

Dear UNLSA Members,

We wish to inform you that the 2021 UNLSA Annual General Meeting will be held on Thursday 16th September 2021, to commence at 6:00 pm.

In light of the COVID-19 pandemic, the continuing NSW lockdowns, and the well-being of our members, we have made the difficult decision that the meeting shall be hosted online again in 2021. As such, voting will be conducted using the online polling feature of Zoom and we shall continue to follow the voting procedures outlined in the UNLSA's By-Laws.

- The Annual General Meeting can be accessed at the following link: <https://uonewcastle.zoom.us/j/87618318813>

The 2021/2022 Committee will be elected at the Annual General Meeting. All UNLSA members are encouraged to attend, as this is an important opportunity for you to have your say about the future of our organisation.

Nominations are now open for the UNLSA 2021/2022 Committee. If you are a *current* member of the UNLSA and expect to be enrolled as a law student in 2022, you are eligible to nominate for a position. Please see attached UNLSA Constitution and By Laws for more information, including on the available positions.

If you wish to nominate for a position, please complete the **attached** nomination form and submit by email to admin@unlsa.com. For further information on the positions, please review the attached UNLSA Committee Position Guide. Nominations must be submitted no later than **5:00pm, Sunday 5th September 2021**.

UNLSA President, Jesse Franks, will be introducing a special resolution to amend the Constitution at the upcoming AGM. You can find more information in the **attached** document.

If you have any questions, please feel free to contact me at admin@unlsa.com.

Best regards,
Gianni Martiné

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Gianni Martiné

Vice President (Administration), University of Newcastle
Law Students' Association

E admin@unlsa.com

W <http://www.unlsa.com/>



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UNIVERSITY OF NEWCASTLE LAW STUDENTS' ASSOCIATION

Special Resolution to
Amend the UNLSA
Constitution

Dear UNLSA Members,

In line with the efforts of the 2020/2021 UNLSA Committee to update and modernise our Association for future years, we have undertaken a brief review of the Constitution and are proposing the following amendments. I will move for a special resolution to pass these changes to our Constitution at our upcoming AGM, where all attending members will have the opportunity to vote on the changes.

Please see the below table for a list of the current clauses, the proposed amendments, and a brief explanation of the changes. These will be discussed further at our upcoming Annual General Meeting, but if you have any questions about these changes, please feel free to contact me at president@unlsa.com.

Kind regards,

Jesse



Jesse Franks

President, University of Newcastle Law Students'
Association

E president@unlsa.com

W <http://www.unlsa.com/>

| Current Provision | Proposed Amendment(s) | Rationale |
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| <p>1 Definitions</p> <p>In this Constitution: Association Financial Year has the meaning given to it under clause 67;</p> | <p>1 Definitions</p> <p>In this Constitution: Association Financial Year has the meaning given to it under clause 68;</p> | <p>Updating pointers to reflect new clause numbers.</p> |
| <p>2 Preamble</p> <p>This is this Constitution of the University of Newcastle Law Students' Association.</p> | <p>2 Preamble</p> <p>This is <u>the</u> Constitution of the University of Newcastle Law Students' Association.</p> | <p>Corrected typo.</p> |
| <p>6 Membership generally</p> <p>(c) The person is enrolled in a Bachelor of Laws, Juris Doctor or a Masters of Laws program at the University of Newcastle.</p> | <p>6 Membership generally</p> <p>(c) The person is enrolled at the University of Newcastle in:</p> <ul style="list-style-type: none"> (i) a Bachelor of Laws; (ii) Juris Doctor/Graduate Diploma in Legal Practice; (iii) a Masters program administered by the law school; or (iv) a PhD administered by the Law School. | <p>Modernised this clause to reflect the new programs offered by the Law School at the University of Newcastle, as well as including PhD students studying in a legal field.</p> |
| <p>8 Cessation of membership</p> | <p>8 Cessation of membership</p> | <p>Memberships have been managed digitally for quite some time, and this clause has been</p> |

