of the Republic of China, Taiwan Government</td>
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<td>Monday 21 May</td>
<td>Molonglo Theatre National Security College</td>
<td>NSC lecture <em>Mapping our future: towards an Indo-Pacific strategy</em> presented by Professor Rory Medcalf. Ambassadors in attendance:</td>
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<td>o Dr A.M. Gondane, High Commissioner India</td>
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<td>o Mirza Hajric, Ambassador, Bosnia and Herzegovina</td>
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<td>o Unni Klevstad, Ambassador, Royal Norwegian Embassy</td>
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<td>o Sumio Kusaka, Ambassador, Japan</td>
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<td>o Connie Taracena, Ambassador, Guatemala</td>
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<td>o Bernhard Zimburg, Ambassador, Austrian Embassy</td>
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<td>o Christelle Sohun, High Commissioner, Mauritius High Commission</td>
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<td>o Piotr Buszta, Deputy Head of Mission, Embassy of Poland</td>
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<td>o Ferenc Toth, Deputy Head of Mission, Embassy of HUNGARY</td>
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<td>o Olga Cogen, Deputy Head of Mission, Embassy of the Kingdom of Belgium</td>
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<td>o Erik de Feijter, Deputy Ambassador, Embassy of the Kingdom of the Netherlands</td>
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<td>o Walter Diamana, Deputy High Commissioner, Solomon Islands High Commission</td>
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<td>o Daniel Haener, Deputy Head of Mission, Embassy of Switzerland</td>
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<td>Date</td>
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<tr>
<td>Wednesday 23 May</td>
<td>Fellows Oval</td>
<td>ABC/RSAA/SCAPA</td>
</tr>
<tr>
<td>Wednesday 23 May</td>
<td>Copland theatre</td>
<td>ANU College of Law</td>
</tr>
<tr>
<td>Friday 25 May</td>
<td>Australian Centre on China in the World</td>
<td>SCAPA</td>
</tr>
<tr>
<td>Friday 25 May</td>
<td>Vice-Chancellor’s Residence</td>
<td>OVC/SCAPA</td>
</tr>
</tbody>
</table>
| Friday 25 and Saturday 26 May | University House            | Philippines Update 2018: *Contesting the Philippines*. The Update was attended by:  
- Her Excellency Mrs Minda Calaguian-Cruz, Ambassador, Embassy of the Republic of the Philippines  
- Secretary Benjamin Diokno, Secretary, Department of Budget and Management, Republic of the Philippines  
- Chief Justice Maria Lourdes P. A. Sereno, Supreme Court of the Philippines  
- Julie Heckscher, First Assistant Secretary, Southeast Asia Division, DFAT  
- Jeremy Bruer, Assistant Secretary, Southeast Asia Maritime Bilateral Branch, DFAT  
- Mr Wan Arma Idayu, Ministry of Defence Malaysia  
- Mr John Hennessey-Niland, Political Counselor, U.S. Embassy  
- Nikki-Lynne Hunter, Adviser - Foreign & Security Policy, Delegation of the EU to Australia  
- Faridah Husain, Counsellor, High Commission of Malaysia  
- Feitao Liu, Second Secretary, Embassy of PRC  
- Teruhiko Manabe, Defence Attaché, Embassy of Japan  
- Tadayuki Miyashita, Minister, Embassy of Japan  
- Florian SCHAFFNER, Assistant Political and Economic Affairs, Embassy of Switzerland  
- Mingxi Sun, Counsellor, Chinese Embassy  
- Marcus Tantau, Political Researcher, Singapore High Commission |
| Tuesday 29 May            | Hedley Bull Atrium           | SDSC                | Counterterrorism Conference: *Better together: regional militaries in counter-terrorism partnership* was opened by the Minister for Defence, Senator Marise Payne. The Vice-Chancellor welcomed and introduced the Minister. In attendance were:  
- Mr Wan Arma Idayu, Ministry of Defence Malaysia  
- Mr John Hennessey-Niland, Political Counselor, U.S. Embassy  
- Nikki-Lynne Hunter, Adviser - Foreign & Security Policy, Delegation of the EU to Australia  
- Faridah Husain, Counsellor, High Commission of Malaysia  
- Feitao Liu, Second Secretary, Embassy of PRC  
- Teruhiko Manabe, Defence Attaché, Embassy of Japan  
- Tadayuki Miyashita, Minister, Embassy of Japan  
- Florian SCHAFFNER, Assistant Political and Economic Affairs, Embassy of Switzerland  
- Mingxi Sun, Counsellor, Chinese Embassy  
- Marcus Tantau, Political Researcher, Singapore High Commission |
<table>
<thead>
<tr>
<th>Date</th>
<th>Location</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday 29 May</td>
<td>Meet at University House</td>
<td>SCAPA Reconciliation Week event: Heritage trail walk with Wally Bell. 30 people attended.</td>
</tr>
<tr>
<td>Tuesday 29 May</td>
<td>Australian Centre on China in the World</td>
<td>SCAPA Reconciliation Week Lecture on <em>The History of Space Exploration in Australia</em> presented by the Vice-Chancellor, Karlie Noon and Dr Brad Tucker. 230 people attended.</td>
</tr>
<tr>
<td>Wednesday 30 May</td>
<td>Meet at University House</td>
<td>AR&amp;P Reconciliation Week event: Heritage trail walk with Wally Bell. Attended by DVC (GE) and PVC-UE with donor afternoon tea 40 people attended.</td>
</tr>
<tr>
<td>Wednesday 30 May</td>
<td>Hedley Bull T1 and Atrium</td>
<td>SDSC Mr Duncan Lewis, Director-General of Security delivered the closing address of the Counter Terrorism Conference hosted deliver by. The Provost welcomed the Director-General.</td>
</tr>
</tbody>
</table>
| Wednesday 30 May | Crawford | Office of the Vice-Chancellor The Vice-Chancellor hosted the roundtable and forum *Investing in Change: The Path to a Decarbonised World*. Participants included:  
- Mr Howard Bamsey, Executive Director, Green Climate Fund  
- Ms Emma Herd, CEO, Investor Group on Climate Change  
- Ms Zoe Whitton, Head of Australian ESG Research at Citi  
- Ms Sky Laris, Senior Manager, Strategic Policy Engagement, AG |
<p>| Wednesday 30 May | Robertson Lecture | Research School of Biology Ralph Slatyer Medal Award Ceremony. The Vice-Chancellor presented Professor Rana Munns with the Ralph Slatyer medal. |
| Wednesday 30 May | National Library Ottoman | Sir Roland Wilson Foundation Dialogue with The Hon John Dawkins and Professor Bruce Chapman. Followed by dinner. Deputy Vice-Chancellor (Global Engagement) facilitated the dialogue and moderated the Q&amp;A. |
| Wednesday 30 May | Coombs Theatre | SCAPA, ANU Film Group Reconciliation Week event: film screening of <em>The Sapphires</em> 100 people attended. |
| Wednesday 30 May | Shine Dome | SCAPA/OVC Vice-Chancellor attended Science at the Shine Dome dinner. |
| Thursday 31 May | Meet at University House | SCAPA Reconciliation Week event - Heritage trail walk with Wally Bell 30 people attended. |
| Thursday 31 May | CIW | SCAPA/ANU Philippines Society Meet the Author event with Jonathan Miller on <em>Duterte Harry: Fire and Fury in the Philippines</em>. |</p>
<table>
<thead>
<tr>
<th>Date</th>
<th>Location</th>
<th>Organiser</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday 5 June</td>
<td>Vice-Chancellors Boardroom</td>
<td>OVC</td>
<td>The Vice-Chancellor held discussions with Alastair Walton, Australian Consul-General in New York.</td>
</tr>
<tr>
<td>Tuesday 5 June</td>
<td>Coombs Lecture Theatre</td>
<td>SCAPA</td>
<td>Meet the Author event: In conversation with Sarah Ferguson and Virginia Haussegger. 380 people attended.</td>
</tr>
<tr>
<td>Thursday 7 June</td>
<td>Boffins Restaurant, University House</td>
<td>University House</td>
<td>The Deputy Vice-Chancellor official launched the refurbished Boffins Restaurant.</td>
</tr>
<tr>
<td>Friday 8 June</td>
<td>Molonglo Theatre</td>
<td>National Security College</td>
<td>The National Security College hosted a US delegation led by LTGEN David Berger CG, MARFORPAC Commanding General US Marine Corps Forces Pacific. A round table discussion with Executive Development Group was held on Perspectives on the role of the US Marines in a dynamic Indo-Pacific.</td>
</tr>
<tr>
<td>Tuesday 12 June</td>
<td>Kambri Site</td>
<td>OVC/SCAPA</td>
<td>The Vice-Chancellor provided an update to the ACT Chief Minister Barr and Education Minister Fitzharris on the Kambri construction and led them and media on a tour of the site.</td>
</tr>
<tr>
<td>Tuesday 12 June</td>
<td>Crawford Peter Baume building</td>
<td>CPAS</td>
<td>Centre for the Public Awareness of Science hosted several events focusing on the European Climate Diplomacy Week. These events were attended by:</td>
</tr>
<tr>
<td></td>
<td>Coombs Theatre</td>
<td></td>
<td>- Mrs Caroline Lambert, First Counsellor of the European Union Delegation</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>- His Excellency Mr Michael Pulch, Ambassador of the European Union Delegation</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>- Her Excellency Nineta Barbulescucu, Ambassador of Romania</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>- Her Excellency Helena Dmovšek Zorko, Ambassador of Slovenia</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>- Greta Stanoevska, Chargé d'Affaires for the Former Yugoslav Republic of Macedonia,</td>
</tr>
<tr>
<td>Tuesday 12 June</td>
<td>Hedley Bull atrium</td>
<td>Coral Bell</td>
<td>Former Secretary of Defence, Dennis Richardson launch Paul Dibb’s book: Inside the Wilderness of Mirrors.</td>
</tr>
<tr>
<td>Wednesday 13 June</td>
<td>Hedley Bull Lecture Theatre 1 and University House</td>
<td>Department of Pacific Affairs</td>
<td>ANU hosted an Australian Guest of Government visit by the Solomon Islands Prime Minister, The Hon Rick Houenipwela. The Provost welcomed the Prime Minister to ANU. The Prime Minister delivered a lecture The future of relations between Solomon Islands and Australia which was followed by a lunch with ANU academics and Solomon Islander PhD students.</td>
</tr>
<tr>
<td>Wednesday 13 June</td>
<td>MakerSpace Physics Link</td>
<td>Innovation</td>
<td>ACT Shadow Minister for Innovation, Alistair Coe MLA met with Pro-Vice-Chancellor (Innovation) and undertook a tour of the MakerSpace project, the Techlauncher and InSpace programs. He also met with Professor Matthew Cook, the inaugural ANU Grand Challenge Winners.</td>
</tr>
<tr>
<td>Wednesday 13 June</td>
<td>QT Hotel</td>
<td></td>
<td>The Vice-Chancellor delivered opening remarks at the ASPI Space conference along with Lt Gen (Ret’d) Ken Gillespie AC DSC CSM, Chairman of Australian Strategic Policy Institute (ASPI).</td>
</tr>
<tr>
<td>Thursday 14 June</td>
<td>Boffins Finkel Theatre Monster</td>
<td>JCSMR/EMBL</td>
<td>The Australian National University EMBL node was launched by Professor Ian Mattaj, Director General of EMBL. In attendance was the Australian Chief Scientist Dr Alan Finkel and Dr Silke Schumacher, Director International Relations, EMBL.</td>
</tr>
</tbody>
</table>

