

# **Australasian Union of Jewish Students (AUJS)**

## **Victorian Constitution**

### **1. Definition**

1.1. The Union is an associated organisation responsible for the coordination of Jewish student activities throughout Victoria, and for the dissemination of information on all topics related to Judaism and Israel. The Union is a constituent organisation of the Australasian Union of Jewish Students.

### **2. Name**

2.1. The name of this organisation shall be the Australasian Union of Jewish Students – Victorian Region, hereafter called the Union.

2.2. The abbreviated name of the Union shall be AUJS Victoria.

2.3. The Hebrew name of the Union shall be  
וויקטוריה (זילנד ניווב באוסטרליה היהודים סטודנטים חדותהתא).

### **3. Mission**

3.1. Our mission is to develop and strengthen Jewish identity amongst Jewish tertiary students in Victoria.

### **4. Aims and Objectives**

4.1. Our aim is to provide meaningful Jewish experiences through:

Engagement;  
Enrichment;  
Development; and  
Action,

Thereby strengthening community and enhancing Jewish life.

Engagement shall be defined as the process of outreach within our demographic through which one creates and maintains relationships.

Enrichment shall be defined as the provision of added value to one's university experience.

Development shall be defined as the acquisition of skills, knowledge and understanding, whereby one gains awareness of the internal and external facets of AUJS and the community in order to become a leader.

Action shall be defined as the actualisation and implementation of one's potential by assuming a leadership role.

4.2. The aims and objectives of the Union shall be:

- 4.2.1. To stand on the four pillars of Judaism, Zionism, Pluralism and Activism.
- 4.2.2. To represent Jewish students in Victoria to both the Jewish and wider communities.
- 4.2.3. To serve as the roof body for all Jewish tertiary student organisations in Victoria, and to aid in the coordination of their activities.
- 4.2.4. To assist members in encouraging the formation and growth of Jewish student organisations wherever there are Jewish students in Victoria.
- 4.2.5. To provide activities—educational, cultural, political and social—that will serve to enlighten Jewish students with respect to the Jewish religion, Zionism, tradition and culture.
- 4.2.6. To facilitate and promote political activism both on and off campus by:
  - a. Steadfastly condemning racism, prejudice and injustice wherever it may be found and responding to anti-Semitism, anti-Zionism, Holocaust denial and Holocaust revisionism;
  - b. Actively advancing the interests of Israel, the Jewish people and AUJS; and
  - c. Promoting the virtues of harmony, tolerance, co-operation and respect.
- 4.2.7. To educate the wider community about Judaism and Israel.
- 4.2.8. To encourage Jewish student involvement in the Jewish community.
- 4.2.9. To encourage Jewish learning and to make available ideas for conducting a wide programme of Jewish education.
- 4.2.10. To be open to a complete spectrum of Jewish student opinion insofar as they are not inconsistent with the aims and objectives of the Union.
- 4.2.11. To adopt the 2004 Jerusalem Program, as defined in the Constitution of the Zionist Council of Victoria Inc.
- 4.2.12. To recognise the importance of non-exclusion on the basis of religious principles and beliefs by holding all functions consistent with Halacha, whilst at the same time ensuring there is scope within the Union's activities to accommodate the diversity of denominational affiliations that exists within its membership.

4.2.13. To recognise the importance of issues such as civil rights and human rights, to encourage its members to be involved in student activities and movements as long as they are not inconsistent with the aims and objectives of the Union.

4.2.14. To promote and encourage the development of leadership skills and qualities in Jewish students.

## **5. Affiliation**

5.1. The Union shall be affiliated with the Australasian Union of Jewish Students and shall endorse the aims and objectives of that association.

5.2. The Union shall be affiliated with the Jewish Community Council of Victoria Incorporated and shall endorse the aims and objectives of that association.

5.3. The Union shall be affiliated with the Zionist Council of Victoria Incorporated and shall endorse the aims and objectives of that association.

