

THE CONSTITUTION  
OF THE  
AUSTRALIAN NATIONAL UNIVERSITY  
INTERNATIONAL LAW SOCIETY

As of 17 October 2024

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## **1. Name**

1.1 The name of the Society is The Australian National University (ANU) International Law Society (hereafter referred to as “the Society”).

## **2. Aims and Objectives**

2.1. The purpose of the Society is to advance the education of the students of the Australian National University by:

- 2.1.1. promoting the study and appreciation of international law amongst the ANU community;
- 2.1.2. creating links between ANU students and the international law community;
- 2.1.3. creating pathways for engagement with international law opportunities and careers, within the local community, domestically and internationally;
- 2.1.4. assisting law students in the study of international law;
- 2.1.5. making representations and submissions to relevant bodies on matters deemed relevant to the study of international law by the Executive of the Society.

## **3. Constitution**

3.1 The Society is to be conducted in accordance with this Constitution.

3.2 This Constitution may be added to, repealed or amended by resolution of any general meeting, provided that:

- 3.2.1. a petition signed by ten members is submitted to the Administration Vice- President;
  - 3.2.1.1. the petition must state the details of the amendment; and
- 3.2.2. seven days public notice has been given of the specific changes, and in accordance with section 10.5; and
- 3.2.3. the resolution is carried by a majority of at least two thirds of the members voting; and
- 3.2.4. there are at least ten members voting,
- 3.2.5. further amendments to any tabled amendment may be proposed at the meeting provided that such amendments are accepted by a simple majority of the meeting on a procedural basis.
- 3.2.6. the Executive may put forward motions to add to, repeal or amend the Constitution at a general meeting without complying with Section 3.2.1, however it must comply with Section 3.2.2, 3.2.3, 3.2.4, and 3.2.5.

3.3 In the event of a dispute as to the interpretation of this Constitution:

- 3.3.1. the Executive, by a two-thirds majority vote, shall make a final and binding decision as to the interpretation of this Constitution subject to the practicability of the application of part 11; or

3.3.2. within a meeting of the Society, the Chairperson will make a final and binding decision as required as to the interpretation of this Constitution;

3.4 Any interpretation of the constitution or the resolution of any dispute under it may be appealed to the Association Secretary. The decision of the Secretary may be appealed by the means set out in the constitution and regulations of the Association.

3.5 No amendments to this constitution shall be validly enacted except where the Association is given notice by email of the amendment at least five (5) days prior to the moving of the amendment. The email shall request an interpretation as to whether the proposed amendment will affect the continued eligibility of the club for re-affiliation.

3.6 Copies of this Constitution are to be available on request from the Administration Vice-President.

#### **4. Affiliation**

4.1 The Club is affiliated to the ANU Students' Association and anything in this Constitution which is inconsistent with the ANU Students' Association Clubs Regulations and Policies is null and void to the extent of that inconsistency.

4.1.1 The Club must fulfil its obligations under the Association's Clubs Regulations and Policies.

4.2 The Society may from time to time become an affiliated chapter of the International Law Students Association. Whenever the Society is so affiliated, all relevant provisions and regulations of the International Law Students Association apply to the Society.

4.3 The Society may from time to time become an affiliated Society of the Australian and New Zealand Society of International Law. Whenever the Society is so affiliated, all relevant provisions and regulations of the Australian and New Zealand Society of International Law apply to the Society.

4.4 The Society shall at all times be independent from the ANU Law Students' Society.

#### **5. Membership**

5.1 There are two types of membership of the society:

5.1.1. Paid; and

5.1.2. Honorary.

5.2 All persons who are members of the ANU Students' Association, the ANU Postgraduate and Research Students' Association or ANU graduates are eligible for admission to paid membership of the Society.

5.2.1. In order to become a paid member of the Society, the relevant subscription fee of the Society must be paid in accordance with section 17.1.

5.3 Paid members shall have the following exclusive rights:

5.3.1. hold office of the Society;

5.3.2. vote in the elections of the Society

5.3.3. vote at meetings of the Society; and

5.3.4. access to benefits offered in consideration for payment of the annual membership fee, as determined by the Executive.

5.4 The following are honorary members of the Society:

5.4.1. all person who have previously served on the Executive or Committee of the Society;

5.4.2. all staff of the College; and

5.4.3. all persons who hold a position on the Executive of the Society.

