



The Constitution of the Sydney University
Law Society Incorporated

As of 24 April 2022

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Part 1: Name

1. The name of the Society hereby constituted is the “Sydney University Law Society Incorporated” (hereinafter “the Society”).

Part 2: Definitions

2. In this Constitution, except where a contrary intention appears: “ALSA” refers to the “Australian Law Students’ Association”;
“autonomous” means Queer Officer, Women’s Officer, Ethnocultural Officer, International Student Officer, Equity Officer, First Nations Officer, and Disabilities Officer.
“Bylaws” shall mean the Bylaws of the Society.
“Campus” shall mean the Camperdown Campus of the University of Sydney.
“disabled member” or “member with a disability” shall mean a member with long-term physical, mental, intellectual, and/or sensory impairments. This is inclusive of a member with a disability can be a blind, d/Deaf, neurodivergent member, a person with a psychosocial disability, and/or a person with a persistent chronic illness.
“DSO” shall mean a Disability Support Officer employed at the Inclusion and Disability Services (“IDS”) team (or equivalent administrative unit) belonging to the University of Sydney.
“FDLO” shall mean a Faculty Disability Liaison Officer (or equivalent administrative unit) belonging to one of the Faculties of the University of Sydney, including the Faculty of Law.
“First Nations member” shall mean any member who is First Nations, Indigenous, Aboriginal, and/or Torres Strait Islander. This provision provides for an inclusive definition of First Nations Members.
“person of colour” shall mean any member who belongs to a non-white, Indigenous, and/or mixed-race ethnocultural background. This provision provides for an inclusive definition of People of Colour.
“queer member” shall mean any member who is LGBTIQ+, which includes, inter alia, lesbian, gay, bisexual, transgender, intersex, queer, genderqueer, and asexual identities. This provision provides for an inclusive definition of Queer Members.
“woman” shall mean any member who identifies as a woman. This provision provides for an inclusive definition of Women as Female-identifying Members.

Part 3: Objects

3. The object of the Society shall be to foster and support the teaching of law at the University of Sydney. The Society shall achieve this object by:
 - a) Representing law students on Faculty committees and communicating student concerns to the University, the Faculty of Law and other bodies;
 - b) Providing opportunities for mentoring, recreation, sport and social interaction among law students;
 - c) Organizing and assisting student participation in mootings, client interviewing, witness examination and negotiations competitions;

- d) Stimulating debate on social justice issues and providing opportunities for students to be involved in social justice activities;
- e) Organizing meetings and events to discuss the experiences of women in the legal profession and otherwise promoting equity within the student body;
- f) Offering guidance to students about career options available to law graduates and opportunities for further legal education and research;
- g) Doing or contributing to anything else that may reasonably be considered to advance the object of the Society or to be incidental to that object.

The Society is not for profit; meaning: the assets and income of the Society shall be applied solely in furtherance of the aims of the Society and no portion shall be distributed directly or indirectly to the members of the Society except as bona fide compensation for expenses incurred on behalf of the Society.

Part 3A: Dissolution

- 3A. In the event of the organization being dissolved, the amount that remains after such dissolution and the satisfaction of all debts and liabilities shall be transferred to any organization with similar purposes and which has rules prohibiting the distribution of its assets and income to its members.

Part 4: Membership

- 4A. A person is eligible to be a member of the Society if:
- a) The person is a natural person, and
 - b) Either:
 - i. The person is a student in the Faculty of Law (whether undergraduate, post-graduate, Juris Doctor or Honours student) proceeding to a degree or diploma, or
 - ii. The person is a student studying the Diploma of Law jointly run by the Law Extension Committee and the NSW Legal Profession Admissions Board.
- 4B. A person ceases to be a member of the Society if the person:
- a) Dies, or
 - b) Resigns membership, or
 - c) Is expelled from the Society, or
 - d) No longer satisfies the eligibility requirements under section 4A.
- 4C. A right, privilege or obligation which a person has by reason of being a member of the Society:
- a) Is not capable of being transferred or transmitted to another person, and
 - b) Terminates on cessation of the person's membership.
- 4D. A person is taken to be a member of the Society if:

- a) The person was a member of the unincorporated body, Sydney University Law Society, immediately before the registration of the Society, or
 - b) The person made an application for membership of the Society in writing in the form determined by the Executive, including by other electronic means if the Executive so determines, and meets the eligibility requirements of section 4A.
- 4E. Members must not be required to pay any Society membership fee.
- 4F. The liability of a member of the Society to contribute towards the payments of the debts and liabilities of the Society or the costs, charges and expenses of the winding up of the Society is limited to \$1.

Part 5: The Executive of the Society

5. The Executive of the Society (hereinafter “the Executive”) shall consist of fifteen elected positions and eight appointed positions, set out in Part 5.
- 5A. The elected members of the Executive shall consist of:
- i. The President;
 - ii. The Vice-President (Careers);
 - iii. The Vice-President (Education);
 - iv. The Vice-President (Social Justice);
 - v. The Secretary;
 - vi. The Treasurer;
 - vii. The Sponsorship Director;
 - viii. The Social Director;
 - ix. The Social Director;
 - x. The Competitions Director;
 - xi. The Competitions Director;
 - xii. The Sports Director;
 - xiii. The Campus Director;
 - xiv. The Publications Director; and
 - xv. The International Student Officer (ISO).
- 5B. The appointed members of the Executive shall consist of:
- i. The Equity Officer;
 - ii. The Women’s Officer;
 - iii. The Queer Officer;
 - iv. The Design Director;

- v. The Marketing Director;
 - vi. The First Nations Officer;
 - vii. The Ethnocultural Officer; and
 - viii. The Disabilities Officer.
- 5C. The elected members of the Executive shall appoint members of the Society to the eight appointed members of the Executive as soon as reasonably practicable after their election, following notice to all members that applications are being received for these positions, pursuant to clause 5D below.
- 5CA.
- (1) In the Executive:
 - a) The Queer Officer must be a queer-identifying member of the Society;
 - b) The Women’s Officer must be a woman-identifying member of the Society;
 - c) The First Nation’s Officer must be a First Nations member of the Society;
 - d) The Ethnocultural Officer must be a member of the Society who identifies either as a person of colour, Indigenous or from a non-white or mixed-race ethnic or cultural background;
 - e) The Disabilities Officer must be a disabled member of the Society - that is, a member with a disability;
 - f) The International Student Officer must be a member of the Society who is an international student; and
 - g) The Equity Officer must be a member of the Society who:
 - i) is a disabled member; or
 - ii) is a carer for a disabled person; or
 - iii) has experienced financial hardship; or
 - iv) is from regional Australia or a remote place; or,
 - v) has refugee status (for example, is a holder of a refugee or humanitarian visa or registered with the Red Cross or United Nations High Commissioner for Refugees (UNHCR)).
 - (2) In the event that the elected members of the Executive deem there to be no suitable applicant for an appointed position, they may re-advertise the position, pursuant to as per clause 5D below.
 - (3) Appointed positions may be left unfilled at the discretion of the Executive. However, before leaving an appointed position unfilled, the Executive must consider the impact (if any) to the portfolio, Executive and Society by leaving the position unfilled.
 - (4) Without limiting clause 5CA(2), if there is no suitable applicant for Women’s Officer, the responsibilities of Women’s Officer should be allocated to a women-identifying member of the elected executive.

- 5D. Appointments to the Executive of the Society shall be subject to the following conditions:
- a) Applications for appointed Executive positions shall remain open for at least two weeks;
 - b) Notice shall be given by the Secretary of the availability of appointed Executive positions by placing particulars in an email to the Society's database, and by other means as the Executive may direct or the Secretary thinks appropriate.
 - c) The interviewing panel for each appointed Executive position shall be composed by a number determined by the incoming Executive, provided that the panel shall be composed of two or more persons and,
 - i) In the case of autonomous positions, the panel shall be composed of:
 - 1. Members of the incoming Executive who identify with the autonomous portfolio; and
 - 2. The outgoing position holder of that autonomous portfolio (if applicable);
 - 3. However, if the above membership is not possible or available, the incoming executive may appoint members of the Society who identify with the autonomous portfolio or other members of the incoming Executive to the panel.
 - ii) In the case of other positions, the panel shall be composed of two or more members of the incoming Executive.
 - d) The appointment of each appointed Executive position shall be by the incoming elected members of the Executive.
 - e) Applicants must be solely on the basis of merit.
 - f) For each applicable position, the Executive must provide reasons to all applicants under sub-clause (a) nominators for their decision:
 - i) to appoint a member to an appointed position
 - ii) to exercise their discretion to leave an appointed Executive position unfilled.
 - g) In the case of autonomous positions, the Executive may consult with other identifying individuals.
 - h) For the purposes of filling a casual vacancy, references to 'incoming Executive' in this clause shall be read as 'the Executive'.
- 5E. The Executive may, in its absolute discretion, invite the Immediate Past President to serve as an ex-officio member of the Executive if they consent to do so. As an ex-officio member, the Immediate Past President shall have no vote on any matter.

Part 6: Functions and Powers of the Executive

6.

- a) The term of each Executive shall be for 12 months. The Executive shall commence from 1 December of each year and continue to 30 November of the following year. For the month of December, the Immediate Past President, Secretary, Treasurer and Equity Officer shall assist in the administration of the Society.
- b) The Executive shall be responsible for ensuring the Society complies with all the

requirements of the University of Sydney, University of Sydney Union and any government regulators for recognition.

- c) The Executive shall be responsible for the appointment of:
 - i. the Electoral Officer;
 - ii. the Legal Arbitrer;
 - iii. the committees listed in Clauses 26 and 26A, upon the recommendation of the appropriate member of the Executive;
 - iv. student representatives to sit on Faculty of Law committees;
 - v. delegates to attend the annual ALSA Conference; and
 - vi. competitors to attend the annual ALSA Conference;

6A. The Executive, subject to this Constitution, the Bylaws, and to any resolution passed by the Society in General Meeting:

- a) is to control and manage the affairs of the Society;
- b) may exercise all such functions as may be exercised by the Society, other than those functions that are required under this Constitution to be exercised by a general meeting of the members of the Society;
- c) has power to perform all such acts and do all such things as that the Executive considers to be necessary or desirable for the proper management of the affairs of the Society, including the power to make, amend, and repeal the Bylaws.

6B. The Executive shall exercise their powers in good faith and in the best interests of the Society.

Duties of the President

7. The duties of the President shall include:

- a) Overseeing the activities of the Society;
- b) Ensuring the functions of the Society are carried out by the appropriate person(s);
- c) Ensuring, with the other members of the Executive, that the day-to-day functions of the Society are carried out;
- d) Providing leadership and guidance for the Society;
- e) Chairing meetings of the Society;
- f) Calling a general meeting if and when he or she sees fit;
- g) Representing the interests of law students to the Faculty of Law;
- h) Where the Executive decides to send one or more councillor(s) to attend ALSA conferences or council meetings, representing the interests of members of the Society at ALSA conferences or council meetings;
- i) Where the Executive decides to send one or more councillor(s) to attend ALSA

conferences or council meetings, reporting to members of the Society upon issues dealt with at ALSA conferences or council meetings; and

- j) Fulfilling all the obligations of an ALSA representative as prescribed by the ALSA constitution and by-laws, excluding any obligation to attend ALSA conferences or council meetings.
- k) Ensuring members are well-informed on the electoral process.
- l) Reporting, as Immediate Past President, to the Society at the AGM.