## **6. Constituent Organisations**

6.1. Constituent organisations shall be those organisations that represent individual Jewish tertiary students in the State of Victoria, and have aims that are consistent and not conflicting with those of the Union. There may only be one such constituent organisation on each tertiary campus.

6.2. A list of constituent organisations is detailed in Appendix A to this Constitution. Appendix A shall be ratified at each Annual General Meeting.

## **7. Financial Membership**

7.1. A member shall be, and shall only be, a member of a constituent organisation that had paid a fee to that constituent organisation in the current calendar year of and shall subscribe to the aims of the Union as outlined in section 4.

7.2. A member can only be a member of one constituent organisation, for voting purposes.

7.3. Constituent organisations may be charged an affiliation fee. The amount payable as an affiliation fee will be the amount as determined by the Victorian Executive, from time to time, subject to the overriding authority of the Annual General Meeting.

## **8. General Meetings**

8.1. The Annual General Meeting shall be held each calendar year.

- 8.2. The Annual General Meeting shall be held during the period 1 July—31 December and after the Annual General Meeting of the Australasian Union of Jewish Students.
- 8.3. The business of the Annual General Meeting shall include:
- 8.3.1. Adoption of Standing Orders
  - 8.3.2. Appointment of Chair
  - 8.3.3. Appointment of Returning Officer
  - 8.3.4. Appointment of Secretary
  - 8.3.5. Constitutional Amendments (that come into effect immediately)
  - 8.3.6. Reports from the:
    - a. President;
    - b. Vice President;
    - c. Treasurer;
    - d. Political Affairs Director;
    - e. Social Officer;
    - f. Education Officer;
    - g. Religious Officer; and
    - h. Campaigns Liaison Officer.
  - 8.3.7. Reports from the president or delegate of each Constituent Organisation.
  - 8.3.8. The election of the incoming Executive in accordance with section 9.
  - 8.3.9. Any other business deemed necessary at the discretion of the Executive.
- 8.4. Any financial member, and only a financial member, may move or second a motion at a general meeting.
- 8.5. Any member, and only a financial member, unless the Steering Committee decides otherwise, may speak to a motion at an Annual General Meeting.
- 8.6. At least 14 days' notice of the Annual General Meeting shall be given to each Constituent Organisation.
- 8.7. The quorum at the Annual General Meeting shall be representatives of two (2) Constituent Organisations, two (2) members of the Executive and one third (1/3) of all available votes.

- 8.8. The President has the right to call the Annual General Meeting and, in consultation with the Executive, determine the date, time, and location for that Annual General Meeting to take place.
- 8.9. The President must call an Annual General Meeting within 7 days of receiving written requests for an Annual General Meeting from three (3) Constituent Organisations. The date of the Annual General Meeting shall be within thirty (30) days of receipt of the third written request.
  - 8.9.1. If the President has not within the stipulated time called a general meeting, the parties requesting the meeting may call it by informing all Constituent Organisations.
  - 8.9.2. The requisition and the notice of the Annual General Meeting shall set out the business it is desired to transact.
- 8.10. The Executive can call the Annual General Meeting, if so resolved.
- 8.11. The notice of the meeting shall set out the business it is desired to transact.
- 8.12. General meetings shall be conducted in accordance with the Standing Orders, not inconsistent with this constitution, adopted by the Annual General Meeting from time to time.
  - 8.12.1. The Standing Orders shall form Appendix B to this constitution.

## **9. Elections**

- 9.1. Elections shall be held by secret ballot. Preferential voting shall be used. Any equality following the distribution of preferences in an initial ballot shall be resolved by a further ballot between those nominees that have equal votes. Any further equality in voting shall be resolved by lot.
  - 9.1.1. Nominees shall be financial members of the Union. Nominees shall be nominated and seconded by members of the Union. Notice of the deadline for nominations shall be given with notice of the general meeting in accordance with section 7(6).
  - 9.1.2. The ballot paper shall show a numbered list with a blank space next to each number. In order to complete a valid ballot paper, eligible votes must complete each nominee's name in the blank spaces provided in order of preference, with one (1) being the most preferred candidate. There shall be an option on the ballot to re-open nominations. Should this option win the ballot then the position shall be declared vacant and shall be filled in accordance with the provision of this Constitution governing casual vacancies. The number of blank spaces filled must correspond with the number of nominees nominated for a position. For the purposes of this section, re-open nominations shall be counted as a nominee. However, if the number of nominees indicated on a ballot paper is one (1) less than the total number

of nominees, the vote is valid and the nominee not indicated shall be deemed to be the last preference on the ballot.