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| <p>(1) A person ceases to be a member of the Association if the person:</p> <p>(c) fails to pay the annual membership fee under clause 7(1)(b) within one week after the fee is due and payable.</p> | <p>(1) A person ceases to be a member of the Association if the person:</p> <p>(c) fails to renew their membership past the expiry date.</p> | <p>updated to reflect the automatic nature of membership processing (currently through QPay).</p> <p>Expiry date was left ambiguous to allow for purchasing memberships for multiple years at a time (i.e. 5 year memberships).</p> |
| <p>23 Resignation of Committee Member</p> <p>(2) Upon receipt of a written notice to resign by the Vice-President (Administration) or President, the relevant position on the Committee will deemed to be a casual vacancy.</p> <p>(3) Upon receipt of a written notice to resign, the Vice-President (Administration) must provide written notice of the resignation to the Executive.</p> <p>(a) In the event that the Vice President (Administration) resigns or is subject to a casual vacancy, the President must provide written notice of the resignation to the Executive.</p> | <p>23 Resignation of Committee Member</p> <p>(2) Upon receipt of a written notice to resign by the Vice-President (Administration) or President, the relevant position on the Committee will <u>be</u> deemed to be a casual vacancy.</p> <p>(3) Upon receipt of a written notice to resign, the Vice-President (Administration) must provide written notice of the resignation to the Executive.</p> <p>(a) In the event that the Vice President (Administration) resigns or is subject to a casual vacancy, the President must provide written notice of the resignation to the Executive.</p> | <p>Corrected typo in clause 23(2).</p> <p>Added clause 23(3)(b) to provide clarity for the Executive in the event that there is a casual vacancy for the Vice President (Administration).</p> |

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| | <p>(b) In the event that the Vice President (Administration) resigns or is subject to a casual vacancy, the President shall act as the Public Officer for the remaining duration of their term.</p> | |
| <p>24 Casual vacancies</p> <p>(1) A casual vacancy occurs where a Committee Member:</p> <ul style="list-style-type: none"> (d) resigns from office under clause 24; (e) is removed from office under clause 26 or 27; (f) becomes ineligible within regard to eligibility requirements prescribed in clause 22; | <p>24 Casual vacancies</p> <p>(1) A casual vacancy occurs where a Committee Member:</p> <ul style="list-style-type: none"> (d) resigns from office under clause 23; (e) is removed from office under clause 25 or 26; (f) becomes ineligible within regard to eligibility requirements prescribed in clause 21; | <p>Updated clause pointers to reflect previously deleted provisions.</p> |
| <p>27 Committee meetings and quorum</p> <p>(7) If, at the adjourned meeting a quorum is not present within half an hour of the time appointed for the meeting, the meeting is to be dissolved.</p> | <p>27 Committee meetings and quorum</p> <p>(7) If, at the adjourned meeting a quorum is not present within half an hour of the time appointed for the meeting, the present Executive committee have discretion to:</p> <ul style="list-style-type: none"> (a) dissolve the meeting; or (b) convert to an Executive | <p>Helps to overcome the burdensome issue of having quorum at Committee meetings, and allow a meeting to proceed without inconveniencing attendees with further delays or adjournments.</p> |

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| | meeting, with all Committee permitted to attend. | |
| <p>29 Voting and decisions</p> <p>(4) Subject to clause 20 (5), the Committee may act despite any vacancy on the Committee.</p> | <p>29 Voting and decisions</p> <p>(4) Subject to clause 19(5), the Committee may act despite any vacancy on the Committee.</p> | Updated clause pointer to reflect previously deleted provision. |
| <p>30 Composition of the Executive</p> <p>The Executive of the Association are as follows:</p> <p>(8) the Vice President (Marketing).</p> | <p>30 Composition of the Executive</p> <p>The Executive of the Association are as follows:</p> <p>(8) the Vice President (Marketing); and (9) the Vice President (Indigenous Students).</p> | Updated the section to include the new Vice President (Indigenous Students) position. |
| <p>33 Vice President (Education)</p> <p>The Vice President (Education) is responsible for:</p> <p>(1) assisting the President to advocate on behalf of members' interests to the Australian Law Students' Association, the Special Committee for Law Student Societies, and other external bodies;</p> <p>(2) preparing one (1) report per year detailing the Australian Law Students' Association's activities and their</p> | <p>33 Vice President (Education)</p> <p>The Vice President (Education) is responsible for:</p> <p>(1) assisting the President to advocate on behalf of members' interests to the Australian Law Students' Association, the Special Committee for Law Student Societies, and other external bodies;</p> <p>(2) organising activities to promote awareness of educational issues among members; and</p> | Deleted the former clause 33(2), and updated subclause numbers appropriately. |

