CONSTITUTION OF THE AUSTRALIAN NATIONAL UNIVERSITY
AFRICAN STUDENT ASSOCIATION

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CONSTITUTION OF AUSTRALIAN NATIONAL UNIVERSITY AFRICAN STUDENTS ASSOCIATION

Preamble

We, the African Students studying at the Australian National University:

Acknowledging the unique privilege we enjoy as scholars of the Australian National University, and the responsibility entrusted upon us individually and collectively to be ambassador/s of the continent of Africa;

Realizing that our shared historical experiences, rich cultural heritage, values, aspirations and geographic location have drawn us into a common identity as citizens of Africa irrespective of our nationality, creed, tradition, ethnicity and socio-economic status;

Exercising our rights of affiliation and/or association, which is recognized under the rules and regulations of the Australian National University, to foster solidarity, promote unity, harmony, positivity, and cooperation amongst ourselves and the wider University and Australian public for the advancement of our members and the continent of Africa in general;

Determined to establish the bond of fraternity, harmony, and tolerance as a common identity, and being fully cognizant of our obligation to project the positive values that we share as Africans;

Do hereby solemnly constitute ourselves into the Australian National University African Student Association as a non-profit making organisation and establish, proclaim, and publish this Constitution and by-laws for the governance of the same.

Article 1: Name

The name of the Association, hereinafter known as the Association, shall be the Australian National University African Students Association (ANUASA).

Article 2: Interpretations

In this Constitution, unless the contrary intention appears:

2.1. Association means The Australian National University African Students’ Association;
2.2. Executive means the Executive Committee of the Association;
2.3. Member means any full or associate member of the association;
2.4. African means person i) of African descent, ii) born and brought up in Africa iii) of non-African descent married to person of African descent;

2.5. General Meeting means a General Meeting, Special General Meeting or Annual General Meeting of the Association;

2.6. ANU means The Australian National University.

2.7. PARSA means the Australian National University Postgraduate and Research Students' Association Inc;

2.8. Student means any student of the University who retains memberships of either PARSA or the other Students' Organizations;

2.9. Academic Day means a 24-hour period during any day or days that do not fall on a weekend or a public holiday, and that fall within a teaching period of the Faculties;

**Article 3: Structure Of The Association**

All power and authority of the Association shall be inherent in the general membership of the Association. However, for the purposes of administration and coordination, there shall be established a Board of Advisors, an elected Executive Committee, standing committees and sub-committees that may be established from time to time as deemed necessary and expedient for the smooth running of the Association.

The secretary and chairpersons of the standing committees shall form the secretariat.

3.1: This Constitution and by-laws shall serve as the principle law of the Association and its provisions shall have binding force and effect on all authorities established by the Association as well the general membership of the Association.

3.2: All policies, regulations, pronouncements, and actions by any authority and/or member of the Association found to be inconsistent with the provisions the constitutions and by-laws, to the extent of the inconsistency, be void and of no legal effect. The Board of Advisors, pursuant to its role as the authority of last resort, shall have the power to declare any inconsistent policies, regulations, pronouncements, and actions unconstitutional.

**Article 4: General Principles**

4.1 In the formulation or implementation of programs and policies, or the enforcement of the Articles of this constitution, the Association shall not, whether overtly or covertly discriminate on the basis of age, colour, ethnicity, gender, national origin, disability or
handicap, race, religion, sexual orientation, socioeconomic background, or unique individual style.

Not-for-profit Clause

4.2 The assets and income of the Australian National University African Students Association shall be used only for the promotion of the Association's objectives and no portion may be paid or transferred directly or indirectly to members of the Association except as:

- Bona-fide remuneration for services rendered by the members to the Association;
- Repayment of expenses incurred on behalf of the Association;
- Interest at a rate not exceeding interest at the rate for the time being which is or would be charged by the Association's bankers for money lent to the Association; and
- Bona-fide rent for premises let to the Association.