5.5 A Voting, Paid or Honorary member of the Society ceases to be a member:

5.5.1. upon death; or

5.5.2. upon the submission of a letter of resignation of membership to the Administration Vice-President; or

5.5.3. at the conclusion of the calendar year in which they became a member; or

5.5.4. upon their expulsion from membership of the Society in accordance with Section 19 of this Constitution; or

5.5.5. upon the failure of payment of membership within one month's notice from the time the Administrative Vice-President discovers a member's unpaid membership status.

## **6. The Executive**

6.1 The members of the Society are to elect annually an Executive consisting of the following members:

6.1.1. one President;

6.1.2. one Administration Vice-President;

6.1.3. one Treasurer;

6.1.4. one Careers Director;

6.1.5. additional Directors as necessary to manage additional portfolios:

6.1.5.1. Competitions Director

6.1.5.2. Events Director

6.1.5.3. Publications Director.

6.2 The College may nominate up to two faculty members to become academic advisors to the Society.

6.2.1. The Executive must meet with the academic advisors to the Society at least twice during the calendar year.

6.3 A person may not hold a position on the Executive of the Society whilst also holding a position on the Executive of any other Law Students' Society or Association.

6.4 The Executive may act in the name of the Committee between meetings of the Committee:

6.4.1. motions shall be supported by a two-thirds majority vote of the members of the Executive and such decisions will be final.

## **7. Duties of Executive Officers**

7.1 The duties of the President include:

7.1.1. to lead the Society in its goals;

7.1.2. to further the objects of the Society;

7.1.3. to promote the Society;

7.1.4. to convene - or instruct the Administration Vice-President to convene - all general meetings of the Society or its Committee;

7.1.5. to complete a report to form part of the Continuity Guide, indicating what was achieved in the Society from the President's perspective during their term, and suggestions for improvement in the following term;

7.2 The duties of the Administration Vice-President include:

7.2.1. to further the objects of the Society;

7.2.2. to promote the Society;

7.2.3. to assist the President in the leadership of the society;

7.2.4. to keep and maintain all minutes, records and correspondence as may reasonably be required by the Executive for the proper conduct of the Society's affairs;

7.2.5. to provide administrative support to the Executive;

7.2.6. to conduct the free and fair elections of the Society in accordance with this Constitution, subject to Section 14.2;

7.2.7. to ensure the Society has effective administrative procedures and practices;

7.2.8. to complete a report to form part of the Continuity Guide, indicating what was achieved in the Administration portfolio during their term, and suggestions for improvement in the following term;

7.2.9. to ensure communication between staff and students in relation to international law events and opportunities occurring within the College.

7.3 The duties of the Careers Director include:

- 7.3.1. to further the objects of the Society;
- 7.3.2. to promote the Society;
- 7.3.3. to provide information to students regarding opportunities in international law careers, both domestically and internationally;
- 7.3.4. to organise and run at least one careers event per Semester during their term;
- 7.3.5. to complete a report to form part of the Continuity Guide, indicating what was achieved in the Careers portfolio during their term, and suggestions for improvement in the following term.

7.4 The duties of the Competitions Director include;

- 7.4.1. to further the objects of the Society
- 7.4.2. to Promote the Society
- 7.4.3. to complete a report to form part of the Continuity Guide, indicating what was achieved in the Competitions portfolio during their term, and suggestions for improvement in the following term;
- 7.4.4. to organise an international humanitarian law moot competition for ANU students, if the Society decides to run such a competition;
- 7.4.5. to coordinate teams of ANU students to participate in international law moot competitions that the Society decides to take on.

7.5 The duties of the Events Director include;

- 7.5.1. to further the objects of the Society;
- 7.5.2. to promote the Society;
- 7.5.3. to raise the profile of the Society by running at least two social events each year;
- 7.5.4. to organise and run a stall for the Society during Orientation Week in Semester 1 and Semester 2;
- 7.5.6. to complete a report to form part of the Continuity Guide, indicating what was achieved in the Events portfolio during their term, and suggestions for improvement in the following term.

7.6 The duties of the Treasurer include;

- 7.6.1. to further the objects of the Society;
- 7.6.2. to promote the Society;
- 7.6.3. to maintain all financial records of the Society;
- 7.6.4. to pursue opportunities for the financing of the Society;

7.6.5. to complete a report to form part of the Continuity Guide, indicating what was achieved in the Treasury portfolio during their term, and suggestions for improvement in the following term.