Duties of the Vice-President (Careers)

8. The duties of the Vice-President (Careers) shall include:

- a) The organisation of careers workshops and seminars;
- b) The dissemination of information about programmes and opportunities relating to employment and/or further study;
- c) Publishing a Careers Guide for release during the year; and
- d) Otherwise taking responsibility for all matters relating to careers.

Duties of the Vice-President (Education)

9. The duties of the Vice-President (Education) shall include:

- a) Taking responsibility for matters affecting legal education;
- b) Liaising with the undergraduate and postgraduate Faculty representatives;
- c) Liaising with student members of Faculty committees;
- d) Where the Executive decides to send one or more councillors to attend ALSA conferences or council meetings, representing the interests of members of the Society at ALSA conferences or council meetings;
- e) Liaising with the President in relation to submissions to and matters raised at ALSA conferences or council meetings;
- f) Receiving complaints, comments, submissions and recommendations from members and ensuring they are passed on to student representatives, Executive members or the relevant Sydney Law School staff member as is appropriate in each case;
- g) Collaborating with the autonomous office bearers, Equity Officer and International Student Officer (ISO) to consistently communicate to the Law School the specific concerns of vulnerable and/or disadvantaged students on matters such as course design, content, and delivery; and
- h) Assisting the President in lobbying the Faculty and other relevant committees and organisations.

Duties of the Vice-President (Social Justice)

10. The duties of the Vice-President (Social Justice) shall include:

- a) Raising awareness of existing opportunities for students to be involved in social justice work;
- b) Creating further opportunities for students to be involved in social justice work;

- c) Stimulating debate about social justice issues;
- d) Assisting the President and other members of the Executive with any relevant or related matters; and
- e) Together with the President, providing leadership and policy direction to SULLS as a whole.

Duties of the Secretary

11. The duties of the Secretary shall include:

- a) Conducting the correspondence of the Society, including the maintenance of all records;
- b) Keeping minutes of meetings of the Society, and displaying the minutes, when approved, on the Society's website;
- c) Presenting, as immediate past Secretary, on behalf of the Executive a report on the proceedings of the Society during the preceding year to the Annual General Meeting;
- d) Maintaining a list of current Members, in accordance with University of Sydney Union Guidelines;
- e) Conducting email communication with the Society as directed by the Executive;
- f) Ensuring that the records of the Society are stored electronically;
- g) Providing for the electronic submission of application forms;
- h) Monitoring all general Executive expenses including those related to the maintenance of the SULLS office and storage space;
- i) Compiling the weekly SULLS Newsletter;
- j) Assisting in the maintenance of the Society's registration with the University of Sydney Union; and
- k) Keeping a record of attendance at all meetings of the SULLS Executive to be published on the Society's website; and
- l) Calling a general meeting if and when he or she sees fit; or as required under s 50A(a).

Duties of the Treasurer

12. The duties of the Treasurer shall include:

- a) Drafting a budget for the year's activities
- b) Maintain and submit the Society's finances and records in accordance with the requirements of the University of Sydney Union;
- c) Keeping accounts of all receipts and disbursements, with the assistance of the relevant members of the Executive;
- d) Presenting to the Annual General Meeting, as Immediate Past Treasurer, a report, profit and loss statement and balance sheet audited for the preceding year;
- e) Presenting to the Annual General Meeting as Treasurer, the working budget for the

year;

- f) Lodgement of the relevant Business Activity Statements; and
- g) Ensuring an adequate handover, including any documents and materials, to the following Executive.

Duties of the Sponsorship Director

13. The duties of the Sponsorship Director shall include:

- a) Coordinating sponsorship for the activities of the Society;
- b) Informing sponsors of the activities of the Society on a regular basis;
- c) Overseeing public relations; and
- d) Making representations to existing and prospective sponsors on the behalf of the Sydney University Law Revue Society with a view to securing sponsorship.

Duties of the Social Directors

14. The duties of the Social Directors shall include:

- a) Arranging all social activities for members of the Society, in consultation with the Executive;
- b) Responsibility for the promotion of all social activities;
- c) Submitting the relevant funding forms to the University of Sydney Union or other relevant body;
- d) Compiling the relevant documentation for the Society's funding applications and formal audit; and
- e) Coordinating the members of the Executive to aid them in the performance of their duties.

Duties of the Competitions Directors

15. The duties of the Competitions Directors shall include:

- a) Overseeing the administration of the mooting, client interviewing, negotiations, witness examination competitions, intervarsity competitions and other skill development competitions;
- b) Being responsible for the training and development of members of the Society for mooting and skill competitions.

Duties of the Women's Officer

16. The duties of the Women's Officer shall include:

- a) Advising the Executive on issues which affect women;
- b) Organising seminars, talks and other events to promote the position of women at Law School, in the legal profession and generally;
- c) Working with the SRC Women's Officer, the USU Wom*n's Portfolio Holder and other women's groups;
- d) Co-ordinating the Women's Mentoring Program; and

- e) Overseeing the publication of *Yemaya*.

Duties of the Sports Directors

17. The duties of the Sports Director shall include:
- a) Organising sporting activities, including teams for interfaculty and intervarsity competition, and social matches;
 - b) Advertising all sporting activities (interfaculty, intervarsity and other) and posting of public notices, and whatever other means the Executive considers appropriate; and
 - c) Liaising with Sydney University Sport and Fitness on matters that may be relevant to law students.

Duties of the Campus Director

18. The duties of the Campus Director shall include:
- a) Chairing the Campus Committee;
 - b) Conducting elections to select the members of the Campus Committee in such manner as they shall see fit, subject to approval of the Executive; and subject to any requirements in Part 4 of the Bylaws;
 - c) Promoting the Society's presence on Campus by assisting other members of the Executive with relevant aspects of their portfolio and through the Campus Committee's own initiatives; and
 - d) Organising forums and seminars on issues of current interest from time to time.

Duties of the Publications Director

19. The duties of the Publications Director shall include:
- a) Producing the First Years and Welcome Week Handbook;
 - b) Producing and facilitating the publication of *Hearsay* and *Blackacre*;
 - c) Assisting with the publication of the Careers Guide, *Yemaya* and *Dissent*; and
 - d) Overseeing other publications that the Executive may undertake.

Duties of the International Student Officer (ISO)

20. The duties of the International Student Officer shall include:
- a) Creating awareness of international students' needs within the Law Faculty;
 - b) Serving as a representative figure to International Students in the Law Faculty;
 - c) Facilitating interactions between international students and domestic students through SALS programs;
 - d) Working closely and liaising with the relevant Associate Dean of the Law Faculty by:
 - i. Submitting an annual report to the Associate Dean on international students-related developments and proposals which are relevant to the Law Faculty; and
 - ii. Providing support to the Law Faculty's international students orientation/bridging programs

- e) Liaising with the International Student Office, International Student Support Unit and Careers Centre on behalf of SULLS, with the view to improving and supporting the general welfare of international students; and
- f) Facilitating the organisation of international students-related programs, events or activities.

Duties of the Equity Officer

21. The duties of the Equity Officer shall include:

- a) Implementing and overseeing the Equity Grants policy;
- b) Fostering an atmosphere of equal opportunity, equal access and equal representation;
- c) Providing information about scholarships and grants available to law students;
- d) Providing information about student support services;
- e) Working with the Faculty to ensure that issues of equity, socio-economic inequity, and financial access are addressed. These issues include, but are not limited to, advocacy for students and members of the Society:
 - i. Experiencing financial hardship or in need;
 - ii. From regional Australia and other remote places;
 - iii. Experiencing severe disruption (including the death or severe illness of a family member or friend; divorce or separation involving the member or their parents or carers; ongoing criminal or legal matters, including coronial inquiries, medical tribunals or police investigations; abuse towards a family member, friend or the member; impacts from natural disasters);
 - iv. Experiencing extraordinary or high family or caring responsibilities (including as a parent or carer of children; carer of siblings; providing support to vulnerable family members; excessive responsibility for care of self with no family support); and
 - v. Who are refugees or seeking asylum.
- f) Producing the Equity Handbook; and
- g) Managing the Society's Equity Textbook Loan Scheme.

Duties of the Disabilities Officer

21B. The duties of the Disabilities Officer shall include:

- a) Raising awareness of disabled students' rights and capabilities within the Law School by:
 - i. Disseminating information congruent to the UN Convention on the Rights of Persons with Disabilities ('CRPD') and its espousal of the Social and Human Rights Models of Disability; and
 - ii. Organising disability-related programs, events and/or activities;
- b) Serving as a representative figure for disabled members;
- c) Addressing the potential ableism facing current students and graduates;
- d) Advocating for the accessibility requirements of disabled members at both SULLS activities and Faculty-organised activities so that disabled students can fully participate;

- e) Liaising with FDLOs and the relevant Associate Deans of the Law School, which includes working on disability-related developments and proposals which are relevant to the Law School; and
- f) Liaising with the DSOs and disability-involved departments at the University of Sydney (including the relevant departments within the Office of the Pro Vice-Chancellor) on behalf of SULS, with the view to improving and supporting the general welfare of disabled students.

Duties of the Queer Officer

22. The duties of the Queer Officer shall include:

- a) Catering to the needs of queer-identifying students with the law school;
- b) Serving as a representative figure for queer-identifying students in the law school;
- c) Addressing the potential issues facing queer-identifying graduates entering the legal profession;
- d) Raising awareness of and facilitating the Society's connection with queer related legal issues; and
- e) Addressing the specific grievances of queer-identifying law students as they arise.

Duties of the Marketing Director

23. The duties of the Marketing Director shall include:

- a) Maintaining the Society's website;
- b) Managing the Society's mailing list;
- c) Maintaining the Society's computer, printing and telephone and email systems;
- d) Providing technical support to the Executive in the fulfilment of its functions;
- e) Managing the Society's social media accounts (including Facebook, Twitter and Instagram) alongside the President and Vice Presidents;
- f) Working closely with the Sponsorship Director to shape the marketing strategy of the Society; and
- g) Overseeing the Photography Committee.

Duties of the Ethnocultural Officer

23B. The duties of the Ethnocultural Officer shall include:

- a) Catering to the needs of students who are people of colour within the law school;
- b) Serving as a representative figure for those students;
- c) Addressing the potential issues facing those students as people of colour entering the legal profession;
- d) Raising awareness of and facilitating the Society's and the Faculty's connection with race related legal issues;
- e) Addressing the specific grievances of students who are people of colour as they arise.

Duties of the First Nations Officer

24. The duties of the First Nations Officer shall include:
- a) Ensuring the consideration of First Nations issues by the Executive;
 - b) Liaising with the Faculty to promote the interests of First Nations students within the law school;
 - c) Serving as a representative figure for First Nations students in the law school;
 - d) Addressing the potential issues facing First Nations graduates entering the legal profession; and
 - e) Raising awareness of and facilitating the Society's connection with First Nations law students as they arise.