Article 5: Aims and objectives

The Association shall aim at ensuring the welfare of its members at the University by pursuing the general objectives of effectively assisting and representing African students at ANU with their academic and non-academic interests in order to support a conducive environment for study and stay in Canberra. Specifically, the Association shall:

5.1. Assist African students settle down at the University and in Canberra.
5.2. Provide information about the University and Canberra in general to students.
5.3. Provide a platform where African Students can meet and discuss issues of concern.
5.4. Work with the ANU to ensure that the ANU meets the needs of the African Students at the University.
5.5. Organize and run activities for and on behalf of the African students.
5.6. Network with the Australian community in general and the African community in particular in Canberra.

Article 6: Membership

Membership of ANUASA shall be open to all African Students, and any other persons, provided, however, that a person aspiring to become a member subscribes to the vision
and mission of ANUASA, and are willing to submit to and uphold the constitution and by-laws of ANUASA.

6.1 Membership of ANUASA shall comprise of two categories, Full Membership and Associate Membership, provided that no individual(s) shall simultaneously be conferred membership in both categories.

6.1.1 Full membership shall be open to all African students enrolled at ANU. Interested African staff members are also automatically members.

6.1.2 Individuals of non-African descent wishing to join the Association shall be given an associate status subject to approval of the Association’s Executive.

6.1.3 Membership may be suspended or withdrawn by a resolution vote of two-thirds majority of members present and voting at a General Meeting of the association. Appeals against such a decision may be directed to the Executive Committee or the Board of Advisors for reconsideration, save that the Board shall be the authority of last resort in such cases.

Rights of Members

6.2 All Members of the Association shall have the right to participate in all meetings, deliberations, and activities of the Association provided that such right shall preclude the right of members with associate status from voting in an election.

6.2.1 All members of the Association in good financial and moral standing with the Association shall have the right to hold offices/position in the Association provided that the right to canvass for elected offices/positions shall be reserved for full members.

6.2.2 All members shall have the right to call for the suspension or termination of membership of any member, or removal of any member of the Executive Committee of the Association, whose conduct is contrary to the aims and objectives of the Association, provided that such call shall be backed by substantive evidence and shall not be based on prejudice or pettiness.
6.2.3 All members shall have the right to bring any matter relating to the aims and objectives of the Association before either the Executive Committee or the General Meeting after serving at least 10 academic days’ notice in writing of their intention to do so or upon being called upon to do so by the President or Vice President of the Association.

Members' Obligations
6.3 The obligation of all members of ANUASA shall be to:
6.3.1 Promote an atmosphere of transparency and accountability between and among themselves.

6.3.2 Support democratic and participatory leadership within the Association.

6.3.3 Strive towards unity and avoidance of all forms of division among members of the Association.

6.3.4 Promote and respect equality of all members and avoid domination of the association by a member or group of members.

6.3.5 Respect the autonomy and independence of members.

6.3.6 Foster constant dialogue and sharing of resources, information, expertise, and responsibilities among the members.

6.3.7 Maintain a high standard of professionalism in service.

6.3.8 Promote and preserve the sanctity of this constitution.

6.3.9 Attend all meetings under this constitution and discharge assignments.

6.3.10 Observe personal integrity, dignity, respect and rights of other members.

Article 7: Powers of the Executive Committee
7.0 The Administrative powers of ANUASA shall reside in the Executive Committee, comprising of the President, Vice President, Secretary, Treasurer, and Public Relation Officer.

7.1: The Executive Committee shall be elected by the general body annually at a place and time, consistent with the spirit of the constitution, and shall have the powers to promulgate policies and regulations for the smooth running of the Association, transact business on behalf of the Association, conduct external relations with other appropriate bodies and/or organizations for the further enhancement of the objectives of the Association, and shall serve as the official spokesperson of the Association.

7.1.1 The Executive Committee shall meet as frequently as is possible provided that they shall not meet less than two (2) times during each teaching period of the academic year, when and where the executive sees fit.