9.2. The Returning Officer shall be appointed by the Executive at least 21 days prior to the date of the Annual General Meeting at which the election is to be held.

9.3. The Returning Officer shall not:

- a. Be a candidate; or
- b. Endorse a candidate

In an election over which he or she presides.

9.4. All positions must be filled at a general meeting.

9.5. Each Constituent Organisation shall be entitled to votes as follows:

Financial Membership	Votes
1–19	1
20–49	2
50–99	3
100–149	4
150–199	5
200–249	6
250–349	7
350–449	8
450–549	9
550–649	10
650+	11

9.6. For the purposes of allocating votes at a general meeting, a Constituent Organisation shall be recognised if, and only if, it has operated throughout the previous year with a fully functional Executive. In the event of a dispute as the existence of a Constituent Organisation, the Executive shall have authority to determine the matter.

9.7. For the purpose of allocating votes at a general meeting, a Constituent Organisation shall provide its financial membership list to the Returning Officer at least seven (7) days prior to the general meeting to be ratified by the Executive. The Executive may challenge a Constituent Organisation's financial membership list and has the authority to declare any or all of a Constituent Organisation's votes invalid.

9.8. Each Constituent Organisation shall authorise delegates to exercise its votes.

9.8.1. Evidence of a Constituent Organisation's decision as to the distribution of its votes at a general meeting shall take the form of minutes from a meeting of the Constituent Organisation's Executive containing a motion passing such a decision, or

any other method communicated by the Returning Officer given with notice of the general meeting in accordance with section 7.6.

- 9.8.2. Minutes of such meeting or other methods deemed acceptable in accordance with section 9.8.1 must be given to the highest ranking person on the Executive as laid out in section 9.1 not contesting the election 48 hours before the start of the general meeting.
- 9.8.3. Failure to do so will enable the Executive to declare all votes of the Constituent Organisation invalid.
- 9.9. A delegate may hold either one or two votes.
- 9.10. Delegates may proxy their vote.
  - 9.10.1. If a delegate proxies their vote, they must do so to a financial member of the delegate's Constituent Organisation's Executive.
  - 9.10.2. If no financial member of the delegate's Constituent Organisation's Executive is present, then they may proxy their vote to any other financial member of the Union.
  - 9.10.3. All proxy forms must be lodged with the Steering Committee prior to the commencement of the general meeting.
- 9.11. Members of the Executive, as well as members of the Executive of the Australasian Union of Jewish Students who reside in Victoria, are entitled to one (1) vote each.
  - 9.11.1. Members of the Executive may proxy their vote.
  - 9.11.2. If a member of the Executive proxies their vote, they must do so to another member of the Executive.
  - 9.11.3. If no member of the Executive is present, then they may proxy their vote to any other financial member of the Union.
  - 9.11.4. All proxy forms must be lodged with the steering committee prior to the commencement of the general meeting.

## **10. The Executive**

- 10.1. The Executive shall consist of a President, Vice President, Treasurer, Education Officer, Political Affairs Director, Social Officer, Religious Officer, Campaigns Liaison Officer, Immediate Past President, and the presiding officer of each Constituent Organisation.
  - 10.1.1. The Immediate Past President role shall be filled by the elected President from the previous calendar year.