7.6.5.1 The Treasurer must, in their continuity guide, have an end of year financial report stating any debts, which will carry over into the next year.

7.6.6 A financial report must be prepared by the Treasurer at the end of each semester of the academic year to be sent to the Executive and any member of the Society who requests it, in addition to the financial report that will be provided at the OGM and AGM. The financial report must include, but is not limited to, all profits and spending of the society, which 2 executives approved the allocation of funds, what the money was used for, and when the money was requested and when it was paid out.

7.7 The duties of the Publications Director include;

7.7.1. to further the objects of the Society;

7.7.2. to promote the Society;

7.7.3. to complete publications of the Society that the Executive decides to complete;

7.7.3.1. these may include but are not limited to academic publications, careers guides, and electives guides relevant to international law;

7.7.4. to complete a report to form part of the Continuity Guide, indicating what was achieved in the Publications portfolio during their term, and suggestions for improvement in the following term.

## **8. The Committee**

8.1 The Executive shall form part of the Committee.

8.2 The Committee may include Committee Officers in addition to the Executive.

8.3 No fees or honoraria are to be paid to any member of the Committee.

8.4 Executive and Committee Officers will cease to be such only:

8.4.1. after formal resignation from office;

8.4.2. upon death;

8.4.3. upon the expiration of their term of office;

8.4.4. where the Executive decide by a five-sevens majority that it is in the best interests of the Society to remove that Officer because that Officer is not adequately fulfilling their duties or is acting in a manner prejudicial to the Society:

8.4.4.1. “not adequately fulfilling their duties” may include:

8.4.4.1.1.being absent from any three consecutive meetings and/or society events at which their presence was reasonably expected at the discretion of the Committee, and/or

8.4.4.1.2. severely under-performing in regards to the state role requirements of each Executive and Committee Officer role.

8.5 If any position of the Committee becomes vacant for any reason the vacancy may be filled by a candidate elected by a simple majority vote of the Committee.

8.6 No member shall be President of the Society for more than two consecutive terms of office.

8.7 No individual elected position may be shared between two persons.

8.8 The Committee's term of office shall be one calendar year from the time of election.

## **9. Duties of Committee Officers**

9.1 The Committee officers shall assist the Executive as required in the running of the Society.

9.2 The Committee officers shall have roles that are delegated to them by the relevant Executive that they are under or by any other Executive that needs assistance in the affairs of the Society.

9.3 No strict limitation shall be imposed on Committee officers volunteering particular skills or expertise to the Executive.

9.4 Where practical, the Executive may seek the assistance of a Committee Officer in the execution of a Constitutional Duty.

## **10. General Meetings**

10.1 The members of the Society in general meetings are the controlling body of the Society.

10.2 The decisions of any general meeting of the Society are final and remain in force unless and until duly varied, amended, or annulled at a subsequent General Meeting.

10.3 Subject to this Constitution, decisions of a General Meeting will be passed by a simple majority.

10.4 At all General Meetings of the Society the Chairperson has a casting vote only.

10.5 Advertisement of general meetings on at least three social media pages and an email to members is deemed sufficient public notice to members.

10.6 Quorum at a general meeting of the Society is ten members.

10.7 The procedure to be followed at general meetings of the Society shall be defined by the standing orders of the Society.

## **11. Committee Meetings**

11.1 Committee Meetings are to be convened by either the President or Administration Vice-President.

11.2. Committee meetings are open to members of the Committee only.

11.3. The frequency of Committee meetings shall be determined at the discretion of the President;

11.3.1 There must be sufficient frequency of Committee meetings to enable the Society to be effectively run and the Committee to meet their obligations under this Constitution.

11.4. The President shall provide the Meeting with an overview of the Executive's recent activities.

## **12. Annual General Meetings**

12.1 Annual General Meetings are to be convened by the Administration Vice- President, at the direction of the President.

12.2 The Society will hold an annual general meeting once per academic year.

12.3 The Administration Vice-President must give seven academic days public notice of the annual general meeting in accordance with section 10.5.

12.4 Notice of motions for placement on the agenda of the annual general meeting are to be in writing and given to the Administration Vice- President at least three academic days before the day appointed for the meeting.