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| <p>impact on members; (3) organising activities to promote awareness of educational issues among members; and (4) representing the Association's educational interests to the Newcastle Law School and various other bodies.</p> | <p>(3) representing the Association's educational interests to the Newcastle Law School and various other bodies.</p> | <p>The preparation of a report on ALSA hasn't been undertaken for some time, and such communications are more appropriate coming from ALSA directly.</p> |
| <p>34 Vice President (Competitions)</p> <p>The Vice President (Competitions) is responsible for:</p> <p>(4) handling and organising the selection, entry and participation of intervarsity competitions in which the Association is to participate in;</p> | <p>34 Vice President (Competitions)</p> <p>The Vice President (Competitions) is responsible for:</p> <p>(4) overseeing the Director of Competitions (Intervarsity) with the organisation, selection, entry and participation of intervarsity competitions in which the Association is to participate in;</p> | <p>Updated to reflect that the organisation of intervarsity competitions is now managed by the Director of Competitions (Intervarsity).</p> <p>The Vice President (Competitions) is to have an oversight role in the process, rather than undertaking these duties directly.</p> |
| <p>*New Clause*</p> | <p>39 Vice President (Indigenous Students)</p> <p>(1) The Vice President (Indigenous Students) must be an Indigenous student.</p> <p>(2) For the clarification of doubt, where no Indigenous students nominate for the position, the position is to go unfilled, in which case it is to be considered a casual vacancy.</p> | <p>Elevated the previous Indigenous Student Representative position (and associated responsibilities) to the Executive level to provide greater representation for Indigenous Students within the UNLSA and the broader law school.</p> <p>Creates the new Indigenous Students portfolio within the UNLSA, which includes the simplified Indigenous Student Representative position (provided in the By</p> |

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| | <p>(3) The Vice President (Indigenous Students) is responsible for:</p> <ul style="list-style-type: none"> (a) Assisting the President to advocate on behalf of members' interests to the Australian Law Students' Association, the NSW Special Committee for Law Students Societies, and other external bodies; (b) Organising activities to promote awareness of inclusion and engagement among members; and (c) Representing the Association's inclusion and engagement interests to the Newcastle Law School and various other bodies. (d) Providing an approachable and visible Indigenous point of contact in the Law School; (e) Actively seeking opinions and concerns from Indigenous students in relation to issues affecting those students; (f) Representing the interests and concerns of | <p>Laws) - which is intended to be more "entry level" for prospective nominees.</p> <p>As with the Indigenous Student Representative position, candidates are required to be an indigenous student to nominate.</p> |
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| | <p>Indigenous students in the Newcastle Law School and the University and to the Committee;</p> <ul style="list-style-type: none">(g) Assisting with distributing information about opportunities available to Indigenous students at Newcastle Law School, in addition to the opportunities already advertised by the Law School;(h) Assisting with the incorporation of Indigenous perspectives into UNLSA meetings, publications, and events;(i) Coordinating annual Indigenous-focused events in the Association and Law School;(j) Liaising with the Newcastle Law School Indigenous Student Support Officer;(k) Supporting and regularly reporting the activities of the Indigenous Students portfolio to the Executive; and | |
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| | (l) Encouraging Indigenous students to actively participate in the Association's activities. | |
| 39 Powers of the Executive 40 Amending the By-Laws of the Association 41 Annual General Meetings - holding of 42 Annual General Meetings - calling of and business at 43 Special General Meetings - calling of 44 Notice 45 Presiding member 46 Quorum for General Meetings 47 Adjournment 48 Making of decisions 49 Special resolutions 50 Voting | 40 Powers of the Executive 41 Amending the By-Laws of the Association 42 Annual General Meetings - holding of 43 Annual General Meetings - calling of and business at 44 Special General Meetings - calling of 45 Notice 46 Presiding member 47 Quorum for General Meetings 48 Adjournment 49 Making of decisions 50 Special resolutions 51 Voting | Updated clause numbers to accommodate for the new provisions. |