**ATTACHMENT 33.1**

**SIGNIFICANT EVENTS REGISTER**
<table>
<thead>
<tr>
<th>Date</th>
<th>Location</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Friday 15 June</td>
<td>Sydney</td>
<td>The Vice-Chancellor participated in a panel for The Australian High Education Women’s Leadership Summit Overcoming barriers and establishing enablers.</td>
</tr>
<tr>
<td>Friday 15 June</td>
<td>Korean Institute</td>
<td>The ANU Korea Update 2018 was attended by His Excellency Baek-Soon Lee, Ambassador of the Republic of Korea.</td>
</tr>
<tr>
<td>Monday 18 June</td>
<td>Coombs Lecture Theatre</td>
<td>Meet the Author event: Dr Michael Mosley on The Clever Guts Diet. 400 people attended.</td>
</tr>
<tr>
<td>Tuesday 19 June</td>
<td>Mills Room</td>
<td>The Provost joined members of the Energy Change Institute Board dinner following their open day and board meeting.</td>
</tr>
<tr>
<td>Thursday 21 and Friday 22 June</td>
<td>Tba</td>
<td>2018 Timor-Leste Update At the crossroads was attended by His Excellency Mr Abel Guterres, Ambassador, Embassy of the Democratic Republic of Timor-Leste.</td>
</tr>
<tr>
<td>Sunday 24 – Tuesday 26 June</td>
<td>Crawford School of Public Policy</td>
<td>The Vice-Chancellor welcomed participants of the 5th Australian Crawford Leadership Forum. 150 national and international delegate leaders attended.</td>
</tr>
<tr>
<td>Monday 25 June</td>
<td>Parliament House</td>
<td>Launch of the ANU study on cardiovascular disease risk among Aboriginal and Torres Strait Islander Australians. The Provost provided opening remarks and introduced the Hon Ken Wyatt AM, MP, Minister for Aged Care and Minister for Indigenous Health. ANU researchers Professor's Banks, Jennings and Lovett also spoke.</td>
</tr>
<tr>
<td>Tuesday 26 June</td>
<td>Llewellyn Hall</td>
<td>Vice-Chancellor hosted the 2018 JG Crawford Oration delivered by Vinton G. Cerf on The Future of the Internet. Followed by in conversation with Professor Genevieve Bell and Mr Vinton G. Cerf. 1100 people attended.</td>
</tr>
<tr>
<td>Tuesday 26-Thursday 28 June</td>
<td>Crawford School of Public Policy</td>
<td>Vice-Chancellor and Chancellor delivered speeches at Future Shapers Forum.</td>
</tr>
</tbody>
</table>
### Grants and Consultancies