12.5 The Administration Vice-President must give public notice of the agenda at least two academic days before the meeting. Only business on the agenda may be dealt with.

12.6 The members of the Executive must each present both oral and written reports on their activities to the annual general meeting.

## **13. Ordinary General Meetings**

13.1 Ordinary General Meetings are to be convened by the Administration Vice- President, at the direction of the President.

13.2 The Society will hold an ordinary general meeting at the discretion of the President;

13.3 The Administration Vice-President must give seven academic days public notice of the ordinary general meeting in accordance with section 10.5.

13.4 Notice of motions for placement on the agenda of the ordinary general meeting are to be in writing and given to the Administration Vice- President at least three academic days before the day appointed for the meeting.

13.5 The Administration Vice-President must give public notice of the agenda at least two academic days before the meeting. Only business on the agenda may be dealt with.

13.6 The members of the Executive must each present both oral and written reports on their activities to the ordinary general meeting.

## **14. Elections**

14.1 The elections must be held over three academic days during the second semester of the academic year and must include at least nine hours of polling.

14.2 The Administration Vice-President of the Society shall act as Returning Officer for the elections, except where the Administration Vice-President is running in the election, in which case the role of Returning Officer shall be appropriately delegated.

14.3 The elections must be conducted by a secret ballot, using an optional preferential system, and in accordance with this Constitution.

14.4 The positions to be filled are those listed in sections 6.1 and 8.2 of this Constitution.

14.5 The Returning Officer must call for nominations at least two weeks before the commencement of polling and nominations must remain open for seven academic days.

14.5.1. The call for nominations must state:

14.5.1.1. the positions to be contested;

14.5.1.2. the details of how nominations must be lodged;

14.5.1.3. the date of the close of nominations; and

14.5.1.4. the days and times of polling.

14.6 Nominations for any position at the annual elections must:

14.6.1. be made by filling out a nomination form that is submitted to the Returning Officer;

14.6.2. no seconder is needed;

14.6.3. contain a signed undertaking by the nominee that she/he will act in the position if elected; and

14.6.4. contain a signed undertaking by the nominee that she/he will abide by this Constitution.

14.7 A nominee can withdraw their nomination at any time.

14.8 The Returning Officer must arrange for the preparation of ballot papers:

14.8.1. the names of the candidates will appear on the ballot papers in a random order;

14.8.2. the online ballot paper for all positions must contain the following words: "Write the number 1 in the box beside the candidate of your first choice";

14.8.3. for elections where three or more candidates have nominated for a position, the words indicated in section 14.8.2 must be succeeded on the voting paper by the following words: "You may then show as many further preferences as you wish by writing numbers from 2 onwards in the boxes beside the candidates of your choice";

14.8.4. where there has only been one nomination for a position where the box on the ballot paper would have appeared the word “elected” will appear. Consequently, the nominee will be elected to that position.

14.9 Any Paid or Honorary member of the Society is eligible to vote in the election.

14.10 The Returning Officer must, as soon as is practicable after the close of polling, arrange for the counting of votes to commence.

14.10.1. The Returning Officer or their nominee must determine whether or not each vote is valid.

14.10.2. The votes may be recounted at the request of the Returning Officer.

14.10.3 A person cannot hold more than one position at the same time, but can nominate for more than one position.

14.10.4 where there is a casual vacancy (a position that has no person acting) someone may be elected to that position after: (i) 3 academic days notice of the vacancy with nominations for the position submitted to the returning officer; and (ii) a vote at a committee meeting on a first-past-the-post basis.

14.11 The results of the election must be published in public notices of the Society as soon as possible after the counting of votes is finished.

14.12 Failure to elect an executive:

14.12.1 Where all or a majority of the Executive or Trustee positions are not filled, the Association may appoint the remaining positions on an interim basis or dissolve the Club.

14.12.2 The Club shall, as soon as is practicable, hold another online poll at which the positions filled by the Association shall be filled by election or dissolve the Club.

14.12.3 Upon failure to elect a majority of Executive positions at the general meeting, not inclusive of those filled by Association, the Club shall be dissolved.

## **15. Treasury**

15.1 All withdrawals and cheques drawn on the accounts of the Society must be signed by at least two members of the Executive. The Treasurer shall be one of these two signatories, except in instances where they are not available.