7.1.2 The quorum for a meeting of the Executive Committee shall be the next whole number above half the number of members of the current Executive.

7.1.3 The Executive Committee shall have the power to do all it deems fit in the best interest of the Association subject to the provisions of this Constitution.

**Responsibilities and Eligibility of the President**

7.2 The Executive Committee shall be chaired by the President who shall also be the President of the Association

7.2.1 The President shall be elected by the General Meeting by majority vote and will hold the office for a term of one (1) year and may be re-elected.

7.2.2 The President shall be the overall supervisor of the day-to-day activities of the Association and shall be the official spokesperson of the Association.

7.2.3 The President shall oversee all activities of the Association, preside at meetings and cast a vote in matters that requires voting.
7.2.4 The President shall convene the General Meeting, special and emergency meetings as deemed necessary.

7.2.5 The President shall, in consultation with members of the Executive Committee, appoint standing committees. The executive committee shall establish the term of reference of the standing committee. The Standing committees of the Association shall include but not be limited to Ways, means and finance committee, Planning and program committee, Welfare relations committee, Academic enhancement committee.

7.2.6 The President shall, in consultation with the Executive Committee, also appoint ad hoc committees, which shall carry out specific tasks over a specified period.

7.2.7 In case of the absence of the President and Vice-President, the members present shall appoint one of them to temporarily stand-in for the President.

7.2.8 Any member aspiring to become President of the Association shall be in good financial and moral standing with the Association and must be an active member of the Association not less than one (1) academic semester.

Responsibility and Eligibility of The vice-President
7.3 The Executive Committee shall have a Vice-President who shall also be the Vice-President of the Association.

7.3.1 The Vice-President shall be elected by the General Assembly by majority vote and will hold the office for a term of one (1) year and may be re-elected if necessary.

7.3.2 In the absence of the president the vice president shall assume the leadership of the executive committee.

Responsibility and Eligibility of Secretary
7.4 The Secretary shall serve as head of the secretariat. He/she shall coordinate the activities of all Standing Committees and Ad-hoc Committees appointed by the President of the Association.
7.4.1 The Secretary shall be elected by the General Meeting by majority vote and shall hold the office for a term of one (1) year and may be re-elected.

7.4.3 The Secretary shall attend all meetings and shall serve as the principle custodian of all records of all the meetings and activities of the Association.

7.4.4 The Secretary shall report on the activities of the Association at the Annual General Assembly and other meetings.

7.4.5 The secretary shall be responsible for handling official correspondences of the Association, and in coordination with the Public Relations Officer, manage the Association’s Facebook page and website.

Responsibility and Eligibility of the Treasurer
7.5 The Treasurer shall be elected by the General Meeting by majority vote and will hold the office for a term of one (1) year and may be re-elected.

7.5.1 The Treasurer shall be the Chief Financial and Accounting Officer of the Association and shall report to the Executive Committee regarding all financial matters.

7.5.2 The Treasurer shall be responsible for all monies to and from the Association.

7.5.3 The Treasurer shall be one of the signatories to the bank account/s and all financial instruments for transacting business on behalf of the Association.

7.5.4 The Treasurer shall keep proper books and records of accounts of the income, expenditure and assets of the Association.

7.5.5 The Treasurer shall present audited accounts and table the financial position of the Association at the Annual General Meeting.

7.5.6 The Treasurer shall propose and prepare the budgets before the Executive Committee by considering accounts and financial position of ANUASA.
7.5.7 The Treasurer shall issue interim financial position statements as may be requested by the Executive Committee and or president.

7.5.8 The Treasurer shall make interim reports on the finances of ANUASA to the General Assembly when called upon by the Executive Committee.