Duties of the Immediate Past President

25. The duties of the Immediate Past President shall include:
- a) Assisting the Executive in carrying out its duties;
 - b) Facilitating the handover from the outgoing to the incoming Executive; and
 - c) Reporting, as Immediate Past President, to the Society at the AGM.

Committees

26. The Executive may create other Committees to assist Directors with their duties as is deemed necessary
- 26A.
- a) Positions available on such Committees shall be advertised in the Society's emails and the Society's social media platforms, and by such other means as is considered necessary by the Executive; and
 - b) Appointment to such Committees shall be considered by the member of the Executive of the relevant portfolio and made upon merit.

Part 6A: Handover

27. The members of the Executive-elect shall:
- a) assume their office if a member of the incumbent Executive in that office resigns; and
 - b) observe and familiarise themselves with the running of the Society and participate in change over from the previous Executive.
- 27A. The members of the outgoing Executive shall, to the best of their ability, attempt to organise a formal handover session or sessions with the corresponding member of the Executive-elect before the Executive-elect take office.

Part 7: Vacancies and Dismissals Cessation of Office

28. A person shall cease to be a member of the Executive if:
- a) the person ceases to be a member of the Society;
 - b) the person's tenure as a member of the Executive expires and the person is not re-elected or re-appointed;

- c) the President receives a notice of resignation from the resigning person; or
- d) the person is dismissed from the Executive in accordance with this Part.

Failure to attend Executive meetings.

29.

- (1) All members of the Executive have an obligation to attend all meetings of the Executive.
- (2) If a member of the Executive is unable to attend a meeting of the Executive, they may submit apologies.
- (3) Upon the receipt of apologies, the Executive may grant the relevant member of the Executive a leave of absence.
- (4) Leave must not be withheld without good reason.

30.

- (1) In this clause, an “absent Executive member” means a member of the Executive who was absent (without leave of absence granted by the Executive) for:
 - (a) three consecutive meetings of the Executive; or
 - (b) five meetings of the Executive in a term of the Executive.
- (2) An absent Executive member may be dismissed by a two-thirds majority of the Executive present and voting.
- (3) It is the duty of the President and Secretary to:
 - (a) notify all members of the Executive that a member of the Executive is an absent Executive member as soon as practicable; and
 - (b) move a motion for their dismissal at a meeting of the Executive immediately following the notification and, if necessary, at any subsequent meeting of the Executive.
- (4) The Executive must give the absent Executive member a reasonable right of reply, by submitting a written response and/or speaking at the meeting. However, nothing prevents the Executive from dismissing an absent Executive member if they do not wish to exercise their right or, after a reasonable time, makes no reply.
- (5) To remove any doubt:
 - (a) Although it is the duty of the President and Secretary to move a motion so that discussion can take place, they are under no duty to vote affirmatively to their motion; and
 - (b) Nothing in sub-clause (3) prevents a different member of the Executive from issuing a notification or moving a motion that an absent Executive member be dismissed; and
 - (c) Nothing in this clause limits the General Meeting’s power to remove a member of the Executive pursuant to clauses 31 or 33(a).

Dismissing elected members at General Meeting

31.

- a) The members of the Society may, at a General Meeting, carry a motion on notice to

dismiss any member of the Executive by a two-thirds majority vote of those members present and voting.

b) [Repealed]

Filling casual vacancies of elected members

32.

- (1) The members of the Society may, at a General Meeting, carry a motion on notice to elect any member of the Society to fill a vacant elected position by a two-thirds majority vote of those members present and voting.
- (2) Where there is a vacancy in an elected position, the Executive may appoint a member of the Society to act in the position from the time of the vacancy to the filling of that position under sub-clause (1). However, the acting member of the Executive shall hold office for not more than eight weeks.

Dismissing appointed members

33. An appointed member of the Executive may be dismissed:

- a) by a two-thirds majority vote of those members of the Society present and voting at a General Meeting, provided that the member is given a reasonable right of reply; or
- b) if the member has unreasonably acted in a manner inconsistent with the objects of the Society as set out in Part 3, and:
 - i. the member has received a private warning from the President, Vice-President (Social Justice), Vice-President (Careers) and Vice-President (Education) collectively, and has continued to act inconsistently with the objects of the Society; and
 - ii. two thirds of the Executive vote to dismiss the member at a meeting of the Executive, provided that the member is given a reasonable right of reply.

Filling casual vacancies of appointed members

34. The Executive may appoint a member to fill a vacant appointed position subject to the conditions in clause 5D.

Part 8: Disciplining of Members and Resolution of Disputes

35. A complaint may be made to the Executive by any person that a member of the Society:

- a) has refused or neglected to comply with a provision or provisions of this Constitution or Bylaws, or
- b) has wilfully acted in a manner prejudicial to the interests of the Society.

36. The Executive may refuse to deal with a complaint if it considers the complaint to be trivial or vexatious in nature.

37. If the Executive decides to deal with the complaint, the Executive:

- a) must cause notice of the complaint to be served on the member concerned, and
- b) must give the member at least 14 days from the time the notice is served within which to make submissions to the Executive in connection with the complaint, and
- c) must take into consideration any submissions made by the member in connection with the complaint.

38. The Executive may, by resolution, expel the member from the Society or suspend the member from membership of the Society if, after considering the complaint and any submissions made in connection with the complaint, it is satisfied that the facts alleged in the complaint have been proved and the expulsion or suspension is warranted in the circumstances.
39. If the Executive expels or suspends a member, the Secretary must, within 7 days after the action is taken, cause written notice to be given to the member of the action taken, of the reasons given by the committee for having taken that action and of the member's right of appeal under Part 9.
40. The expulsion or suspension does not take effect:
 - a) until the expiration of the period within which the member is entitled to appeal against the resolution concerned, or
 - b) if within that period the member exercises the right of appeal, unless and until the appeal is determined under Section 46.

Part 9: Right of appeal of disciplined member

41. A member may appeal to the Faculty of Law, against a resolution of the Executive under Section 38, within 7 days after notice of the resolution is served on the member, by lodging with the Secretary a notice to that effect.
42. The notice may, but need not, be accompanied by a statement of the grounds on which the member intends to rely for the purposes of the appeal.
43. On receipt of a notice from a member under Section 41, the Secretary and/or President must notify an academic of the Faculty of Law, as soon as reasonably practicable, of the notice.
44. The Secretary and/or President is to provide to the academic of the Faculty of Law de-identified versions (in accordance with clause 45) of all necessary materials, including but not limited to:
 - a) the original complaint under clause 35,
 - b) the written notice under clause 39,
 - c) the note of appeal under clause 41, and
 - d) a statement of grounds on which the member intends to rely for the purposes of the appeal.
45. The Secretary and/or President is, to the best of their ability, to de-identify the necessary materials provided to the academic of the Faculty of Law under clause 44, so as not to reveal, the identity of:
 - a) the original complainant, and
 - b) the member concerned,unless the original complainant or the member concerned consent to their identity being revealed to the academic of the Faculty of Law.
46. The appeal is to be determined by that academic of the Faculty of Law. The determination of the academic are final and conclusive decisions of the Society

Part 10: Annual General Meetings

47.

- a) The Annual General Meeting of the Society shall be held annually in the month of March or April.
- b) At least fourteen (14) days' notice of the time and place of the Annual General Meeting must be given to all members of the Society.
- c) The Secretary shall circulate a notice of the particulars in a mail-out via email to the Society's database, through one of the recognised publications of the University of Sydney Union shall be deemed sufficient notice to all members of the Society.
- d) The Annual General Meeting shall be held between 9am and 9pm at a place on a campus of the University of Sydney during the semester teaching period (from the start of main semester to before the commencement of STUVAC). The meeting shall be held online using suitable audio-visual conferencing software and, where possible, at a place on a campus of the University of Sydney.

Motions on Notice

48.

- a) Motions on notice shall be conveyed to the Secretary of the Society at least seventeen (17) days before the Annual General Meeting.
- b) The Secretary shall give notice of such motions by notices placed on the notice boards of the Society or by an email sent to members no less than fourteen (14) days before the Annual General Meeting.
- c) All motions on notice shall be made available to members of the Society on request.
- d) This rule does not apply to motions to amend the Constitution, which must comply with the procedure set out in Part 16.
- e) The rule does not apply to motions to amend the Constitution, Electoral Regulations or Standing Orders of the Society, which must comply with the procedures set out in clauses 70, 73 and 76, respectively.

Order of business at Annual General Meetings

49. The agenda for the Annual General Meeting shall include:

- a) Opening and welcome;
- b) Acknowledgement of Country, and/or Welcome to Country as appropriate;
- c) Apologies and leaves of absence;
- d) Minutes of the previous meeting;
- e) Business arising from the minutes;
- f) Correspondence;
- g) Motions on notice;
- h) Annual Reports of the President, Treasurer, Secretary and other Executive Members;
and

- i) General Business.

Part 11: General Meetings

Convening of General Meeting

50. The Society shall hold General Meetings as required during the semester teaching period (from the start of main semester to before the commencement of STUVAC). The General Meeting shall be held between 9am and 9pm. The meeting shall be held online using suitable audio-visual conferencing software, and where possible, at a place on a campus of the University of Sydney.

50A. A Special General Meeting of the Society shall be convened:

- a) By the Secretary at any time, for any worthy purpose, and he or she shall do so forthwith upon receipt of the written application of twenty percent (20%) of Members of the Society stating the purposes for which the meeting is called. The business debated at a Special General Meeting shall be confined to the purposes in the notice; or
- b) By the President of the Society, or in the case of misadventure, by one of the Vice-Presidents.

50B. If an application is received in accordance with section 50A(a), the Secretary shall convene a Special General Meeting within twenty-one (21) days.

Notice of General Meeting

51. Except where otherwise provided, the Secretary shall give at least seven (7) days' notice of the time and place of a General Meeting through one of the recognised publications of The University of Sydney Union and, if possible, the Society notice board, and if possible, by a mail-out to all members. (A mail-out is understood to include communication by e-mail.)

52. The procedure at all meetings shall follow the normal rules of debate.

53. The agenda for a Special General Meeting shall include:

- a) Opening and welcome;
- b) Acknowledgment of Country, and/or Welcome to Country as appropriate;
- c) Apologies and leaves of absence;
- d) Minutes of the previous meeting;
- e) Business arising from the minutes;
- f) Correspondence;
- g) Motions on notice;
- h) Reports of Executive Members, as required; and
- i) General business.

Motions on notice

53A.

- a) Motions on notice shall be conveyed to the Secretary of the Society at least seventeen (17) days before the Special General Meeting.
- b) The Secretary shall give notice of such motions by notices placed on the notice

boards of the Society or by an email sent to members no less than fourteen (14) days before the Special General Meeting.

- c) All motions on notice shall be made available to members of the Society on request.
- d) This rule does not apply to motions to amend the Constitution, which must comply with the procedure set out in Part 16.
- e) The rule does not apply to motions to amend the Constitution, Electoral Regulations or Standing Orders of the Society, which must comply with the procedures set out in clauses 70, 73 and 76, respectively.