15.2 The financial year of the Society is from 1 January to 31 December.

15.3 The income of the Society shall be derived from the following activities and arrangements:

15.3.1. the collection of membership fees from members of the Society;

15.3.2. maintaining sponsorship relationships with any individual, corporation or other body;

15.3.3. advertising goods, services, or the existence of any individual, corporation, or any other body, within the Society’s publications or public notices;

15.3.4. advertising goods, services, or the existence of any individual, corporation, or any other body, at the Society's events;

15.3.5. grants from various bodies including the College and the ANU Students' Association;

15.3.6. the sale of any assets owned by the Society;

15.3.7. the provision of any services by the Society; the interest earned on any monies belonging to the Society;

15.3.8. any activities incidental to the above.

15.4 All accounts must be kept in accordance with any accounting policies established by the regulations of this Constitution.

15.5 The accounts of the Society shall be presented at each Ordinary General Meeting and Annual General Meeting of the Society.

15.6 The assets and income of the Society shall be used only for the promotion of the Society's objectives and no portion may be paid or transferred directly or indirectly to members of the club/society except as:

15.6.1 Bona-fide remuneration for services rendered by the members to the Society;

15.6.2 Repayment of expenses incurred on behalf of the Society;

15.6.3 Interest at a rate not exceeding interest at the rate for the time being which is or would be charged by the Society's bankers for money lent to the Society, and

15.6.4 Bona fide rent for premises let to the Society.

## **16. Regulations**

16.1 The Committee may adopt regulations on such matters as it sees fit provided that the regulations are in conformity with this Constitution:

16.1.1. regulations shall be adopted, repealed and amended in accordance with part 11;

16.1.2. regulations inconsistent with this Constitution are only invalid insofar as that inconsistency extends.

16.2 Society must at all times have standing orders for meetings.

16.3 In the absence of the specific adoption of regulations or standing orders, the relevant regulations and standing orders of the Australian Law Students' Association shall apply.

## **17. Fees**

17.1 The Society shall, at all times, charge for membership of Ordinary members.

17.2 No fee for membership greater than \$20 for members of the Association.

## **18. Members' liabilities**

18.1 The liability of a member to contribute towards the payment of the debts and liabilities of the Society, or the costs, charges and expenses of winding up the Society, are limited to any amounts unpaid by the member in respect of membership of the Society as required in section 17.1.

## **19. Disciplining of members**

19.1 Where the Committee is of the opinion that a member:

19.1.1. has persistently refused or neglected to comply with this Constitution; or

19.1.2. has persistently and wilfully acted in a manner prejudicial to the interests of the Society; or

19.1.3. has acted in a way that has been detrimental to the Society;

19.1.4. the Committee may:

19.1.4.1. expel the member from the Society; or

19.1.4.2. suspend the member from involvement in certain aspects of the Society and withdraw privileges of membership of the Society for a period specified by the Committee.

19.2 If a member feels that they have been treated unfairly by the Committee they may present their case in writing to the Executive within fourteen days of the decision being made.

## **20. Records**

20.1 The Treasurer will be responsible for the custody of all relevant financial documentation and records.

20.2 The Administration Vice-President will be responsible for the custody of all other relevant documentation and records.

20.3 The records of the Society shall be open for inspection upon request from the Administration Vice-President by members. Such a request shall be met within 5 academic days of it being made.

## **21. Dissolution**

21.1 The club can be dissolved by decision of the current membership at a general meeting, when the club ceases to operate due to no members being elected to the executive/trustee positions or appointed by the Association.

21.2 Notice of such a meeting must be publicised to all members at least two weeks before the meeting and must include notice of motion to dissolve the Society.

21.3 In the case of the club being dissolved any excess assets, property, funds or money remaining after all debts and liabilities are paid shall be given or transferred to the ANU Students' Association.

21.3.1 Where a Club is affiliated with another parent organisation other than those associated with the ANU, the Club constitution may vary this required clause to provide for property over which the other parent

organisation has a prior bona fide interest and the Association is given notice of this interest such that any such interest is not extinguished.

21.4 Upon dissolution, disaffiliation or failure to re-affiliate, any net assets, property, funds or money shall be given or transferred to the ANU Students' Association except for those sourced by means other than Association grants in the current and previous calendar year. The proprietary interest of the ANU Students' Association arises at the point that the Club is no longer affiliated.