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| <p>51 Proxy votes not permitted</p> <p>53 Budgeting</p> <p>55 Individual budgets</p> <p>58 Insurance</p> <p>59 Funds - source</p> <p>60 Funds - management</p> <p>61 Association is non-profit</p> <p>62 Distribution of property on winding up of Association</p> <p>63 Change of name, objects and Constitution</p> <p>64 Custody of books etc</p> <p>65 Inspection of books etc</p> <p>66 Service of notices</p> <p>67 Financial year</p> | <p>52 Proxy votes not permitted</p> <p>54 Budgeting</p> <p>56 Individual budgets</p> <p>59 Insurance</p> <p>60 Funds - source</p> <p>61 Funds - management</p> <p>62 Association is non-profit</p> <p>63 Distribution of property on winding up of Association</p> <p>64 Change of name, objects and Constitution</p> <p>65 Custody of books etc</p> <p>66 Inspection of books etc</p> <p>67 Service of notices</p> <p>68 Financial year</p> | |
| <p>52 Postal or electronic ballots</p> | <p>53 Postal or electronic ballots</p> | <p>Updated clause number to accommodate</p> |

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| <p>(1) The Association may hold a postal or electronic ballot (as the Committee determines) to determine any issue or proposal (other than an appeal under clause 17).</p> | <p>(1) The Association may hold a postal or electronic ballot (as the Committee determines) to determine any issue or proposal (other than an appeal under the By Laws).</p> | <p>new provisions. Clarified the reference to the appeals process as provided for in the By Laws. The old reference to a clause 17 no longer makes sense.</p> |
| <p>54 Portfolio budgets</p> <p>(1) In accordance with clause 53 subclause (3) the Master Budget is to be broken up into Portfolio Budgets.</p> | <p>55 Portfolio budgets</p> <p>(1) In accordance with clause 54(3) the Master Budget is to be broken up into Portfolio Budgets.</p> | <p>Updated clause number and pointer to accommodate new provisions.</p> |
| <p>56 Procurement policy</p> <p>(2) Prior to incurring a liability, Committee Members must:</p> <p style="padding-left: 40px;">(a) submit a Procurement Request using the Procurement Form prescribed by Schedule 1 to their relevant Vice President; and</p> | <p>57 Procurement policy</p> <p>(2) Prior to incurring a liability, Committee Members must:</p> <p style="padding-left: 40px;">(a) submit a Procurement Request using the Procurement Form prescribed by Schedule 1 of the By Laws to their relevant Vice President; and</p> | <p>Updated clause number to accommodate new provisions. Specified that the Procurement Form is prescribed under the By Laws, and not the Constitution.</p> |
| <p>57 Reimbursement policy</p> <p>(2) Where a Committee Member incurs an expense and wishes to be</p> | <p>58 Reimbursement policy</p> <p>(2) Where a Committee Member incurs an expense and wishes to be</p> | <p>Updated clause number to accommodate new provisions. Specified that the forms are located in the By</p> |

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| <p>reimbursed that member must submit a Reimbursement Request using the Reimbursement Form prescribed under Schedule 2 of this Constitution to their relevant Vice President in accordance with the relevant subclauses of clause 57.</p> | <p>reimbursed that member must submit a Reimbursement Request using the Reimbursement Form prescribed under Schedule 2 of the By Laws to their relevant Vice President in accordance with the relevant subclauses of Part 6 of this Constitution.</p> | <p>Laws, and changed the pointer to the entire Part 6 of the Constitution for clarity.</p> |
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