- 10.2. There shall also be up to three (3) other Executive members with specific titles and roles determined each year. These positions may only be co-opted by the Executive.
  - 10.2.1. When a person stands for co-option for one of these positions, they must announce the position title that they wish to hold and the responsibilities that they person wishes to include.
  - 10.2.2. If a person is elected into one of these positions, it is the responsibility of the Executive to approve or amend their specific position title and the responsibilities of that position.
- 10.3. The role of the Executive includes, but is not limited to, determining the strategic direction of the Union, financial management of the Union, managing community relationships, and public representation of the Union.
- 10.4. The Executive members elected at the Annual General Meeting shall hold office for a period of one year from the 1st of January of the year after the election.
- 10.5. The Executive shall have the power to co-opt members to the Executive to fill casual vacancies (excluding presiding officers of Constituent Organisations).
- 10.6. The position of any Executive members absent for three (3) consecutive Executive meetings with the exception of the Immediate Past President without leave of absence shall be deemed vacant. Acceptance of an apology shall be deemed grant of such leave.
- 10.7. The Executive shall be responsible to the Union and shall all present an annual report to the Annual General Meeting.
- 10.8. Subject to this Constitution and to any directions of a general meeting, the Executive may regulate its own affairs as it sees fit.
- 10.9. The Executive may appoint sub-committees with such powers and authority as they specify. The President shall be an ex officio member of all such sub-committees.
- 10.10. The Executive shall meet at least once every month during normal university semesters.
  - 10.10.1. Seven (7) days' notice shall be given to all Executive members of all Executive meetings.
  - 10.10.2. The quorum at Executive meetings shall be one-half (to the nearest whole number) of the Executive
  - 10.10.3. If quorum is not present within 30 minutes of the advertised starting time of the meeting, the meeting shall be postponed to a date fixed by the President.
- 10.11. Executive members shall have one vote per position. In the event of an equality of votes the chair shall make a casting vote.



- 10.12. The president shall take the chair at all Executive meetings. If the President is absent, or is unwilling to act, the chair shall be taken by the Vice President. If the Vice President is absent or is unwilling to act, another Executive member may be chosen by the meeting as the first item on its agenda.
- 10.13. All agendas and minutes of the Executive shall be distributed to all members of the Executive.
- 10.14. The position of any Executive member may be declared vacant by a resolution passed by a three-quarters (3/4) majority at the general meeting, provided that at least 21 days written notice of the proposed resolution is given and provided also that the member concerned is given an opportunity to be heard before the resolution is voted upon. The vacancy so arising must be filled in accordance with the provision of this Constitution governing casual vacancies, unless the general meeting resolves by a simple majority of delegates present:
- 10.14.1. Not to fill the vacant position until the next Annual General Meeting;
  - 10.14.2. To appoint some specific person to the vacant position to hold office until the next Annual General Meeting; or
  - 10.14.3. To hold an election in respect of this and any other vacant positions.
- 10.15. The position of any executive members shall automatically become vacant if the member:
- 10.15.1. Becomes an insolvent under administration;
  - 10.15.2. Becomes of unsound mind or a person whose estate is liable to be dealt with in any way under the law relating to mental health;
  - 10.15.3. Is convicted of an offence punishable on conviction with imprisonment for more than one (1) month;
  - 10.15.4. Resigns by notice in writing to the President or Vice President; or
  - 10.15.5. Dies.
- 10.16. The Executive may at its discretion delegate any of its powers (save this power of delegation) to any sub-committee or Constituent Organisation and may impose restrictions to be observed in the exercise of such powers.
- 10.17. At each Annual General Meeting the following positions must be elected by secret ballot: President, Vice President, Treasurer, Political Affairs Director, Education Officer, Social Officer, Religious Officer and Campaigns Liaison Officer.
- 10.18. In the case of a casual vacancy of a presiding officer of a Constituent Organisation, the Constituent Organisation shall be required to elect a different representative to sit on the Committee. In the case where a Constituent Organisation does not elect a

different representative the organisation may be disaffiliated by a simple majority vote of the Executive.

- 10.19. If a representative from a Constituent Organisation is absent for three (3) consecutive Executive meetings, without leave of absence, their position shall be deemed vacant by a simple majority vote of the Executive. Acceptance of an apology shall be deemed grant of such leave.