**Awarded between 30 April 2018 and 26 June 2018**

<table>
<thead>
<tr>
<th>College</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>College of Arts and Social Science</td>
<td>2</td>
</tr>
<tr>
<td>College of Asia and the Pacific</td>
<td>2</td>
</tr>
<tr>
<td>College of Engineering and Computer Science</td>
<td>4</td>
</tr>
<tr>
<td>College of Health and Medicine</td>
<td>4</td>
</tr>
<tr>
<td>College of Science</td>
<td>5</td>
</tr>
</tbody>
</table>

**Caveats:**

1. The amount shown reflects the funds that were awarded for the entire grant/consultancy, grouped against the primary funds provider.
2. Although many grants/consultancies are collaborative efforts involving more than one area of the ANU, they are reported under the college of the primary department.
3. All amounts reported are in Australian dollars.
4. In a few cases the amount reported is shown as “funding amount TBC”. This can be for a variety of reasons, such as the contract is still under negotiation.
## College of Arts and Social Science

<table>
<thead>
<tr>
<th>Primary Funds Provider</th>
<th>Primary Investigator</th>
<th>Title</th>
<th>Total Amount Awarded</th>
</tr>
</thead>
<tbody>
<tr>
<td>Australian Academy of Technological Sciences and Engineering</td>
<td>Dr Richard Whiteley</td>
<td>Roman Pressed Glass Collaboration</td>
<td>$7,000</td>
</tr>
<tr>
<td>Academy of Korean Studies</td>
<td>Dr Woo Chang Kang</td>
<td>When Brotherhood collides with Reality: South Korean Attitudes towards North Korean and Reunification</td>
<td>$17,989</td>
</tr>
<tr>
<td>University of Canberra</td>
<td>Dr Kirrily Jordan</td>
<td>Review of UC CIRI</td>
<td>$10,000</td>
</tr>
</tbody>
</table>

## College of Asia and the Pacific

<table>
<thead>
<tr>
<th>Primary Funds Provider</th>
<th>Primary Investigator</th>
<th>Title</th>
<th>Total Amount Awarded</th>
</tr>
</thead>
<tbody>
<tr>
<td>Australian Research Council (ARC)</td>
<td>Dr Miranda Forsyth</td>
<td>Preventing and addressing environmental harm through restorative justice</td>
<td>$289,445</td>
</tr>
<tr>
<td>Endangered Languages Documentation Programme (ELDP)</td>
<td>Dr Danielle Barth</td>
<td>Matukar Panau corpus building for the study of language use in context</td>
<td>$47,881</td>
</tr>
<tr>
<td>Japan Foundation, The</td>
<td>Dr Shiro Armstrong</td>
<td>Japanese Policy in a Global Context (Year 4)</td>
<td>$200,000</td>
</tr>
<tr>
<td>Commonwealth Department of Foreign Affairs and Trade (DFAT)</td>
<td>Dr Lia Kent</td>
<td>Timor-Leste Update 2018: At the Crossroads?</td>
<td>$30,000</td>
</tr>
<tr>
<td>Primary Funds Provider</td>
<td>Primary Investigator</td>
<td>Title</td>
<td>Total Amount Awarded</td>
</tr>
<tr>
<td>------------------------</td>
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</tr>
<tr>
<td>Endangered Language Fund</td>
<td>Dr I Wayan Arka</td>
<td>Documentation of Enggano</td>
<td>$2,516</td>
</tr>
<tr>
<td>Commonwealth Department of Foreign Affairs and Trade (DFAT)</td>
<td>Dr Anthony Bergin</td>
<td>Risk Mapping In The Indian Ocean</td>
<td>$129,800</td>
</tr>
<tr>
<td>Ian Potter Foundation</td>
<td>Dr Virginia Marshall</td>
<td>Overturning aqua nullius</td>
<td>$2,000</td>
</tr>
<tr>
<td>Commonwealth Department of Defence</td>
<td>Dr John Blaxland</td>
<td>AusCSCAP - Defence Grant Bid 2017-18</td>
<td>$130,000</td>
</tr>
<tr>
<td>Commonwealth Dept of Foreign Affairs &amp; Trade, Australian Cnt for International Agricultural Res(ACIAR)</td>
<td>Prof Kuntala Lahiri-Dutt</td>
<td>Developing competitive and inclusive value chains of pulses in Pakistan: externally-led Funding amount TBC</td>
<td></td>
</tr>
<tr>
<td>Commonwealth Department of Foreign Affairs and Trade (DFAT)</td>
<td>Dr Nicole Haley</td>
<td>Asia-Pacific Data for Development Initiative - Pacific Component</td>
<td>$5,940,000</td>
</tr>
<tr>
<td>Korean Institute of Criminology</td>
<td>Prof Roderic Broadhurst</td>
<td>Annual Report on UN and International Cooperation and Research for Crime Prevention (XIV)</td>
<td>$21,386</td>
</tr>
<tr>
<td>Environmental Protection Agency</td>
<td>Dr Miranda Forsyth</td>
<td>Preventing and Addressing Environmental Harm through Restorative Justice</td>
<td>$120,000</td>
</tr>
</tbody>
</table>
### College of Engineering and Computer Science