7.5.9 In the absence of the President and the Secretary, the Treasurer shall assume the duties of the Secretary.

**Responsibilities and Eligibility of the Public Relations Officer**

7.6 The public relations officer shall ensure that ANUASA meets its legal and necessary requirements.

7.6.2 The public relations officer shall ensure that documentation for reporting to ANUSA on regular basis is up to date and lodged on time.

7.6.3 The public relations officer shall represent ANUASA at ANUSA and PARSA and at any other student body that deals with ANUASA.

7.6.4 The public relations officer shall be the spoke person for the Association in the absence of the president.

7.7 The Trustees of the Association, according to ANU regulations, are the following members:

- the president
- the secretary
- the treasurer

**Article 8: Advisory Board**

8.1 The Advisory Board shall comprise of not more than seven members including a chairperson;

8.2 Members of the Board shall be appointed by the President of the Association in consultation with members of the Executive Committee;
8.3 Persons of any nationalities with profound interest in Africa can become a member of the Board;
8.4 The intervention of the Board shall be sought to advice the Executive Committee on issues deemed necessary;
8.5 In the unlikely event of misunderstanding in the Association that cannot be resolved by the Executive Committee, the Board shall intervene. In such cases the decision of the Board of Advisors shall be final.
8.6 The Chairman of the Board shall request briefing on the state of affairs of the Association on a regular interval.

**Article 9: Affiliation**

9.1 This Association is affiliated to the Grants and Affiliation Committee of the ANU Students’ Association and PARSA. In the event of any conflict in provisions of this constitution and the regulations of the ANU Students’ Association, the provision of this constitution will be rendered null and void to the extent of the contradiction.
9.2 The association is open to extending affiliation to other organisations with shared objectives.
9.3 This policy will include, but is not limited to recruiting, membership, organization activities or opportunities to hold office.
9.4. Dissolution of the association shall be by the decision of the membership at a general meeting or, in the case of failure to elect members to the executive positions to run the organization or in the case where the association ceases to operate due to natural attrition
9.5 in the event of dissolution, any excess assets, property, funds or money remaining shall be transferred to ANU’s Student Association and not given to members

**Article 10: Election of Executive committee members**

10.1 Election of Members of the Executive Committee of ANUASA shall be conducted by an Election Committee, comprising of not less than three members and not more than five persons, appointed by the President/Executive Committee with the approval of the general assembly.
10.1.2 Members of the Election Committee, by virtue of their membership, shall not be eligible to canvas for elected office nor shall nominate a candidate/s for elected office in the instant election they are presiding over.

10.1.3 Executive committee members shall be elected by written ballot, with each active member casting a vote. The candidate with the majority vote shall be declared winner. In the event of a two- or three-way tie, there will be a re-run on the same day.

10.1.4 At the end of the elections, the Election Committee shall announce the new executive committee and a date for their installation.

10.1.5 At the end of the elections, the electoral committee shall cease to exist.

10.2 Elections of executive committee members shall take place between October and November of each academic year unless a resolution by a general meeting states otherwise, where two third of members consistently in attendance at one of the last three meetings prior to the date of election raise signature for postponement. Postponement date must not exceed one month after constitutional date.

10.2.1 Before the election is conducted, the current executive committee will step aside and the appointed elections committee will conduct the elections.

10.3 To be eligible for office, candidates must have actively participated in at least 50% of all meetings and be cleared of all contributions and dues to the organization.

10.4 In the case where the President or vice President graduates from ANU, is no more a student at ANU, recalled from office, lacks the capacity to continue due to health or other reasons, less than six months after elected to the post, the post should be opened for election.

**Article 11: Recall and Removal of Elected Official**

11.1 Recall procedures will be initiated at the request of five active members.

11.1.1 A hearing will be conducted at a regular meeting for the presentation of evidence from all concerned parties.
11.1.2 A majority of those active members voting in a recall at the end of the Hearing is necessary to remove any official from office.

11.2. Should it be established that those advocating recall were acting out of malice, they shall be investigated, and when found guilty, serve a penalty at the recommendation of an independent/ad-hoc body established for that purpose.