## **11. Finance**

- 11.1. All matters of finance shall be dealt with by AUJS Ltd (ABN 68 058 740 024).
- 11.2. Should the Union acquire any assets they shall be given to AUJS Ltd (ABN 68 058 740 024).
- 11.3. The Union may not incur any debts or liabilities.
- 11.4. The Union is bound by the provisions in the 2015 Memorandum of Understanding between the Union and AUJS Ltd.
- 11.5. The interpretation of this provision is governed by the Memorandum of Understanding between the Union and AUJS Ltd.

## **12. Dissolution**

- 12.1. The Union shall be dissolved if a resolution to this effect is carried by a two-thirds majority at a general meeting, 21 days' notice of the proposed resolution having been given to all financial members and Constituent Organisations.
- 12.2. In the event of dissolution all assets (after satisfying all debts and liabilities) and all records shall, subject to clause 11.3, be dealt with in such manner (if any) as the general meeting resolving on the dissolution shall determine, by a simple majority vote of the delegates present. Failing such determination, the assets and records shall be transferred to AUJS Ltd.
- 12.3. In the event of dissolution no payments or distribution shall be made to financial members of the Union, or to any profit making body. Payments or distribution may, however, be made to Constituent Organisations, if that is the wish of the general meeting resolving on the dissolution.

## **13. Interpretation**

- 13.1. The President shall interpret this Constitution, in the first instance.

13.2. Any dissent from the President's interpretation may be resolved by a simple vote of the Executive. This decision shall be final and conclusive.

#### **14. Miscellaneous**

14.1. The President shall simultaneously be the Victorian Regional Chair of the Australasian Union of Jewish Students.

14.2. Should the President be unable to meet any of their duties as Victorian Regional Chair then the Vice President will become the Acting Victorian Regional Chair and shall hold the rights and responsibilities designated to the Victorian Regional Chair.

14.3. The President or their nominee will represent the Union at an official level at meetings of all bodies to which the Union is affiliated.

14.4. No statements on behalf of, or in the name of, the Union shall be made except by the President or Vice President, or with the authority of the President or Vice President.

14.5. Where any invitation is received by the Union to participate in a conference or meeting, the Union delegate(s) shall be appointed by the Executive.

14.6. An individual cannot simultaneously hold a position on the Executive as well as a Constituent Organisation or one with the Australasian Union of Jewish Students.

14.6.1. This requirement may be made redundant by a vote of the Executive on a case-by-case basis.

#### **15. Amendments**

15.1. This Constitution may be amended by two-thirds majority of the votes present at a general meeting, provided 14 days written notice of the proposed amendment has been provided to financial members and Constituent Organisations.

15.2. This Constitution may be temporarily amended by a three-fourths vote of the Executive provided 21 days written notice of the proposed amendment has been provided to financial members and Constituent Organisations.

15.2.1. All temporary amendments must be ratified by a two-thirds majority of the votes present at the next general meeting.

15.2.2. Failure to do so will make the temporary amendments void as of the conclusion of the general meeting.

*As amended October 2016.*

## **Appendix A: Constituent Organisations**

Monash Jewish Students' Society (Monash University – Clayton Campus)

Melbourne University Jewish Students' Society (University of Melbourne)

AUJS Caulfield (Monash University – Caulfield Campus)

AUJS Deakin (Deakin University – all campuses)

AUJS La Trobe (La Trobe University – all campuses)

RMIT Jewish Students' Society (RMIT University – all campuses)

Swinburne Union of Jewish Students (Swinburne University of Technology – all campuses)

AUJS Tafe (all Tafe campuses)

## **Appendix B: Standing Orders**

1. Once standing orders have been accepted by the AGM, the AGM will confirm the (a) Chair (b) Returning Officer and (c) Secretary.

The Returning Officer shall assume the powers of the Chair in all matters related to voting, including motions and amendments.