<table>
<thead>
<tr>
<th>Primary Funds Provider</th>
<th>Primary Investigator</th>
<th>Title</th>
<th>Total Amount Awarded</th>
</tr>
</thead>
<tbody>
<tr>
<td>Australian Research Council (ARC)</td>
<td>Dr Antonio Tricoli</td>
<td>Next Generation Easy-Clean Lenses by Robust Liquid-Repellent Nanotextures</td>
<td>Funding amount TBC</td>
</tr>
<tr>
<td>National Health and Medical Research Council (NHMRC)</td>
<td>Dr David Nisbet</td>
<td>Biomaterials for the direct reprogramming of reactive astrocytes into functioning neurones</td>
<td>$630,500</td>
</tr>
<tr>
<td>Australian Bureau of Statistics (ABS)</td>
<td>Dr Peter Christen</td>
<td>Bloom filters for Privacy Preserving Record Linkage</td>
<td>$25,000</td>
</tr>
</tbody>
</table>

### College of Health and Medicine

<table>
<thead>
<tr>
<th>Primary Funds Provider</th>
<th>Primary Investigator</th>
<th>Title</th>
<th>Total Amount Awarded</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department of Child Safety, Youth and Women</td>
<td>Ms Tegan Cruwys</td>
<td>Making Schoolies Safer: Improving outcomes at a youth mass gathering.</td>
<td>$12,108</td>
</tr>
<tr>
<td>The Task Force for Global Health</td>
<td>Dr Colleen Lau</td>
<td>When is it appropriate to stop? Developing an M&amp;E strategy to guide triple drug stopping decisions for lymphatic filariasis</td>
<td>$398,583</td>
</tr>
<tr>
<td>Abt Associates</td>
<td>A/Prof Martyn Kirk</td>
<td>Specialist Health Service (SHS) Health Security Workforce Program Design</td>
<td>$18,660</td>
</tr>
<tr>
<td>Primary Funds Provider</td>
<td>Primary Investigator</td>
<td>Title</td>
<td>Total Amount Awarded</td>
</tr>
<tr>
<td>---------------------------------------------------</td>
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</tr>
<tr>
<td>Hermon Slade Foundation</td>
<td>Prof Michael Djordjevic</td>
<td>New paths to create crops that utilize nitrogen fertilizers more effectively</td>
<td>Funding amount TBC</td>
</tr>
<tr>
<td>US Air Force Office of Scientific Research</td>
<td>A/Prof Lan Fu</td>
<td>Design and fabrication of plasmonic nanoantennas for III–V ternary antimonide-NW based infrared photodetectors with enhanced performance and functionalities</td>
<td>Funding amount TBC</td>
</tr>
<tr>
<td>Australian Biological Resources Study</td>
<td>Ms Alyssa Weinstein</td>
<td>Resolving cryptic taxa in the Warty Hammer Orchid (Drakaea livida) complex</td>
<td>$1,500</td>
</tr>
<tr>
<td>Australian Biological Resources Study</td>
<td>Mr Thomas Semple</td>
<td>The first comprehensive phylogeny of the Australian Thynnidae (Hymenoptera)</td>
<td>$1,500</td>
</tr>
<tr>
<td>ACT Environment, Planning and Sustainable Development Directorate</td>
<td>A/Prof Cristopher Brack</td>
<td>Urban Forest Tree Species Research for the ACT</td>
<td>$40,000</td>
</tr>
<tr>
<td>Medical Advances Without Animals Trust</td>
<td>Dr Ben Corry</td>
<td>Developing sodium channel inhibitors for the treatment of chronic pain, replacing the need for in-vivo and animal testing</td>
<td>$27,273</td>
</tr>
<tr>
<td>Bureau of Meteorology</td>
<td>Dr Luigi Renzullo</td>
<td>BoM Himawari-8 rainfall evaluation</td>
<td>$30,000</td>
</tr>
<tr>
<td>Advanced Navigation Pty Ltd</td>
<td>Dr Jong Chow</td>
<td>Research Collaboration Agreement - Advanced Navigation</td>
<td>$115,740</td>
</tr>
<tr>
<td>Primary Funds Provider</td>
<td>Primary Investigator</td>
<td>Title</td>
<td>Total Amount Awarded</td>
</tr>
<tr>
<td>-----------------------------------------------------------</td>
<td>------------------------------</td>
<td>----------------------------------------------------------------------</td>
<td>----------------------</td>
</tr>
<tr>
<td>ACT Government Economic Development Directorate</td>
<td>Prof Owen Atkin</td>
<td>ACT Centre for Entrepreneurial Agri-Technology</td>
<td>$500,000</td>
</tr>
<tr>
<td>Commonwealth Department of the Environment and Energy</td>
<td>Prof Michael Hutchinson</td>
<td>Climate data for the National Inventory System - 2017</td>
<td>$120,000</td>
</tr>
<tr>
<td>PT Bumi Suksesindo</td>
<td>Prof Mark Knackstedt</td>
<td>Exploratory Study of Core Samples</td>
<td>$30,000</td>
</tr>
<tr>
<td>Quintessence Labs</td>
<td>Dr Francis Bennet</td>
<td>Initial Modelling of Free-Space Link, Optical Transmitter and Receiver for Quantum Key Distribution</td>
<td>$9,500</td>
</tr>
<tr>
<td>Australian Synchrotron</td>
<td>Dr Antony Burnham</td>
<td>Structural environment of trace elements in silicate melts as a function of pressure</td>
<td>$1,109</td>
</tr>
<tr>
<td>Geoscience Australia</td>
<td>Mr Rhodri Davies</td>
<td>Probing the lithosphere using mafic geochemistry: Spatial and temporal constraints on the evolution of the lithospheric mantle across Northern Australia</td>
<td>$120,000</td>
</tr>
<tr>
<td>NSW Office of Environment and Heritage</td>
<td>Prof David Lindenmayer</td>
<td>Investigating the ecology and status of the threatened Alpine She-oak Skink to inform management</td>
<td>$22,250</td>
</tr>
</tbody>
</table>
THE AUSTRALIAN NATIONAL UNIVERSITY

Academic and Ceremonial Dress Rule 2018

I, Professor Brian P. Schmidt, Vice-Chancellor, make the following rule.

Dated 23 May 2018

Professor Brian P. Schmidt AC FAA FRS
Vice-Chancellor
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   1 College and discipline colours table ................................................................. 11

Academic and Ceremonial Dress Rule 2018
Part 1—Preliminary

1 Name
This is the Academic and Ceremonial Dress Rule 2018.

2 Commencement
This instrument commences on the day after it is registered.

3 Authority
This instrument is made under the Vice-Chancellorship Statute 2013, section 9.5.

4 Definitions
In this instrument:

academic staff includes all academic staff of the University, irrespective of the basis on which, or the level at which, they are employed or engaged.