11.3 The judicially inclined members and or elections committee shall ask the general assembly for nominations.

**Article 12: Financial management**

12.1 Bank account

The Association shall have its own bank account(s) and the signatories shall be the President, the Treasurer and any other member chosen from the Executive Committee.

12.1.2 Financial year of the Association shall commence on the first day of the academic year and shall end on the 30th of September of that academic year.

12.1.3 The General Meeting shall annually appoint a reputable independent Auditor to conduct audit of the Association annually and submit to the General Meeting an annual audit report in writing.

12.1.4 The entire Association accounts, records and documents shall be open for inspection of the auditor at any time.

12.1.5 An auditor shall remain an independent person and his/her report shall be presented at the General Meeting.

**Financial administration**

12.2 The funds of ANUASA shall come from members’ contributions, grants, and from both local and international donors. All members of this organization shall pay the amount of $25 per semester as assessed contribution to the administrative budget of the association. This contribution shall be made in the form of dues and fees.
12.2.1 ANUASA shall accept funds from any source whatsoever, provided the same are legitimate and the receipt thereof is not contrary to the general philosophy and principles governing the Association.

12.2.3 The Funds received or generated by ANUASA shall be applied only, to the activities of the Association.

12.2.4 The Executive Committee shall prepare an appropriate annual budget that will be approved by the General Meeting. The budget shall make provision for all the estimated expenditure of the Association for the relevant financial year and for reserve funds of contingent liability.

12.2.5 No expenses shall be incurred for the purposes and activities except in accordance with the annual budget or in appropriate circumstances, with the authorization of a General Meeting.

12.2.6 The books of Account shall be kept at the registered office or head office of the Association, or at such other place or places as the General Meeting think fit, and shall always be open to the inspection of the members.

12.2.7 The Treasurer shall from time to time cause to be prepared and to be laid before the General Meeting Profit and Loss Account, Balance Sheets, and reports as to financial status of the Association.

12.2.8 A copy of every Balance Sheet (including every document required by law to be annexed hereto), which is to be laid before the General Meeting together with a copy of the Auditor’s report, shall be served to all persons entitled to attend not less than seven days before the date of the meeting.

12.2.9 The Executive Committee shall develop financial regulations, which will be approved by the General Meeting.

**Article 13: General meetings**
13.1 An Annual General Meeting of the Association is to be held at least once each year, at which the members of the Executive of the Association are to present an Annual Report, which will include statements of income and expenditure, and a current balance sheet.
13.2 A Special General Meeting must be called by the Executive within 10 academic days of being presented with a petition signed by 10 members of the Association setting out the purpose for which such a meeting is requested.
13.3 The quorum for a General Meeting is two-thirds of all registered and duly paid members present at that meeting.
13.4 Decisions of a General Meeting are by a simple majority of full members present in person.
13.5 The president is to conduct the General Meeting in accordance with the constitution of the Association.
13.6 Any resolution of the quorate General Meeting binds all members of the Executive to the extent that the resolution directly relates to their activities as a member of the Executive of the Association.

Article 14: Interpretation and Amendment
14.1 If a dispute arises as to the interpretation of this constitution, or a dispute arises for which there is no provision made in this Constitution, the matter must be referred to the Board of Advisors whose decision is final.
14.2 This Constitution may be amended by a resolution carried by a two-third majority of full members present and voting at a General Meeting of the Association.
14.3 Notice of proposed amendments must be communicated to all members of the Association at least 5 days prior to the General Meeting.

Article 15: Dissolution Clause
The Australian National University African Student Association can be dissolved by decision of the current membership at a general meeting or when the Association ceases to operate due to no members being elected to the executive positions and the Association ceasing to function through natural attrition. In the case of the Association being dissolved any excess assets, property, funds or money remaining after all debts and liabilities are paid shall not be given to members but shall be given or transferred to the ANU Students’ Association.