Part 12: Quorum at General Meetings

54. The quorum for all General Meetings of the Society shall be the lesser of one-third of members or fifteen (15) members.

55.

- a) If, within thirty (30) minutes from the time appointed for the commencement of a General Meeting, a quorum is not present, the meeting, if convened upon the requisition of members, shall be dissolved.
- b) In any other case, the meeting shall stand adjourned until the same day in the next week, at the same time and place, and if at such adjourned meeting a quorum is not present, those members who are present shall be a quorum and may transact the business for which the meeting was called.
- c) The Secretary shall give fresh notice of such an adjourned meeting.

Part 13: Finance

Funds of the Society

56. The funds of the Society are to be derived from sponsorship, donations, merchandise sales, event ticket sales, and any other sources the Executive determines.

57. The funds of the society shall be dealt with as follows:

- a) Whenever any person(s) deals, at the request or the direction of the Executive, with any money in the preparation, arrangement or execution of any function or activity of the Society, such person(s) shall lodge receipts with the Treasurer, indicating in writing the reason for the expenditure.
- b) Notwithstanding anything contained in this Constitution or the Bylaws, all assets and funds of the Society shall be used solely to further the Objects of the Society, and no portion of those funds shall be paid or distributed to members of the Society except as compensation for out-of-pocket expenses.

57A.

- a) Prior to the commencement of the first semester of the calendar year, the members of the Executive shall endeavour to approve a preliminary version of the annual budget.
- b) This preliminary approval shall be deemed as approval for the purposes of clause 59(c).
- c) This preliminary budget may be changed at the discretion of the Treasurer with the approval of the Executive before formal presentation of the Annual Budget at the

Annual General Meeting.

Accounts of the Society

58. The Society shall have such banking accounts as the Executive sees fit and the signatories shall be:

- a) the Treasurer;
- b) the President; and
- c) the Secretary;
- d) the Equity Officer;
- e) any other member of the Executive that the Executive appoints when the Executive deems it necessary

any two of whom may operate such accounts on behalf of the Society.

Expenditure Authorisation

59. All payments from the Society shall be by cheque or electronic funds transfer (EFT), and shall be authorised as provided in this section.

- a) The Treasurer and one other signatory to the accounts of the Society may approve expenditure for items worth less than \$500.
- b) Expenditure for individual items \$500 or more may only be approved by a resolution of the Executive; and
- c) The approval by the Executive of the annual budget of the Society constitutes the approval by resolution, as required under subsection (b), for each item in that budget.
- d) If the Society is paying by EFT, the transfer of monies is to be initiated from the same banking account that is linked to the chequebook.

Compliance and Audit

60. The finances of the Society shall be maintained in accordance with the requirements of the Clubs & Societies Office of The University of the Sydney Union immediately following the Financial Year End of the Society in the month of December each year.

Financial Year

61. The financial year of the Society shall run from 1 January to 31 December.

Part 14: Property

62. All property of the Society shall be vested in the Executive, and shall be dealt with in such a manner as directed by the Society in any meeting in accordance with this Constitution or the Bylaws.

Part 15: Patrons

63. The patrons of the Society shall be:

- a) the Dean of the Faculty of law; and/or
- b) anyone the Executive deems fit.

Part 16: Miscellaneous

Concessions

64. No concession shall be given to any person in the nature of free or discounted tickets to any function arranged by or in conjunction with the Society, unless:

- a) the person has been approved for an equity grant or program by the equity officer, in accordance with any relevant By-laws, or
- b) a motion to that effect is approved by two-thirds of the members present and voting at an ordinary meeting of the Executive.

Availability of Documents

- 65. Every member shall be entitled to a copy of this Constitution and the Bylaws free of charge. They shall be made publicly available on the website of the Society.
- 66. All records, books and other documents relating to the Society must be kept in New South Wales at the Society's official address, in the custody of the public officer or other member determined by the Executive.
- 67. The following documents must be open to inspection, free of charge, by a Member of the Society, at any reasonable hour:
 - a) This Constitution;
 - b) The Bylaws; and
 - c) Minutes of all Executive and General Meetings of the Society.
- 68. A Member may obtain a copy of any of the documents referred to in Section 67 on payment of a fee of not more than \$1 for each page copied.
- 69. The Executive may refuse to permit a member to inspect or obtain a copy of records of the Society that relate to confidential, personal, employment, commercial or legal matters or where to do so may be prejudicial to the interests of the Society.

Part 17: Alterations to the Constitution

- 70. This Constitution may be amended or added to by a three-quarters majority of those members present and voting at any General Meeting, provided that:
 - a) Notice of such proposed change has been given to the Secretary, in writing, at least seventeen (17) days before such meeting;
 - b) The Secretary has given at least fourteen (14) days' notice of such proposed changes to all members of the Society;
 - c) The said amendment(s) do not contravene any University of Sydney or University of Sydney Union regulation(s);
 - d) A copy of the amended constitution, and minutes of the meeting at which the amendment(s) were made, are presented to the Clubs and Societies Office of the University of Sydney Union within fourteen (14) days of the meeting; and,
 - e) The amendment(s) do not become effective until approved by the University of Sydney Union.
- 71. For the purposes of clause 70(b), "notice" means a mail-out via email to the Society's database and on the Society's website.
- 72. The Bylaws may be amended or added to by an absolute majority of those Executives present and voting at any Executive meeting. However, the By-laws shall not take effect until the amendments are notified to members of the Society in the Society's newsletter and updated on the Society's website.

Part 18: Electoral Regulations

73. The Society in General Meeting may make such regulations as may be necessary for the conduct of elections and other incidental matters, subject to the following:
- a) notice of any motion to amend the regulations must be given to the Secretary, in writing, at least seventeen (17) days before the General Meeting;
 - b) the Secretary must give at least fourteen (14) days' notice of such proposed changes to all members of the Society;
 - c) a mail-out via email to the Society's database and publication on the Society's website shall be deemed sufficient notice to all members of the Society;
 - d) the changes must be approved by two-thirds majority of members present and voting at the General Meeting;
 - e) any Regulation changes made between the appointment of the Electoral Officer and the final determination of any appeals arising out of the election shall be of no effect until after the Notice of Election Result or final determination of any appeals arising out of the election (whichever is later);
 - f) the Regulations must be attached as Appendix 1 to this Constitution; and
 - g) the Regulations must not be inconsistent with this Constitution.
74. The SULS Executive should continually review the Electoral Regulations to ensure they promote accessibility and transparency.
75. Every two years, the Executive should conduct a formal review of the Electoral Regulations to consider whether they promote accessibility and transparency, and seek to amend the regulations where necessary in accordance with section 73 of this Constitution.

Part 19: Standing Orders

76. All meetings of the Society, including meetings of the Executive, shall be conducted in accordance with the Standing Orders of the Society.
77. The Standing Orders may be amended by the Society in General Meeting, subject to the following:
- a) Notice of any motion to amend the Standing Orders must be given to the Secretary, in writing, at least seventeen (17) days before the General Meeting;
 - b) The Secretary must give at least fourteen (14) days' notice of such proposed changes to all members of the Society;
 - c) A mail-out via email to the Society's database and the Society's website shall be deemed sufficient notice to all members of the Society;
 - d) The changes must be approved by a majority of members present and voting at the General Meeting;
 - e) The Standing orders must be attached as Appendix 2 to this Constitution; and
 - f) The Standing orders must not be inconsistent with this Constitution.
78. The Procedure for creating, adding to or repealing the Standing Orders is the same as the procedures for amending them set out in clause 77.

79. If at any time no Standing Orders are in force, all meetings of the Society shall be conducted in accordance with the Standing Orders of the University of Sydney Union, so far as they are applicable.

Part 20: Campus Committee

80. The elected positions of the Campus Committee shall be comprised of at least $(n-1)/2$ female identifying or non-cis male in each year group. Where n represents the total number of elected representatives for each year group on the Committee. Where $(n-1)/2$ represents a non-integer number the figure will be rounded up to the nearest whole number.
81. The Campus Committee must be comprised of both undergraduate and postgraduate students. The specific composition of the Campus Committee will be up to the discretion of the Campus Director and the Executive.
82. The Campus Committee shall be chaired by the Campus Director.
83. The responsibilities of the Campus Committee shall include:
- a) assisting the Executive in carrying out its objects;
 - b) organising other events and activities as the Executive sees fit;
 - c) organising other events and activities as the Campus Committee sees fit.

Part 21: Relationship with the Sydney University Law Revue Society

84. It is acknowledged that it is in the interests of the Sydney University Law Society and all students of the Faculty of Law at Sydney University that the Sydney University Law Revue continues to be produced on an annual basis.
85. The Sydney University Law Society will endeavour to support the Sydney University Law Revue by means including, but not limited to:
- a) Allowing limited access to an usage of the SULLS office and SULLS storage space during the Law Revue pre-production period, where no other such facilities are available or practicable and pursuant to the approval of the SULLS Executive;
 - b) Raising sponsorship funds and making representations to existing and prospective sponsors on behalf of the Sydney University Law Revue Society (as per clause 13(d));
 - c) Any other reasonable activities undertaken in support of and for the benefit of the Sydney University Law Revue which are consistent with the aims and interests of the Sydney University Law Society and the interests of students of the Law Faculty at Sydney University.
86. The Sydney University Law Society will liaise with the 'SULLS Liaison Officer' of the Sydney University Law Revue Society who will be authorised to represent the interests and views of the Sydney University Law Revue Society in any such discussions.

Part 22: Dissolution

87. The Society may be dissolved by resolution of a three-quarters majority vote of those members present and voting at a General Meeting. If, on dissolution there remains any monies or property, they shall, with the consent of the Clubs and Societies Office, be transferred to a cultural charitable or educational organisation as the Society in a General

Meeting may resolve.

88. The Secretary shall give at least fourteen (14) days' notice of the time and place of such a General Meeting by a mail-out to all members and publishing the notice on the Society's website. (A mail-out is understood to include communication by e-mail.)

Part 23: Inactivity

89. The Society shall be deemed inactive after any continuous six-month period in which that Club or Society has remained unregistered. If, upon inactivity, there remains any monies or properties, the Clubs & Societies Office shall control such properties and all money will be deposited into a USU-administered trust account and will be returned to the Club should it reform. After a total of eighteen months of inactivity, all Society funds will be transferred to the USU general account.

Part 24: Recognition

90. The Society shall comply with all requirements of the University of Sydney and the University of Sydney Union for recognition as a registered society of the University of Sydney Union.

Part 25: Independence

- 91.
- (1) A member of the Executive must not use the resources of the Society to promote candidates for any election, including, but not limited to, Commonwealth or State parliamentary, local government, University, club or society elections.
 - (2) Sub-clause (1) does not apply where the Executive members are doing so at the instruction of the Electoral Officer of the Society's elections to provide a forum for candidates or prospective candidates of those elections.