Bachelor gown means a Bachelor gown made of black fabric and of the style traditionally worn at the University.

Master gown means a Master gown made of black fabric and of the style traditionally worn at the University.

professional staff includes all professional staff of the University, irrespective of the basis on which, or the level at which, they are employed or engaged.

silk includes silk substitute.

5 Colour references
(1) In this instrument, a reference to a colour is a reference to the Pantone colour reference for the colour specified in Schedule 1.

Part 2—Ceremonial dress

6 Ceremonial dress: Chancellor

(1) The Chancellor’s ceremonial dress is an ankle length robe made from black figured damask, with front facings 105mm wide at the shoulder and 130mm at the hemline and with a collar measuring approximately 340mm wide and 180mm deep at the back.

(2) The back of the robe is pleated into the yoke and has a short train with a centre slit to knee height with sleeves that are long and fitted, closed and straight at the lower edge.

(3) The robe is trimmed with gold lace of the oakleaf design as follows:
   (a) the facings, collar, hemline and centre back slit are trimmed with gold lace 48mm wide;
   (b) there is a diamond shaped pattern in 48mm gold lace at the top of the back slit;
   (c) each armhole has a horizontal slit at the elbow with a 250mm vertical slit on top, all trimmed with 20mm gold lace with pointed edges;
   (d) there are 11 gold lace bars, each 40mm wide, on each sleeve;
   (e) the sleeve openings are trimmed with gold lace 20mm wide.

(4) With the robe is worn either:
   (a) a black velvet trencher, the crown of which is trimmed with gold oakleaf lace 20mm wide, and with a beehive gold covered button, attached to the centre of the crown, from which hangs a gold bullion tassel 250mm in length; or
   (b) a round black velvet bonnet, the edge of the brim of which is trimmed with gold ornamental braid, and with a flat button, covered with gold oakleaf lace and attached to the centre of the crown.

(5) The bonnet is worn with a gold cord and tassels.

7 Ceremonial dress: Pro-Chancellor

(1) The Pro-Chancellor’s ceremonial dress is a robe of black damask fabric, made in the same style as worn by the Chancellor, also of ankle length, but trimmed with silver lace of the oakleaf design, in the same manner and dimensions as the Chancellor’s robe.

(2) The Pro-Chancellor’s robe does not have a train.

(3) With this robe is worn either a black velvet trencher, or a round black velvet bonnet worn with a silver cord and tassels, trimmed the same as for the Chancellor, but in silver.

8 Ceremonial dress: Vice-Chancellor

(1) The Vice-Chancellor’s ceremonial dress is a gown of black damask fabric that is approximately mid-calf in length with the back and sleeves of the gown tightly gathered.

(2) The sleeves of the gown have a boot of the same design as the Master gown.

(3) The gown is trimmed on the front and at the back of the neck with gold lace 60mm wide of the oakleaf design and the sleeve openings are also trimmed in gold oakleaf lace 20mm wide.
(4) With the gown is worn either:
   (a) a black velvet trencher, the crown of which is trimmed with gold oakleaf lace 20mm wide, and with a beehive gold covered button, attached to the centre of the crown, from which hangs a gold bullion tassel 250mm in length; or
   (b) a round black velvet bonnet, the edge of the brim of which is trimmed with gold ornamental braid, and with a flat button, covered with gold oakleaf lace and attached to the centre of the crown.

(5) The bonnet is worn with a gold cord and tassels.

9 Ceremonial dress: Provost

(1) The Provost’s ceremonial dress is a gown of black damask fabric, made in the same style as worn by the Vice-Chancellor but trimmed with silver and gold lace of the oakleaf design, in the same manner and dimensions as the Vice-Chancellor’s gown.

(2) With the gown is worn either a black velvet trencher, or a round black velvet bonnet with silver cord and tassels, trimmed the same as for the Vice-Chancellor, but in silver.

10 Ceremonial dress: Deputy Vice-Chancellor

(1) A Deputy Vice-Chancellor’s ceremonial dress is a gown of black damask fabric, made in the same style as worn by the Vice-Chancellor but trimmed with silver lace of the oakleaf design, in the same manner and dimensions as the Vice-Chancellor’s gown.

(2) With the gown is worn either a black velvet trencher, or a round black velvet bonnet with silver cord and tassels, trimmed the same as for the Vice-Chancellor, but in silver.

11 Ceremonial dress: Pro Vice-Chancellor

(1) A Pro Vice-Chancellor’s ceremonial dress is a gown of black damask fabric, made in the same style as worn by the Vice-Chancellor but trimmed with bronze lace of the oakleaf design, in the same manner and dimensions as the Vice-Chancellor’s gown.

(2) With the gown is worn either a black velvet trencher, or a round black velvet bonnet with bronze cord and tassels, trimmed the same as for the Vice-Chancellor, but in bronze.

12 Ceremonial dress: University Marshal

(1) The University Marshal’s ceremonial dress is a gown of sapphire cloth with gathering at the back yoke and on the sleeves, in the style of a Bachelor gown but with elongated sleeves.

(2) The 120mm front facings of the gown are in old gold, and the inside of the gown and the inside of the elongated sleeves are fully lined in old gold.

(3) The gown closes at the neckline, and is adorned with a special design high collar and fastened at the neckline with gold ornamentation.

(4) With the gown is worn a round black velvet bonnet trimmed with blue and gold cord and tassels.

13 Ceremonial dress: Deputy Marshal

(1) The Deputy Marshal’s ceremonial dress is a Bachelor gown of sapphire cloth with 100mm front facings of old gold that extend around the neckline.
(2) With the gown is worn a round black velvet bonnet trimmed with blue and gold cord and tassels.

14 Ceremonial dress: Esquire Bedel

(1) The Esquire Bedel’s ceremonial dress is a Master gown of black corded silk, the sleeve openings of which are trimmed with 45mm gold oakleaf lace.

(2) A collar of black brocade edged with 45mm gold oakleaf lace is attached to the back of the gown.

(3) With the gown is worn a round black velvet bonnet trimmed with gold cord and tassels, a jabot consisting of 2 tabs on a collar, and white wrist length gloves

15 Ceremonial dress: Council members

(1) The ceremonial dress of a Council member (other than the Chancellor, Pro-Chancellor or Vice-Chancellor) is a Master gown with 115mm of silver silk on the front facings.