2. Any member desiring to speak at the AGMs shall raise his or her hand and when called upon by the Chair shall address the Chair. If two or more members raise their hands simultaneously, the Chair shall call upon the person who first caught the eye of the Chair.
3. When the Chair rises to speak, any member standing shall sit down and be silent.
4. No member other than the proposer of a motion or an amendment shall speak to it until it has been seconded. A motion or amendment lapsing for want of a seconder shall not be recorded in the minutes.
5. A motion or amendment before the Chair shall not be withdrawn except by its mover and by leave of the meeting.

No motion shall be withdrawn while any amendment is under discussion after any amendment has been adopted.

6. A motion before the Chair may be reworded by the mover subject to leave of the meeting.
7. No member shall speak more than once on any motion, except for the proposer of the motion who shall have a right of reply, which reply shall close the debate.
8. A member moving a motion shall be deemed to have spoken to it. A member seconding a motion without speaking may reserve the right to speak to it subsequently.
9. The Chair shall, as far as practicable, call on speaker for and against a motion, subject to the right of the seconder to speak immediately, after the mover. If two consecutive

speakers have both argued for or against a motion, and there is no member wishing to argue the opposite view, the motion shall, subject to the mover's right of reply, be put without further debate.

10. Any member may raise a point of order, which shall take precedence over all other business, and which shall be open to discussion. The point must be raised at the time the alleged irregularity occurred. Any explanation or contradiction shall not constitute a point of order.

The Chair of the AGM shall make an immediate ruling.

11. Any member disagreeing with the Chair's ruling on a point of order may move dissent. The Chair shall then vacate the chair and such motion shall be put forthwith without debate.
12. Any member may raise a point of clarification, which shall take precedence over all other business, and which shall be open to discussion. The point must be raised in order to address a question to the proposer of the motion or amendment in order to seek clarification as to the substance of the motion or amendment. The proposer of the motion or amendment will be given time to address the question posed. Neither the member invoking the point of the clarification or the proposer of the motion use this to further their arguments.
13. The Chair may declare a point of clarification or the response to be argumentative. The Chair must consider the use of each individual's speaking time.
14. On an equality of voting, the Chair shall declare the question resolved so as to retain the status quo.
15. A member who has not already participated in the debate may at any time, whether another speaker had the floor or not, move 'That the motion now be put,' which motion, if accepted by the Chair, shall be put without further amendment or debate. The Chair shall have absolute discretion to accept or refuse the motion. If an amendment is before the Chair, the closure motion shall be deemed to close the debate on the amendment only.

16. A member at any time may move "That the speaker no longer be heard". Such motions shall be put without amendment or debate. No other motion, except the closure motion or one dealing with the speaker's time, shall be moved while a speaker has the floor.
17. Unless otherwise resolved:
  - a. The proposer of a motion shall be allowed 4 minutes to introduce it and 3 minute to reply to the debate.
  - b. All other speakers shall be allowed 2 minutes
18.
  - a. Voting shall be decided by a show of hands unless the Chair or at least three delegates request a division or a poll before a declaration of the result.
  - b. In the case of a division, the Chair shall appoint two tellers, representatives of the opposing viewpoints, to take the count.
  - c. A poll shall be taken in such a manner as the Chair thinks fit.
19. The Chair may remove any person from the meeting at their discretion, subject to a motion carried against such a decision moved immediately following such a decision.
20. The Chair may elect at anytime during the AGM to open the AGM up to motions for the floor. For this to happen they must outline a specific limited time period for this to happen.
21. All motions are decided in favour if 50 per cent plus one votes in the room at the time vote in favour of it.
22. The Steering Committee governing the Meeting shall be composed as follows:
  - a. AUJS Victoria President;
  - b. The Returning Officer; and
  - c. no more and no less than four other members of AUJS;

No member of the steering committee may stand for election.

Members of the Steering Committee may hold votes as delegates would normally.



23. Notwithstanding anything hereinbefore contained, any decision made by a validly-constituted meeting shall not be void for reason only of a departure from these standing orders which was not detected until after the decision had been made.
  
24. Any matters not dealt with in the above standing orders shall be governed by the discretion of the Chair and the Steering Committee.