Appendix 1: Electoral Regulations

1AA Interpretation of the Electoral Regulations

- a) Subject to sub-section (b), sections 1 to 1F (the *protected sections*) prevails over any inconsistent provision contained in the Electoral Regulations, except section 17, to the extent of the inconsistency, unless the inconsistent provision expressly provides that it is to have effect despite anything contained in the protected sections or a part of the protected sections (however expressed).
- b) Where section 17 applies, that section prevails over any inconsistent provision contained in the Electoral Regulations, including the protected sections, to the extent of the inconsistency.

1. Expressions of Interest Generally

- a) An *Expression of Interest* is a statement by a member of the Society that expresses interest in one or more elected positions of the Executive that is submitted to the Electoral Officer.
- b) An Expression of Interest shall be no more than a one-page A4 document, of up to 500 words, and may contain information about the prospective candidate's experience, general vision for SULS and contact information. However, it must not contain any specific policies.
- c) The Electoral Officer may require changes be made to an Expression of Interest prior to it being issued to ensure it complies with section 12 of these Regulations.
- d) An Expression of Interest that does not comply with the requirements in sub-section (b) (*defective EOI*) shall not be immediately rejected. The Electoral Officer shall make all reasonable efforts to advise the prospective candidate to make relevant amendments. For the avoidance of doubt, although a defective EOI may not be immediately rejected, a defective EOI must not be published.
- e) No person may nominate for President unless they have submitted an Expression of Interest for President to the Electoral Officer.
- f) A person that does not submit an Expression of Interest is not prevented from nominating for an elected position other than President.
- g) For the avoidance of doubt, a person who submits any Expression of Interest is not obliged to nominate for any position, including Presidential Expressions of Interest.

1A Presidential Expressions of Interest

- a) 28 days prior to nominations opening, a notice shall be issued by the Electoral Officer (*'Expression of Interest Callout'*) outlining:
 - i) that any candidates wishing to become a prospective candidate for the Elected Executive submit an Expression of Interest to the Electoral Officer;
 - ii) the requirements for the Expression of Interest, in accordance with clause 1.
- b) 14 days prior to nominations opening, a notice shall be issued by the Electoral Officer outlining a list of persons who have nominated as a prospective Presidential candidate, and attaching copies of the Expressions of Interest that have been submitted. No further Presidential Expressions of Interest may be submitted after this date, with the exception of

paragraph (f).

- c) 7 days prior to nominations opening, a notice shall be issued by the Electoral Officer outlining a list of persons who have nominated as a prospective Executive Candidate not being a Presidential Candidate, and attaching copies of the Expressions of Interest that have been submitted.
- d) In the event that fewer than two Presidential Expressions of Interest are submitted by 14 days prior to nominations opening, the period which Presidential Expressions of Interest may be submitted to the Electoral Officer will be extended by 7 days. The Electoral Officer shall issue a notice informing members of this extension. This notice shall be issued concurrently with the notice contemplated by paragraph (d) above. If there are further Presidential Expressions of Interest submitted, an updated list of Presidential candidates shall be issued by the Electoral Officer 7 days prior to nominations opening. If there are no further Presidential Expressions of Interest submitted, the Electoral officer shall, concurrently with the notice contemplated by paragraph (d) above, issue a notice indicating that no further Presidential Expressions of Interest had been received.

1B Members may form tickets

- a) After the publication of Executive Expressions of Interest a person may approach any interested person to join a ticket that contains a prospective Presidential candidate whose Expression of Interest for President has been published (at the time of approaching the candidate).
- b) However, nothing in sub-section (a) permits a person to approach or attempt to approach a member of the Society to form or join a ticket that has a prospective Presidential candidate who does not have a published Expression of Interest for President (at the time of approaching the candidate).
- c) For the avoidance of doubt, it is prohibited for (and nothing in sub-section (a) permits) a person to approach any prospective candidate or other candidates to form or join a ticket if there are no Expressions of Interest for President.

1C [Repealed]

1D [Repealed]

1E [Repealed]

1F [Repealed]

2. Notice of Election and Timing

- a) Nominations shall be open from 28 days prior to the commencement of the period of voting.
- b) The nomination period shall last for 14 days, such that the close of nominations is 14 days prior to the commencement of voting.
- c) A Notice of Election shall be issued 28 days prior to the commencement of the period of voting by the Electoral Officer outlining:
 - i) that nominations have opened;
 - ii) the time and date for close of nominations;
 - iii) the times and dates for voting;

- iv) the spending cap for that year's elections; and
 - v) the date and time that campaigning may commence.
- d) For the purposes of these Regulations "issued" or to "issue" means to distribute by mail-out to all members of the Society. Such a mail-out is understood to include communication by email.
 - e) All ticket nomination forms are due at the close of nominations. Upon the receipt of a nomination form, the Electoral Officer will review nominations as per section 3 of these Regulations. The Electoral Officer will make all reasonable efforts to contact the ticket if the nomination form is incorrect, and changes may be made up until the end of a 24-hour review period after the close of nominations.
 - f) Where the Electoral Officer is unable, despite best efforts, to verify a nomination form before the 24-hour review period after the close of nominations, the nomination will not be immediately considered invalid. The Electoral Officer will make all reasonable efforts to verify such nomination forms during the remainder of the Elections.
 - g) If the Electoral Officer discovers any default of eligibility of persons on the nomination form after the 24-hour review period on the basis of membership of the Society:
 - i) Any default for single candidates appearing on a ticket nomination form shall not render the entire nomination form invalid, only the nomination of the affected individual(s). If their ticket is elected, their position shall be deemed vacant and the Executive must fill the position as a casual vacancy.
 - ii) Any default of eligibility for nominators appearing on a ticket nomination form shall not render the entire nomination form invalid. The Electoral Officer will make all reasonable efforts to contact the ticket if there is an ineligible nominator on the nomination form, and changes may be made up until 24 hours after the Electoral Officer first contacts the ticket with this issue. Any failure to provide a valid nominator after this point will render the ticket nomination invalid.
- Note:** See section 4(e).
- h) Campaigning will begin 7 days prior to the commencement of the period of voting and will conclude with the conclusion of the period of voting.
 - i) The Annual Elections of the Society will be held in the second semester of each year during the teaching period.

3. Eligibility

- a) In order to vote in an election, a person must be a member of the Sydney University Law Society as outlined in clause 4 of the Society's Constitution. For the avoidance of doubt, this shall include:
 - i) Final year law students concluding their degree in the semester of the Annual Elections;
 - ii) Students who are not undertaking any law units in that academic year or semester but who are proceeding to a law degree or diploma; and
 - iii) Students on exchange.
- b) In order to nominate for a position on the Executive, a person must be a member of the Society who is not:
 - i) will not have finished the coursework requirements of their award from the Faculty of Law by 31 December of the year of the Elections; or

- ii) if so, intends on proceeding to postgraduate coursework or research after the year of the Elections.
- c) Students who will have finished the coursework requirements of their award from the Faculty of Law by 31 December of the year of the Elections and will be completing Honours in a discipline other than law in the following year shall not be eligible to nominate.
- d) In the event that a person who is elected ceases to comply with these requirements, their position shall be deemed vacant and the Executive must fill the position as a casual vacancy.

4. Nominations

- a) All valid nominations for elections of the Sydney University Law Society must be on the form issued by the Electoral Officer and include the following information about the candidate for each position:
 - i) Name
 - ii) Student Identification Number
 - iii) University of Sydney Union Membership Number
 - iv) Signature
- b) Each nomination form must be signed by an additional ten people (*Nominators*). In order to nominate a candidate, the person must be eligible to vote in accordance with these Regulations.
- c) In order to be nominated as a candidate, the student must comply with the requirements of section 3 of these regulations.
- d) Candidates must run grouped as a ticket. They must lodge a ticket nomination form prescribed in accordance with section 4(a) above.
 - i) Any default of eligibility for single candidates appearing on a ticket nomination form shall not render the entire nomination form invalid, only the nomination of the affected individual(s). If this is discovered at the close of nominations, tickets will have until 24 hours after the close of nominations to replace ineligible candidates or rectify their eligibility as per section 2(f).
 - ii) To be eligible to be grouped as a ticket, the ticket must nominate candidates for all elected positions of the Society pursuant to clause 5A of the Constitution.
 - iii) Tickets are entitled to choose a name not exceeding 25 characters for their ticket that will appear on the ballot paper.
 - iv) Ticket names must not be offensive to, vilify, or defame a person or persons; contradict or be likely to contradict any State or Federal law.
 - v) If the Electoral Officer rejects a ticket name and the ticket nomination is received prior to or at the close of nominations, the Electoral Officer shall make reasonable attempts to notify the primary contact for the ticket that is liable to have their name rejected and give them an opportunity to rectify before 24 hours after the close of nominations.
 - vi) If a ticket name is rejected more than 24 hours after the close of nominations, the rejection shall not affect the nomination or grouping of the candidates on the ticket but the ticket will not be entitled to have a name appearing on the ballot paper.
 - vii) A ticket may not include more nominations for a position than there are positions

available.

- viii) A primary contact for a ticket need not be a candidate for that ticket but may not be a candidate running for another ticket in that election.
- ix) Tickets must comply with the affirmative action requirements in section 16 of these Regulations and where applicable, clause 5CA of the Constitution.
- x) No person shall be a candidate on more than one ticket in an Election.
- e) At the close of nominations, the Electoral Officer will make a determination on the validity of the nominations. Where a nomination is received or prior to the close of nominations, the Electoral Officer shall make reasonable attempts to notify any person whose nomination is liable to be rejected at the conclusion of the 24-hour review period contemplated by section 2(i) and give them an opportunity to rectify. Occasions where this will be appropriate will include, but not be limited to:
 - i) the incorrect completion of the prescribed nomination form;
 - ii) the ineligibility of candidate(s) or nominator(s).
- f) The Electoral Officer must reject any nomination which:
 - i) is not delivered to the Electoral Officer by the date and time specified as the close of nominations; or
 - ii) is not in the form prescribed by the Electoral Officer in these Regulations; or
 - iii) shows a candidate who is running as part of the ticket as a Nominator; or
 - iv) does not comply with the eligibility requirements for candidates and nominators in (b).
- g) 7 days prior to the commencement of the voting period, the Electoral Officer shall issue a notice with a list of candidates and their nominators after having conducted a draw for the order in which each ticket shall appear on the ballot paper. This list shall be issued to all members of the Society and shall signify the start of campaigning. The notice must list the candidates in the order the tickets appear on the ballot paper.
- h) Where a person withdraws their nomination after the close of nominations, the nomination of the ticket as a whole will not be declared invalid. The election will proceed as normal but the person will be deemed to resign immediately upon declaration of the result of the ballot. The position shall then be filled by the incoming Society Executive in accordance with the processes for filling casual vacancies.

5. Voting

- a) Voting shall be by secret ballot.
- b) Voting times and dates are to be set by the Electoral Officer in consultation with the Executive.
- c) Voting shall be online and must be open for a period of no fewer than forty-eight hours.
- d) [Repealed]
- e) [Repealed]
- f) [Repealed]

- g) [Repealed]
- h) [Repealed]
- i) [Repealed]
- j) [Repealed]
- k) [Repealed]
- l) Where, by circumstances beyond the control of the Electoral Officer, the voting cannot be conducted as advertised in the Notice of Election, the Electoral Officer has the discretion to extend polling times or amend polling conducted online as they consider appropriate. If such a decision is made, an amended Notice of Election should be issued to all members of the Society advising of the new polling changes. The primary contact for each ticket must be advised of the change.