(2) The back collar of the gown is faced around all sides with 100mm of the same silver silk.

(3) An embroidered University badge is attached to the left-hand front facing of the gown and is positioned 100mm down from the front yoke seam.

(4) With the gown is worn a round black velvet bonnet trimmed with silver cord and silver tassels.

(5) However, the Council member may alternatively wear, as ceremonial dress, any academic dress to which the member is entitled.

16 Ceremonial dress: members of Chancellor’s party

(1) In section:

members, of the Chancellor’s party, includes any of the following:

(a) the Deans and Research School Heads;
(b) the directors of University centres;
(c) heads of the residential halls and colleges.

(2) The ceremonial dress of members of the Chancellor’s party is a gown of black cloth in the style of the University’s higher doctorate gown with 100mm of silver silk on the front facings extending around the neckline, and with bell shaped sleeves, the lower three-quarters of which faced with silver cloth.

(3) With the gown is worn a round black velvet bonnet trimmed with blue cord and blue tassels.

(4) However, members of the Chancellor’s party may alternatively wear, as ceremonial dress, any academic dress to which they are entitled.

17 Ceremonial dress: academic staff and invited members of academic procession

(1) The ceremonial dress of academic staff and invited members of the academic procession is a Master gown with 100mm of blue silk on the front facings or a Master gown with a silver stole 100mm in width.
(2) With the Master gown a round black velvet bonnet trimmed with blue cord and blue tassels may be worn.

(3) However, academic staff and invited members of the academic procession may alternatively wear, as ceremonial dress, any academic dress to which they are entitled.

18 Ceremonial dress: guest speakers at conferring ceremonies

(1) The ceremonial dress of a guest speaker at a conferring of degrees ceremony is the same as for a member of the Chancellor’s party.

(2) However, a guest speaker may alternatively wear, as ceremonial dress, any academic dress to which the person is entitled.

19 Ceremonial dress: professional staff

(1) The ceremonial dress of professional staff is a Bachelor gown.

(2) With the Bachelor gown a trencher of black cloth with a black tassel may be worn.

(3) However, professional staff may alternatively wear, as ceremonial dress, any academic dress to which they are entitled.
Part 3—Academic dress

20 Hood colours

To remove any doubt, in the application of this Part:

(a) a reference to a hood fully lined or faced with a single colour on the inside is a reference to a hood that is fully lined or edged on the posterior side of the hood with the colour; and

(b) a reference to a hood fully lined or faced with 2 colours on the inside is a reference to a hood on which the first-named colour is innermost with the second-named colour outermost on the posterior side of the hood; and

(c) a reference to a hood fully lined or faced with 3 colours on the inside is a reference to a hood on which the second-named colour is between the first and third-named colours, with the third-named colour outermost on the posterior side of the hood.

21 Application of Part 3 to honorary degrees

To remove any doubt, the academic dress of a person holding or being awarded an honorary degree is the academic dress prescribed under this Part for the corresponding degree.

22 Academic dress: higher doctorates

The academic dress of a graduate of the University being awarded or holding a higher doctorate is:

(a) a gown of Union Jack red cloth, of the design and shape as traditionally worn at the University, heavily gathered on the back and both shoulders with a curved shaped yoke, and with plain bell shaped sleeves with 115mm of silk on the front facings as follows:
   (i) for a degree of Doctor of Fine Arts—silver;
   (ii) for a degree of Doctor of Laws—purple;
   (iii) for a degree of Doctor of Letters—blue;
   (iv) for a degree of Doctor of Medicine—turquoise;
   (v) for a degree of Doctor of Music—lilac;
   (vi) for a degree of Doctor of Science—green;
   (vii) for a degree of Doctor of the University—old gold; and

(b) a hood of Union Jack red cloth, of the same shape and style as for a degree of Doctor of Philosophy and as traditionally worn at the University, fully lined with the colour applying to the award under paragraph (a); and

(c) a round black velvet bonnet with a gold cord and tassels.

[Note: The degree Doctor of the University is only awarded as an honorary degree.]

23 Academic dress: Doctor of Philosophy

The academic dress of a graduate of the University being awarded or holding a degree of Doctor of Philosophy is:

(a) a gown of black cloth, of the same shape and style as worn by Masters of the University, with 100mm of blue corded silk on the front facings; and
24 Academic dress: professional doctorates

(1) In this section:

- **professional doctorate** means any of the following degrees:
  - (a) Doctor of Diplomatic Studies;
  - (b) Doctor of Juridical Science;
  - (c) Doctor of Policy Administration;
  - (d) Doctor of Population Health;
  - (e) Doctor of Psychology (Clinical).

(2) The academic dress of a graduate of the University being awarded or holding a professional doctorate is:
  - (a) a gown of black cloth, of the same shape and style as worn by Masters of the University, with 100mm of blue corded silk on the front facings; and
  - (b) a hood of the Cambridge design as traditionally worn at the University made from, and fully lined with, blue corded silk fabric and edged on the inside with 25mm of claret corded silk; and
  - (c) a round black velvet bonnet with a blue cord and tassels.

25 Academic dress: Master of Philosophy etc.

(1) The academic dress of a graduate of the University being awarded or holding a degree of Master of Philosophy is:
  - (a) a gown of black cloth as traditionally worn at the University, heavily gathered on the back and on both shoulders with a curved yoke, and with sleeves that are long and closed (and 20cm from the bottom of the gown) with a crescent shaped cut at the bottom and a bound opening for the arm at the elbow; and
  - (b) a hood of black cloth, in the style traditionally worn at the University and in the shape known as the Oxford Burgon cut, that is fully lined on the inside with blue fabric; and
  - (c) a trencher of black cloth with a blue tassel.

(2) The academic dress of a graduate of the University being awarded or holding a degree of Master, or a degree of Medicinae ac Chirurgiae Doctoranda or Juris Doctor, is:
  - (a) a gown of black cloth as traditionally worn at the University, heavily gathered on the back and on both shoulders with a curved yoke, and with sleeves that are long and closed (and 20cm from the bottom of the gown) with a crescent shaped cut at the bottom and a bound opening for the arm at the elbow; and
  - (b) a hood of black cloth, in the style traditionally worn at the University and in the shape known as the Oxford Burgon cut, that is fully lined on the inside with the colours of the relevant ANU College or discipline specified in Schedule 2 (College and discipline colours); and
  - (c) a trencher of black cloth with a black tassel.
26 Academic dress: Bachelor

The academic dress of a graduate of the University being awarded or holding a degree of Bachelor is:

(a) a gown of black cloth as traditionally worn at the University, heavily gathered on the back and on both shoulders with a curved yoke, and with sleeves that are long and pointed (and 20cm from the bottom of the gown) with a decorative slit on the front seam; and

(b) a hood of black cloth, in the style traditionally worn at the University and in the shape known as the Oxford Burgon cut, that is faced on the inside with 100mm of silk with the colours of the relevant ANU College or discipline specified in Schedule 2 (College and discipline colours); and

(c) a trencher of black cloth with a black tassel.

27 Academic dress: non-degree awards

(1) The academic dress of a person being awarded or holding a graduate diploma or certificate of the University is:

(a) a Bachelor gown with a stole of black cloth 100mm in width faced with 100mm of silk with the colours of the relevant ANU College or discipline specified in Schedule 2 (College and discipline colours); and

(b) a trencher of black cloth with a black tassel.

(2) The academic dress of a person being awarded or holding an undergraduate diploma of the University is a Bachelor gown with a stole of black cloth 100mm in width faced with 100mm of silk with the colours of the relevant ANU College or discipline specified in Schedule 2. No headgear is worn with the gown.

28 Academic dress: associate degree awards

The academic dress of a person being awarded or holding an associate degree of the University is a Bachelor gown with a stole of black cloth 100mm in width faced with 100mm of silk with the colours of the relevant ANU College or discipline specified in Schedule 2 (College and discipline colours). No headgear is worn with the gown.

29 Academic dress: undergraduates

The academic dress of undergraduates of the University is a gown of black cloth of a style approved by the Council. No headgear is worn with the gown.
Part 4—Miscellaneous

30  Wearing ceremonial or academic dress

Academic staff in a procession at a graduation ceremony must wear appropriate ceremonial or academic dress.

31  Wearing academic dress

Graduands must wear appropriate academic dress.

32  Repeal

The Academic and Ceremonial Dress Order 2014 is repealed.

33  Transitional: wearing of former academic dress

(1) This section applies to a person if the person received an award from the University (including the Institute of Arts) before 1 July 2014.

(2) The person is entitled to wear the academic dress for the award prescribed by the repealed Academic and Ceremonial Dress Order 2013.
Schedule 1—Colours

[Note: See section 5.]

1 Colour table

The following table specifies the Pantone Colour Reference for colours mentioned in this instrument.

<table>
<thead>
<tr>
<th>Item</th>
<th>Colour</th>
<th>Pantone colour reference</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
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<tr>
<td>2</td>
<td>blue</td>
<td>2718C</td>
</tr>
<tr>
<td>3</td>
<td>claret</td>
<td>208C</td>
</tr>
<tr>
<td>4</td>
<td>gold</td>
<td>122C</td>
</tr>
<tr>
<td>5</td>
<td>gold lace</td>
<td>1255C</td>
</tr>
<tr>
<td>6</td>
<td>green</td>
<td>7727C</td>
</tr>
<tr>
<td>7</td>
<td>lilac</td>
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</tr>
<tr>
<td>8</td>
<td>old gold</td>
<td>871C</td>
</tr>
<tr>
<td>9</td>
<td>purple</td>
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</tr>
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<td>10</td>
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<td>turquoise</td>
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<tr>
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<td>Union Jack red</td>
<td>200C</td>
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<td>16</td>
<td>white</td>
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</tbody>
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Schedule 2—College and discipline colours

[Note: See sections 25(2)(b), 26(b), 27(1)(a) and (2), and 28.]

1 College and discipline colours table

The following table specifies the colours for ANU Colleges and disciplines.

<table>
<thead>
<tr>
<th>Item</th>
<th>ANU College or discipline</th>
<th>Colour</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>University-wide</td>
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<tr>
<td></td>
<td>multidisciplinary awards</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>ANU College of Arts and</td>
<td>Union Jack blue</td>
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<tr>
<td></td>
<td>Social Sciences</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>ANU College of Asia and</td>
<td>terracotta</td>
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<td></td>
<td>the Pacific</td>
<td></td>
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<td>4</td>
<td>ANU College of Business and Economics</td>
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<tr>
<td>5</td>
<td>ANU College of Engineering and Computer Science</td>
<td>claret</td>
</tr>
<tr>
<td>6</td>
<td>ANU College of Health and Medicine (other than medicine and health studies)</td>
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</tr>
<tr>
<td>7</td>
<td>ANU College of Law</td>
<td>purple</td>
</tr>
<tr>
<td>8</td>
<td>ANU College of Science</td>
<td>green</td>
</tr>
<tr>
<td>9</td>
<td>Medicine and health studies</td>
<td>turquoise</td>
</tr>
<tr>
<td>10</td>
<td>Graduate programs in military studies</td>
<td>Union Jack blue and Union Jack red</td>
</tr>
</tbody>
</table>
Voluntary Code of Best Practice for the Governance of Australian Public Universities

As amended at the Universities Australia and University Chancellors Council joint meeting on 15th May 2018

Introduction

As Australia’s higher education sector has continued to grow, universities have become increasingly complex and sophisticated organisations that manage very substantial budgets, employ tens of thousands of staff, and educate hundreds of thousands of students. Good internal governance is central to ensuring that universities retain their reputations as highly respected institutions of learning and research, benefiting Australian society politically, economically, socially and culturally.

This Code seeks to provide support and guidance to university governing bodies and to university leadership more broadly. It outlines the key roles and responsibilities of functions of governing bodies, and provides a series of recommendations to support their effective implementation.

Good university governance requires above all a set of strong relationships based on mutual respect, trust and honesty between the governing body and the Vice-Chancellor and his or her senior management team. While clearly defined boundaries between oversight and management functions are important, nothing is more important in governing body/management relations than the exercise of plain common sense on both sides. When issues arise which straddle the borderline between oversight and management functions – for example, personnel or budgetary decisions which are clearly management prerogatives but nonetheless may be exposing the university to external reputational risk – it is critical that they be resolved through effective consultation and communication designed to produce genuine consensus.