6. Method of voting

- a) The method of voting shall be by optional preferential voting.
- b) Upon receipt of a ballot, a voter may vote by:
 - i) recording their vote for at least one ticket by placing “1” in the defined space opposite the name of the candidate for whom they desire to give their first preference vote; and
 - ii) may, if they wish, vote for additional candidates by placing consecutive numbers beginning with the number “2” in the defined space opposite the names of those additional candidates in the order of their preference for them.
- c) [Repealed]
- d) [Repealed]

7. Ballots

- a) The ballot paper is to be in the form prescribed by the Electoral Officer.
- b) Ballots will allow voters a choice of voting for all ticket(s) in the Elections.
- c) Only a choice between tickets and not individual candidates shall be offered on the ballot.

8. Counting the votes

- a) [Repealed]
- b) The counting of the ballot shall occur in the following manner:
 - i) For a ballot to be accepted as casting a formal vote it must comply with section 6(b).
 - ii) Once the formality of ballots has been assessed, the ticket votes shall be counted.
 - iii) Each ticket vote shall be regarded as a vote for each candidate in each position on the ticket.
 - iv) The ballots will be counted as follows:
 - A) If a ticket has a majority (greater than half) of the first preference votes, they shall be declared elected.
 - B) If no ticket is elected under sub-paragraph (A), another count is performed. In this count, the ticket with the fewest votes shall be excluded. Each of their

ballots that have not been exhausted shall be transferred to the ticket next in order of the voter's preferences and counted to them as a vote. If after this count, a ticket has a majority (greater than half) of the votes remaining in the count, they shall be declared elected.

- C) If no ticket is elected under sub-paragraph (B) and more than one ticket remains, the process (and not the precondition) of performing an additional count described by sub-paragraph (B) shall be repeated until one ticket has a majority (greater than half) of the votes remaining in the count. That ticket shall be declared elected.
 - D) [Repealed]
 - E) If after performing a count under sub-paragraphs (B) or (C) where the ticket with the lowest number of votes is to be excluded, 2 (or more) tickets have an equal number of votes (that number being fewer than the number of any other ticket or those tickets being the only continuing tickets), the ticket with the lower or lowest number of votes at the most recent count where they did not have an equal number of votes shall be excluded. If the tickets had an equal number of votes at all preceding counts, the Electoral Officer must prescribe a method by which one of those tickets is to be randomly selected and excluded.
 - F) A ballot is exhausted for the purposes of sub-paragraph (B) and is deemed not to remain in the count if all the tickets given preferences by the voter have been excluded.
- v) The Electoral Officer must complete the Notice of Election Result outlining the results of the election at the completion of the count of the ballot. This Notice shall include the votes received by each ticket and explicitly state who was successfully elected in each position. The Notice must also identify the deadline for appeals against the outcome in compliance with section 9(a).
 - vi) The Notice of Election Result shall be issued to all members of the Society. Copies shall be provided to all scrutineers present for the count as well as on request to any candidate who asks for one.
- c) [Repealed]
 - d) A ticket is entitled to have one scrutineer overseeing the conduct of the count. Scrutineers are subject to the following conditions:
 - i) Scrutineers must be appointed by the ticket in writing signed by the primary contact for the ticket.
 - ii) Where a primary contact is the intended scrutineer, so long as they are not a candidate in the election, they may act as scrutineer if appointed in writing signed by the candidate for the President for that ticket;
 - iii) Scrutineers may not be candidates in the election;
 - iv) Scrutineers are entitled to raise objections to the conduct of the count including raising questions about the ballots;
 - v) Scrutineers are entitled to raise objections to the conduct of the count including raising questions about formality of ballots
 - vi) [Repealed]

vii) Scrutineers must follow the directions of the Electoral Officer and the Assistant Electoral Officers at all times. Failure to do so will result in their exclusion from the counting space (whether online or otherwise). A ticket is entitled to replace them with another scrutineer appointed in writing by the primary contact;

viii) Where the Electoral Officer regards that a scrutineer is acting in a disruptive, belligerent or unworthy fashion, they may exclude the scrutineer from the ballot room. The scrutineer's candidate or ticket is entitled to replace them with another scrutineer;

ix) Where the primary contact is unavailable to appoint a scrutineer, the candidate for President for that ticket may appoint one in writing.

e) [Repealed]

9. Complaints process

- a) Where the Electoral Officer has witnessed first-hand or has been provided with evidence that they believe establishes a breach of the regulations they must provide particulars of the alleged act or omission in writing to the person, candidate or primary contact of a ticket giving them a reasonable opportunity to respond to the allegation in writing. In setting the timeframe for response, regard must be had to the remaining length of the election campaign and the need for expediency in determining the matter.
- b) The Electoral Officer must act upon any complaint that is provided to them in writing alleging a breach of the Regulations. In all such cases the Electoral Officer shall provide particulars of the alleged act or omission in writing to the person, candidate or primary contact of a ticket (including a copy of the original allegation) giving them a reasonable opportunity to respond to the allegation in writing. In setting the timeframe for response, regard must be had to the remaining length of the election campaign and the need for expediency in determining the matter.
- c) Complaints to the Electoral Officer must contain the name and contact details of the person(s) making the complaint, particulars of the allegation and any supporting evidence.
- d) When the time for response to the complaint has elapsed, the Electoral Officer must dismiss the complaint, take steps to further investigate the matter, or impose such sanctions as they see fit in accordance with these Regulations.
- e) The Electoral Officer shall have power to conduct further investigations as he or she sees fit but must adhere to the principles of natural justice as required.
- f) However, where the Electoral Officer deems that a complaint requires sensitivity not sufficiently addressed by sub-sections (a) to (c), they may handle the complaint as they see fit but must adhere to the principles of natural justice as required.

10. Sanctions for breach of the Regulations

- a) Any person who knows of and does not report, consents to, or commits or aids or abets a breach of these Regulation is deemed to have breached the Regulations. If the person is a candidate or a prospective candidate, they are to be disqualified from the election.
- b) Depending on the seriousness of the breach, the candidate or prospective candidate's entire ticket may be subject to disqualification
- c) The decision to disqualify a candidate on the basis of failing to report, consenting to, committing or aiding and abetting a breach of the Regulations may be appealed but appeals shall be confined to the question of whether they did or did not in fact do or fail to do the thing alleged.

- d) The Electoral Officer has discretion to impose a lesser penalty that they deem reasonable in the circumstances but the decision to impose a lesser penalty may itself be the subject of an appeal.
- e) Persons who are not candidates but commit or aid and abet a breach of these Regulations are subject to any penalty which the Electoral Officer has jurisdiction to impose including disqualification of their ticket (in the case of a primary contact who is not a candidate), barring from further participation in any formal process associated with the Annual Election, or, in extreme circumstances, suspending their right to vote in the election that year and/or suspending their right to nominate or apply for the Executive for 18 months.
- f) Where a person who is not a candidate has their vote in the election suspended, the person may appeal that decision until the close of voting. When that appeal has been made the person must be issued with a declaration vote and their appeal will be determined after the count if there are sufficient declaration votes to change the outcome of the election.
- g) A register shall be kept by the Electoral Officer of all complaints upheld against candidates and other persons whose conduct results in a decision that suspends their right to campaign, disqualifies their ticket, suspends their right to vote, or suspends their right to nominate and made available to the NSW Law Society for the purposes of determining whether any person is a “fit and proper person” to be a legal practitioner.
- h) Where either the person contemplated in section 12(b) is unidentifiable, and the Electoral Officer deems there is a breach of the Regulations, or where the Electoral Officer is investigating a breach of Regulations relating to section 12(m), the ticket or candidate which such a comment or conduct respectively is seen to benefit must be contacted and asked to rectify the situation. Where it can be established reasonable attempts have not been made to do so, the ticket or candidate is deemed to have consented to a breach of the Regulations.

11. Appeals

- a) [Repealed.]
- b) The only people with standing to make an appeal are prospective candidates not standing with a successfully nominated ticket and primary contacts acting with the written consent of every candidate on their ticket. Agents may make appeals on behalf of these people if an authority to do so is provided in writing, signed by the primary contact or candidate. Where the primary contact is unavailable, standing extends to the candidate for President acting with the written consent of all other candidates on their ticket.
- c) Subject to sub-section (f), appeals in the first instance are made to the Electoral Officer.
- d) Recounts will only be conducted in the event of a successful appeal at the discretion of the Electoral Officer.
- e) The only acceptable ground for an appeal is an alleged breach of the Regulations as they relate to conduct of elections for the Society.
- f) If a candidate wishes to appeal on the basis of some improper or unfit conduct of the Electoral Officer, that appeal must be made to the Electoral Officer who must then refer it immediately to the Electoral Legal Arbiter for determination.
- g) The Electoral Officer, on receipt of an appeal alleging breach of the regulations, shall make a determination on the appeal within 3 working days of the appeal being made. The onus is on the appellants to provide evidence and submissions supporting their complaint.
- h) In determining the complaint, the Electoral Officer shall provide reasons for his/her decision

in writing to the appellants.

- i) If the appellants are not satisfied with the Electoral Officer's determination, they may advise the Electoral Officer within 72 hours of the first instance decision being made, that they wish to appeal further. The Electoral Officer must then refer the matter to the Electoral Legal Arbitrator. Where a further appeal is made in writing, the Electoral Officer must refer the appeal verbatim to the Electoral Legal Arbitrator.

12. Prohibited practices

- a) Prior to the publication of Expressions of Interest by the Electoral Officer under Clause 1(e), no person may:
 - i) solicit support or assistance for campaigning activities;
 - ii) approach or attempt to approach candidates to fill positions on a ticket.
- b) Prior to the campaigning commencement time outlined in the Election Notice, campaigning activities are prohibited. Such activities include, but are not limited to:
 - i) Publicly displaying or distributing any publication (including posters, stickers, flyers, letters, online communications, videos, sound recordings and t-shirts) containing any electoral matter;
 - ii) Publicly displaying or distributing letters (online or otherwise), emails, mobile phone text messages and other online communications;
 - iii) Soliciting support or assistance for campaigning activities to commence after the campaigning commencement time by way of email, mobile phone text message, or any mass-communication technique.
- c) A person shall not engage in any dishonest practice in relation to the election. Whether an act or omission is dishonest is a question to be determined by reference to the circumstances of the case.
- d) A candidate or prospective candidate must not make use of any Society or Law Faculty facilities to aid their attempt to be elected. In this sub-section, Society facilities includes, but is not limited to, any social media platforms, pages and groups, and digital assets established or maintained by the Society.
- e) No person shall, in relation to an election, print, publish or distribute (including via an electronic or internet source or medium), or cause, permit or authorise to be printed, published or distributed, any matter or thing containing a statement:
 - i) That is untrue;
 - ii) That is, or is likely to be, misleading or deceptive;
 - iii) That is discriminatory on any grounds, including but not limited to gender, sexuality, race, ethnicity or disability;

It shall be a defence to an allegation of breach of this subsection if the person proves that they did not know, and could not reasonably be expected to have known, that the matter or thing contained a statement of the kind referred to in paragraphs i. and ii. above.

- f) [Repealed.]
- g) No person shall publish or distribute any publication commenting on the election or containing any electoral matter without it being duly authorised with the name and student

identification number (SID) of the authoriser. This includes, but is not limited to:

- i) posters;
 - ii) stickers;
 - iii) flyers;
 - iv) letters;
 - v) online communications (excluding private messages and private emails from individuals, which are deemed to be those sent from one individual to another individual in their personal capacities. For the purposes of this provision, a message or email directed to multiple individuals shall be deemed as if it were multiple identical messages or identical emails sent separately to each of those individuals);
 - vi) videos;
 - vii) sound recordings; and
 - viii) t-shirts.
- ga) Responsibility for publication shall be attributed as follows:
- i. The authoriser shall be subject to any sanctions for breaches of the Regulations and any criminal or civil liability that arises from the publication.
 - ii. In cases where letters (online or otherwise), emails, and other online communications (including private messages and private emails from individuals) which clearly identify the individual sender (this may be by real name or known username or alias) are distributed, the sender shall be the one subject to any sanctions for breaches of the Regulations and any criminal or civil liability that arises from the publication.
 - iii. Where the Electoral Officer deems appropriate, they may also impose sanctions on a candidate or ticket for breaches of the Regulations arising from a publication, notwithstanding that the particular candidate or ticket members are not the official authoriser of the publication giving rise to the breach.
- gb) For the purposes of paragraph (g), a comment reacting electronically in response to any online publication shall be deemed to be duly authorised by the person who made the comment, provided the person is reasonably identifiable.
- h) No person may use the name and SID of a person for the purposes of authorising the publication without their consent.
- i) No person shall distribute or place any election material within the University of Sydney Library or any of its branches, the Society office, a goods or persons lift or a University of Sydney Union Catering Outlet.
- j) No person shall cause damage or defacement to any public or private property inside the University for the promotion of any candidate. For the purpose of this provision, “damage and defacement” shall be taken to include stickers and posters affixed by any defacing adhesives or chalking that cannot be removed with water, on the inside or outside of buildings, steps, handrails, footpaths, trees, poles, bins, signs or any part of the University and its surrounds not specifically set aside for such purposes.
- k) No person shall distribute any material or engage in any act which suggests that merit appointments to the Society Executive will be filled by a predetermined individual.

- l) No member of the Society that holds office on the Society's Executive or is involved in the organisation of a Society event may distribute material or solicit votes in connection with that event.
 - i) For the purposes of this section, distributing campaign material to event attendees or SULS group email lists and wearing election t-shirts shall constitute soliciting votes.
- m) No person who does not meet the eligibility criteria for membership of the Society in Part 4 of the Society's Constitution may participate in, aid or abet campaigning activities.
- n) Where necessary, no person shall engage in any act which may cause a breach of work, health and safety law.

13. Election spending

- a) Election spending shall be capped to \$750 for a ticket.
- b) The spending cap for that year's election shall be published in the Notice of Election.
- c) All actual expenditures and donations in-kind (included at the rate of their market value) shall be disclosed to the Electoral Officer within 7 days of the closing of the poll. This disclosure must include a full summary of expenditures incurred for the purpose of promoting their candidacy, substantiating receipts and a statutory declaration by the primary contact of a ticket swearing the accuracy of the disclosure.
- d) Breach of the spending cap and/or failure to comply with disclosure requirements shall result in disqualification of the ticket in breach. For the avoidance of doubt, the Electoral Officer must disqualify such a ticket.
- e) Where the Electoral Officer has reasonable suspicion that a ticket may have breached the spending cap, they may conduct an inquiry into their electoral expenditure to determine the accuracy of the disclosure provided.

14. Electoral officials

- a) The SULS Executive shall appoint an Electoral Officer to conduct the Annual Elections of the Society.
- b) Any Electoral Officer shall:
 - i) Not be a candidate, nominator, or member of the outgoing Executive, nor vote in the election;
 - ii) Not be eligible for any appointed position under the new Executive except the position of Electoral Officer in the following year's elections. For the avoidance of doubt this includes any appointed positions on the incoming Executive.
- c) The Electoral Officer shall, to ensure the fair and efficient conduct of the elections, be empowered:
 - i) To make and hear allegations of breaches of these regulations;
 - ii) To receive and hear complaints and appeals;
 - iii) To act independently of both the outgoing Executive, and any candidates/teams running in the election;
 - iv) To table their report at the first meeting of the incoming Executive; and

- v) To do or refrain from doing anything else that these Regulations require of the Electoral Officer.
- d) The Electoral Officer may appoint Assistant Electoral Officers to assist with conduct of the election. These officials shall act under the authority and supervision of the Electoral Officer and be empowered to:
 - i) Remove any material that contravenes these regulations;
 - ii) Issue ballot papers to eligible voters at the booths;
 - iii) Make statements of fact regarding forbidden practices they have witnessed for the Electoral Officer to interpret and rule upon;
 - iv) Oversee the conduct of candidates;
 - v) Oversee the conduct of the booth;
 - vi) Assist in the counting of votes;
 - vii) Do anything that the Electoral Officer delegates to them except the hearing of complaints and appeals.
- e) An act of an Assistant Electoral Officer is taken to be that of the Electoral Officer except to the extent that the Assistant Electoral Officer is acting beyond their stated powers or beyond their delegated duties.
- f) At the same time as the Executive appoints an Electoral Officer, it shall appoint an Electoral Legal Arbiter, who shall be a barrister or a solicitor of the Supreme Court of New South Wales of at least three (3) years standing or an academic of the Faculty of Law. Notice of the appointment of the Electoral Legal Arbiter shall be provided to members by an email to the Society's database.
- g) The Electoral Legal Arbiter shall:
 - i) Receive any appeals against the decisions of the Electoral Officer;
 - ii) Hold office from time of appointment until such time as all appeals arising out of the election have been determined; and
 - iii) Be empowered to do any other thing that they are empowered to do under these Regulations.
- h) The Electoral Legal Arbiter shall have the power, in any event that he or she is not available to hear complaints, to appoint a suitably qualified delegate consistent with the criteria in sub-section (f). If the Electoral Legal Arbiter does not do so in a reasonable timeframe, the Executive shall be empowered to appoint a suitably qualified substitute consistent with the criteria in sub-section (f).

15. Candidates' information evening

- a) At least one week prior to the Expression of Interest Callout, the Executive and Electoral Officer must hold an information evening open to all persons who meet the eligibility criteria for membership of the Society in Part 4 of the Society's Constitution to explain the role of each position and how the election is to be conducted.
 - i) [Repealed]
- b) The Electoral Officer must attend this meeting to answer any procedural questions that may arise relating to the conduct of the election.

- c) No less than a week prior to the information evening, a two-page summary of the electoral process and notice of the information evening shall be issued to the members of the Society, and published on the Society's website.
- d) The two-page electoral process summary shall include:
 - i) Key weeks;
 - ii) the nomination system;
 - iii) the voting method in effect for that election; and
 - iv) any other relevant information, including but not limited to, whether there will be any administrative anomalies expected in the Elections for that year.

16. Affirmative action

- a) The elected positions of the Executive shall be comprised of at least $(n-1)/2$ women-identifying members of the Society (where n is the number of elected positions on the Executive).
 - i) Where positions are left vacant at the conclusion of the election for any reason, the "n" shall be the number of positions that were elected, not the number of positions that were available to be elected.
 - ii) Where a vacant position is to be filled, the Executive must ensure that the constitution of the Executive remains compliant with the women-identifying $(n-1)/2$ requirement. Note that where a position is being filled as a casual vacancy, "n" shall be the number of positions on the Executive once that vacancy is filled.

17. No Presidential Expressions of Interest

- a) This section applies only if, after the close of the period contemplated in clause 1(f), there are no Expressions of Interest for President. This section applies notwithstanding anything in the Regulations.
- b) Of these Regulations, only sections 1-1B, 3, 8, 9, 10, 11, 12, 14 and 15 shall apply to the Election, as far as they are applicable.
- c) Notwithstanding sections 2(a) and (b), the Electoral Officer shall, after the close of the period contemplated in clause 1(f), if there are no Presidential expressions of interest, be deemed to have closed nominations.
- d) At the close of nominations clause 17(c), the Electoral Officer must also give notice for an Extraordinary General Meeting to be held between 21 to 28 days after the Special Round Notice is issued. The notice shall state:
 - i) That nominations for the Executive are re-open;
 - ii) The day and time on which nominations close;
 - iii) The time, date and place, if applicable, of the election;
 - iv) That the only persons eligible to be candidates are those eligible under section 3 of these Regulations, and that the only persons eligible to vote are members of the Society;
 - v) The agenda, which shall include the particulars of how the Elections shall take place.
- e) An Extraordinary General Meeting must be held during the semester teaching period (from

the start of main semester to before the commencement of STUVAC). The meeting shall be held between 9am and 9pm. The meeting shall be held online using suitable audio-visual conferencing software, and where possible, at a place on a campus of the University of Sydney.

- f) Nominations for each elected position of the Executive are to be open 7 days after the Special Round Notice is issued. The close of nominations shall be no later than the commencement time of the Extraordinary General Meeting at which the elections are to occur.
- g) A member of the Society may nominate themselves (but not any other person) for any position. A nomination is valid only if it is consistent with the form specified by the Electoral Officer, and if the candidate is eligible pursuant to section 3 of these Regulations.
- h) The Electoral Officer shall act as the Returning Officer for Elections conducted in this manner. The Returning Officer shall:
 - i) Be chair of the meeting, notwithstanding the Standing Orders;
 - ii) Have responsibility with the conduct of the election; and
 - iii) May appoint suitable persons, not being candidates for election, as Deputy Returning Officers.
- i) The Electoral Legal Arbiter shall be empowered to receive any appeals against the decisions of the Returning Officer in the manner described in section 11 of these Regulations.
- j) Where such a meeting is duly called, the structure of the Elections at this meeting shall be as follows:
 - i) A member of the Society is entitled to attend the Extraordinary General Meeting. Only members of the Society who attend the Extraordinary General Meeting may vote at that meeting.
 - ii) Ballots shall list the names of the individual candidates in surname alphabetical order.
 - iii) During the General Meeting, elections of each elected member of the Executive shall be carried out in the order that they are listed in clause 5A of the Constitution.
 - iv) Each candidate may speak for up to 1 minute but the speaking time may be varied by a resolution under the Standing Orders.
 - v) Where the number of candidates is equal to the number of roles for a position, that candidate shall be declared elected.