The Code is intended to operate in conjunction with each university’s establishing Act, and does not seek to replace or overrule existing legislation. The Code is voluntary, and not all items in it may be relevant to all universities. But it is expected that all Australian universities will report on their alignment with the Code in their annual reports, providing reasons for any areas of non-compliance. Universities should approach these statements as an opportunity to demonstrate their understanding of and involvement with proper governance procedures.
Roles and Responsibilities of Governing Body

1. A university should have its objectives and/or functions specified in its enabling legislation.

2. A university’s governing body should adopt a statement of its roles and responsibilities, which should include:

   a) Strategic Oversight
      – approving the mission and strategic direction of the university;
      – ensuring that values, visions and goals are turned into effective management systems; and
      – monitoring implementation of the university’s mission statement and strategic plan.

   b) Ensuring Effective Overall Management
      – appointing the Vice-Chancellor as the Chief Executive Officer of the university, and monitoring his or her performance;
      – appointing other senior officers of the university as considered appropriate;
      – overseeing and reviewing overall management performance; and
      – overseeing and monitoring the academic governance and activities of the university.

   c) Ensuring Responsible Financial and Risk Management
      – approving the annual budget and business plan;
      – approving and monitoring systems of control and accountability, including general overview of any controlled entities (entities satisfying the test of control in s.50AA of the Corporations Act);
      – overseeing and monitoring the assessment and management of risk across the university, including commercial undertakings;
      – establishing policy and procedural principles, consistent with legal requirements and community expectations, including remuneration policies for the Vice-Chancellor and senior officers; and
      – ensuring compliance with legal and government policy requirements.

A university’s governing body, while retaining its ultimate governance responsibilities, may have an appropriate system of delegations to ensure the effective discharge of these responsibilities.
Duties of Members

3. A university should have the duties of the members of the governing body and sanctions for the breach of these duties specified in its enabling legislation. Other than the Chancellor, the Vice-Chancellor and the Presiding Member of the Academic Board, each member should be appointed or elected *ad personam*. All members of the governing body must be responsible and accountable to the governing body. When exercising the functions of a member of the governing body, a member of the governing body must always act in the best interests of the university.

Duties of members should include the requirements to:

a) act always in the best interests of the university as a whole, with this obligation to be observed in priority to any duty a member may owe to those electing or appointing him or her;

b) act in good faith, honestly and for a proper purpose;

c) exercise appropriate care and diligence;

d) not improperly use their position to gain an advantage for themselves or someone else; and

e) disclose and avoid conflicts of interest (with appropriate procedures for that purpose similar to those for public companies).

There should be safeguards, exemptions and protections for members of a university's governing body for matters or things done or omitted in good faith in pursuance of the relevant legislation. Without limitation, this should include such safeguards, exemptions and protections as are the equivalent of those that would be available were the member a director under the *Corporations Act*. A university (with the exception of those subject to the *Corporations Act*) must have a requirement that the governing body has the power (by a two-thirds majority) to remove any member of the governing body from office if the member breaches the duties specified above included in its enabling legislation. A member must automatically vacate the office if he or she is, or becomes, disqualified from acting as a Director of a company or managing corporations under Part 2D.6 of the *Corporations Act*.

4. If permitted by its enabling legislation, a university should develop procedures:

a) to provide that the Chancellor and Deputy Chancellor hold office subject to retaining the confidence of the governing body; and

b) to deal with removal from that office if the governing body determines that such confidence is no longer held.

5. Each governing body must make available a programme of induction and professional development for members to build the expertise of the governing
body and to ensure that all members are aware of the nature of their duties and responsibilities.

6. On a regular basis, at least once each two years, the governing body should assess its performance, the performance of its members and performance of its committees, including appropriately constituted committees for finance, and audit and risk management. The Chancellor should have responsibility for organising the assessment process, drawing on external resources if required. On an annual basis, the governing body should also review its conformance with this Code of Best Practice and identify needed skills and expertise for the future.

Composition of Governing Body and Appointment of Members

7. The size of the governing body should not exceed 22, and desirably be no more than 15 members, and include members with strong expertise in and knowledge of higher education and/or other education sectors. There should be at least two members having financial expertise (as demonstrated by relevant qualifications and financial management experience at a senior level in the public or private sector) and at least one member with commercial expertise (as demonstrated by relevant experience at a senior level in the public or private sector). Where the size of the governing body is limited to less than 10 members, one member with financial expertise and one with commercial expertise would be considered as meeting the requirements. There should be a majority of external independent members who are neither enrolled as a student nor employed by the university. There should not be current members of any State or Commonwealth parliament or legislative assembly other than where specifically selected by the governing body itself.

8. The university should adopt systematic procedures for the nomination of prospective members of the governing body for those categories of members that are not elected. The responsibility for proposing such nominations for the governing body may be delegated to a nominations committee of the governing body that the Chancellor would ordinarily chair.

Members so appointed should be selected on the basis of their ability to contribute to the effective working of the governing body by having needed skills, knowledge and experience, an appreciation of the values of a university and its core activities of teaching and research, its independence and academic freedom and the capacity to appreciate what the university’s external community needs from that university.

The governing body should seek to ensure that any government appointments take these appointment criteria into account and that such appointments are made in consultation with, and so far as possible in accordance with
recommendations of, the governing body or a nominations committee appointed by it.

To provide for the introduction of new members consistent with maintaining continuity and experience, members’ terms should generally overlap and governing bodies should establish the maximum period to be served. This should not generally exceed 12 years unless otherwise specifically agreed by the majority of the governing body.

Risk Management

9. A university should codify its internal grievance procedures and publish them with information about the procedure for submitting complaints to the relevant ombudsman or the equivalent relevant agency.

10. The annual report of a university should be used for reporting on high level outcomes, including financial and environmental sustainability, and performance against the university’s mission statement and strategic plan.

11. The annual report of a university should include a report on risk management within the organisation.

12. The governing body should oversee controlled entities by:

   a) ensuring that the entity’s board possesses the skills, knowledge and experience necessary to provide proper stewardship and control of the entity;

   b) appointing some directors to the board of the entity who are not members of the governing body or officers or students of the university;

   c) ensuring that the board adopts and regularly evaluates a written statement of its own governance principles;

   d) ensuring that the board documents a clear corporate and business strategy which reports on and updates annually the entity’s long-term objectives and includes an annual business plan containing achievable and measurable performance targets and milestones; and

   e) establishing and documenting clear expectations of reporting to the governing body, such as a draft business plan for consideration and approval before the commencement of each financial year and at least quarterly reports against the business plan.

13. A university should assess the risk arising from its involvement in the ownership of any entity (including an associated company as defined in the Accounting Standards issued by the Australian Accounting Standards Board), partnership and joint venture. The governing body of the university should, where appropriate in light of the risk assessment, use its best endeavours to obtain an auditor’s report.
(including audit certification and management letter) of the entity by a State, Territory or Commonwealth Auditor-General or by an external auditor.

**Compliance with Code of Conduct**

14. A university should disclose in its Annual Report its compliance with this Code of Best Practice and provide reasons for any areas of non-compliance.