Note: At the time of enacting this Regulation, there are two roles for Competitions Director, and two roles for Social Director.
 - vi) Where the number of candidates is greater than the number of roles for a positions, voting shall be by secret ballot and shall be consistent with the counting mechanism in section 8 of these Regulations as far as it is applicable, provided that:
 - 1) The word “ticket” in section 8 shall refer to “candidate”.
 - 2) Where a position has multiple roles, there will be a single ballot for them, and the mechanism of counting votes shall be consistent with section 8 of these Regulations, but the counting will proceed even if a candidate has a majority of votes, and shall cease where the number of remaining candidates matches the number of available positions. Those remaining candidates shall be declared elected.

- vii) Should no person nominate for a position on the Executive, nominations may be taken from the floor at the Extraordinary General Meeting. Unfilled positions after this point will be formally re-advertised with 14 days' notice, and filled promptly as a casual vacancy by the Executive.
- k) The declarations of election by the Returning Officer shall constitute the Notice of Election Result.
- l) No business, including constitutional amendments or motions on notice, may be discussed or voted on at the Extraordinary General Meeting, unless moved by the Returning Officer with notice pursuant to the Constitution.
- m) The Returning Officer is empowered to make and publish Rules governing the fair and efficient conduct of the Extraordinary General Meeting and the Elections. In making the Rules, the Returning Officer must:
 - i) have regard to the practice of the Society in the running of General Meeting and any directions of the University of Sydney Union; and
 - ii) consult with the President and Secretary, provided they are not a candidate for the Election and it is appropriate to do so.
- n) It is prohibited to breach Rules made by the Returning Officer pursuant to sub-section (m).

18 Notice of Election Result to be final and conclusive

- a) The Notice of Election Result shall be final, binding and conclusive on the Society, unless varied by appeal by the Electoral Legal Arbiter and subject to compliance with any orders and directions of the University of Sydney Union.
- b) For the avoidance of doubt:
 - i) There is no requirement for the General Meeting to accept, ratify or confirm the Notice of Election Result;
 - ii) The General Meeting and Executive has no power to vary or reject the Notice of Election Result;
 - iii) But nothing precludes a discussion or expression of opinion at a General Meeting about the Notice of Election Result.

Appendix 2: Standing Orders Division I: Introduction

The Chair

1. The Chair of all meetings of the Society shall be the President or his or her delegate, unless otherwise specified in this Constitution.
2. The Chair shall convene all meetings promptly at the time advertised, but a meeting shall not commence until a quorum is attained.
3. The Chair is responsible for the upholding of Standing Orders and for conducting the process of debate on substantive motions and procedural motions.
4. The Chair has precedence to speak over all other speakers when giving directions or rulings.
5. The Chair is responsible for maintaining order, and may order persons making unreasonable disturbances to leave the meeting.
6. The Chair may impose a maximum time limit on the debate.
7. The Chair may temporarily vacate the chair and nominate an acting Chair for the period of their absence.
8. The Chair shall have an additional casting vote in the event of a tie.
9. The Chair shall ensure that adequate minutes are taken.
10. The Chair shall interpret these Standing Orders when required to do so, subject to the meeting substituting a different interpretation by way of dissent.

Agenda

11. Except in the case of General Meetings, the agenda for each meeting of the Society shall be provided in advance to all members of the Society entitled to attend and vote at the meeting.
12. In the case of General Meetings, the agenda for the meeting shall be provided to any member of the Society on request at least three (3) days before the meeting.
13. The agenda for a meeting shall include an opportunity for any “other business” to be raised.
14. The initial order of the agenda for a meeting shall be as determined by the Chair.
15. The agenda may be rearranged at the will of the meeting.

Foreshadowing

16. Motions for “other business” may be foreshadowed at any time during a meeting, in which case they shall take precedence in the order in which they were foreshadowed.

Quorum

17. The quorum for meetings of the Executive shall be seven (7) members of the Executive.
18. The quorum for meetings of selection committees shall be 75% of the members of the committee.
19. There shall be no quorum requirement for other meetings of the Society, other than General Meetings.

Attendance at Meetings

20. Members of the Society may attend and speak at any meeting of the Society, except for such parts of a meeting as constitute in camera proceedings.

21. Meetings of other organs of the Society may become in camera proceedings if the following procedure is followed:
 - a. A resolution is passed “that the meeting move in camera”;
 - b. The discussions and any resolutions are minuted;
 - c. A resolution is passed “that the meeting move out of camera”.
22. General Meetings of the Society may not move incamera.
23. Discussion which takes place during in camera proceedings must not under any circumstances be revealed to people who are not entitled to be present.

Division II: Substantive Motions

General

24. Every substantive motion must have a mover and a seconder before discussion will commence. For the avoidance of doubt, this does not require a mover and seconder for the discussion to commence, but rather for the substantive motion itself.
25. A motion for particular action should be clearly expressed and state the action intended to follow from it. The Chair should require a motion which is unclear or has not stated effect to be re-expressed by the mover.

Speaking Rights

26. The mover of a motion shall speak first to explain the motion and shall have a right of reply to speak last on the motion but cannot introduce new.
27. The seconder of a motion may be the second speaker for a motion, or may speak at any later time.
28. All other members present may speak once on each matter.
29. By permission of the Chair, and when no other person is speaking, a person who has already spoken may speak briefly in personal explanation of previous remarks, but must state concisely the point to be explained and must keep to that point.
30. Where appropriate, the Chair shall attempt to call alternative speakers for and against a motion.
31. All speeches shall be relevant to the motion.

Amendments

32. Any member may move an amendment to a motion before the Chair.
33. All amendments are to be relevant to the main motion.
34. An amendment may not simply negate the effect of the main motion.
35. Amendments are to be dealt with as they arise.
36. While an amendment is under consideration, no other amendment may be moved.
37. An amendment may not itself be amended.
38. The mover of an amendment may alter the amendment with the leave of the meeting.
39. The speaking rights for an amendment are the same as those for a main motion.
40. An amendment to a motion on notice including changes to the Constitution, Electoral

Regulations and Standing Orders can only be considered 'on the floor' of a General Meeting if the chair determines the amendment does not substantially change the intent of the motion or is otherwise necessary in order to comply with another provision outlined in the SULLS Constitution.

41. An amendment to a motion on notice that does not satisfy the requirement in clause 40, must be put on notice for another General Meeting.

Questions

42. The Chair shall allow questions to be put to the mover of a motion if appropriate.

Withdrawal

43. A motion may be withdrawn by the mover at any time, although the seconder has a right to move it again immediately.

Call for motion

44. Any member may move that the motion or amendment under discussion be decided at once by moving "that the question be put".
45. If the meeting agrees, the mover may exercise their right of reply and the Chair shall put the motion or amendment to the vote.
46. Where any substantive motion has been under discussion for the duration of the maximum time limit set by the Chair, the Chair shall immediately put the motion unless a motion for the extension of the debate is immediately moved and passed.
47. At the time in which a motion or amendment is put, or where any member requests it during discussion, the Chair shall read the text of the motion or amendment under discussion.

Voting

48. Voting may be decided on the voices, but if at least two members ask for a show of hands, the vote shall be so taken.
49. If so required by a simple majority of the meeting, the Chair shall order and carry out a secret ballot.
50. Members of the Executive may vote by proxy at any meeting of the Executive provided that the procedure in orders 49 to 52 is followed.
51. The Executive member who is assigning their vote must provide the Chair of the meeting with a sheet of paper nominating another Executive member to be their proxy and containing the signatures of both the Executive member assigning their vote and the proxy. For the avoidance of doubt, if accepted as a mode of delivery an electronic document satisfying the other substantive requirements of this clause shall suffice.
52. Proxy votes may not be exercised unless a show of hands or a secret ballot has been called for in accordance with orders 46 and 47.
53. A proxy may be withdrawn at any time in writing.
54. Executive members who have assigned their votes to a proxy may not vote in person at the meeting in question unless they have withdrawn their proxy.

Records

55. All results shall be recorded in the minutes, and any member may have recorded in the minutes their vote for or against a motion, or abstention.
56. A simple majority of the meeting can request that the count of the result be recorded in the minutes.

57. The minutes of any meeting of the Society shall be made available to any member of the Society on request. This provision does not apply to minutes of in camera proceedings.
58. Minutes of in camera proceedings shall only be made available to persons who were entitled to be present at the in camera proceedings in question. However, the text of resolutions passed during in camera proceedings must be made available on request to any member of the Society.

Division III: Procedural Motions Procedural Motions

59. Procedural motions are the proper form for resolving a disagreement between the mover of the procedural motion and
 - a. The present speaker;
 - b. The mover of the present substantive motion or amendment; or
 - c. The Chair.

Procedure

60. A procedural motion is introduced by a member interrupting the speaker or Chair. Procedural motions are to be addressed to the Chair. The person complained against shall be allowed a reply, as appropriate, but no general discussion is allowed, and the motion should be voted on immediately.

Precedence

61. A procedural motion takes precedence over substantive business, and shall be determined before returning to substantive business, unless interrupted by another procedural motion of greater precedence.
62. The order of precedence of types of procedural motion is the order in which they are set out in this Division (that is, in orders 57 to 65), the later motions having greater precedence.

Motions relating to the Present Speaker

63. A member may move that the present speaker cease speaking. The Chair has discretion to reject this motion if it is imposed before the speaker has not had a reasonable opportunity to express their views, or has spoken only briefly.
64. A member whose character or actions have been referred to by the present speaker may immediately risk to make a personal explanation or rebuttal of the matters referred to, or may exercise such a right when the speaker finishes speaking.

Motions relating to the Present Motion or the Agenda

65. A member may move that the process of the present motion be adjourned. If a motion so adjourned is not returned to in the present meeting it shall automatically be adjourned to the following meeting.
66. A member may move that the time allowed for the present motion may be extended, as allowed in order 43.
67. A member may move that the agenda be re-ordered, as allowed in Division I. However, it shall not be in order to exclude the consideration of any "other business".

Motions relating to the Chair or the Meeting

68. A member may move that the meeting be adjourned, either for a brief period or to another time and place. The meeting may also be adjourned by a suggestion of the Chair approved by the meeting.
69. A member may move that the time allowed for meeting be extended either before or after the

completion of the allowed time. An extension shall be for no more than one half hour. Successive extensions are permitted upon the completion of each extension.

70. A point of order consists of drawing the attention of the Chair to a suggested breach of the Standing Orders of the Constitution. The Chair shall consider whether the breach of order occurred and proceed accordingly.
71. A member may move that certain of the Standing Orders be suspended, or (more generally) that so much of the Standing Orders be suspended as would prevent a particular course of action by the meeting.
72. A member may move that a ruling by the Chair be dissented from. If such a motion is carried, the Chair shall provide an alternative ruling, or otherwise fulfil the intention of the dissent, as appropriate.
73. A member may move that the person in the chair vacate the chair. If such a motion is carried, the members present shall immediately elect a different person to the chair.

Division IV: Adjournment and Closure

74. Upon the completion of the time allowed for the meeting, the meeting is adjourned and any unfinished business on the agenda is adjourned to the next meeting.
75. Upon the completion of the business set down in the agenda, and if there is no other business, the Chair shall close the meeting.

Signatories

Signed: 24 April 2022



Ben Hines
President, Sydney University Law Society Incorporated



Eden McSheffrey
Secretary, Sydney University Law Society Incorporated