

CONSTITUTION OF THE UNIVERSITY OF THE SOUTH PACIFIC STUDENTS' ASSOCIATION LAUCALA CAMPUS

Arrangement of Provisions

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PART I - DEFINITIONS

Interpretations

This Part serves to clarify the intended meanings within the provisions of these By-Laws so that there is no ambiguity in its interpretation. In this By-Laws, unless the context otherwise requires:-

- Ad hoc Committee** means any committee established by the Senate for a specific task within a given timeframe.
- affiliate** means any cultural group or club that has complied with the Association's affiliation requirements stipulated under article 23 of this Constitution.
- Annual General Meeting (AGM)** means the Annual General Meeting of the Association stipulated under article 36 of this By-Laws.
- Association** means the University of the South Pacific Laucala Campus Students' Association established by this Constitution.
- By-Laws** means any resolutions or By-Laws made by the USPSA Laucala Senate.
- Chairperson** means the person specifically elected by the Association at the Elections, who is charged with ensuring that a particular committee carries out its functions smoothly and fairly.
- Senate** refers to the student senate, the executive governing body of USPSA Laucala.
- Elections** means the process of electing Officers, Chairpersons and special representatives for any vacant positions of the Association in accordance with Part VII of this Constitution.
- Executive Committee** means the advisory body of the Association charged with advising the President on the daily running of the Association. It consists of the duly elected President, Vice-President, the chairpersons of the Standing Committees, and the Executive Secretary and Finance Officer.
- Executive Secretary** means the appointed secretary of the Association.
- Ex-Officio Member** means a member by virtue of his or her position but without any voting rights.
- Finance Officer** means the appointed Finance Officer of the Association.
- Grant** means the lump-sum amount of funds (either in cheque or in cash) that an affiliate of the Association in fact receives from USPSA per semester.
- International Students** collectively refers to all the students that are not from the USP member countries including regional.
- Member** means a financial member of the Association as defined by article 3(1) of this Constitution.
- Minutes** refer to the account of the proceedings of any meeting as recorded by the Executive Secretary or in his/her absence, anyone appointed as acting secretary.

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| Officer | means any of the President, Vice President, Executive Secretary and Finance Officer of the Association. |
| Prescribed subscription | means the subscription for membership of the Association as set and varied from time to time. |
| President | means the duly elected President of the Association. |
| Quorum | refers to the number of members required being present for any meeting of the Association to be officially convened pursuant to this Constitution. |
| Registered Student | means a student who has been duly enrolled for a programme of study at the University. |
| Regulations | means any regulations made by the USPSA Laucala Senate pursuant to its powers under the Constitution. |
| Returning Officer | means the person appointed by the Secretary General of the USPSA Federal Office article 27 of this Constitution who is charged with the responsibility of conducting elections. |
| Secret Ballot | means the election system whereby each voter is given a ballot paper, for the purpose of secretly writing on it the name of his or her candidate of choice before casting his/her vote. |
| Special General Meeting | means a meeting of the Association called for a specific purpose at any time under the provisions of article 41 of this Constitution. |
| Standing Committee | refers to any of the seven committees established under article 20 and set out in Schedule 2 of this Constitution. |
| Student | means any person currently enrolled at the University. |
| Student Service Centre | means the body established under article 22 of this By- Laws. |
| Special representatives | means the body of student representatives elected in the Elections as the faculty Representatives, the women's representative, the residential representative and the non-residential representative. |
| Tenure | means the period of time which a position lasts or the term of office for any elected Officer, Chairperson or any elected representative. |
| University | means the University of the South Pacific (established by a Royal Charter from Her Majesty Queen Elizabeth II in 1970) which is situated at Laucala Bay in Suva. |
| Vice-Chancellor | means the current Vice Chancellor of the University. |
| Vice President | means the duly elected Vice President of the Association. |

PART II - THE ASSOCIATION

ARTICLE 1 - ESTABLISHMENT OF A STUDENTS' ASSOCIATION

- (1) There shall be within the University of the South Pacific's Laucala Campus, a Students' Association.
- (2) The name of the Association shall be THE UNIVERSITY OF THE SOUTH PACIFIC STUDENTS' ASSOCIATION LAUCALA CAMPUS, referred to as USPSA Laucala.
- (3) This Association shall be a branch of the main student body of the University that is, the University of the South Pacific Students' Association (or in abbreviated form, the USPSA), which shall be its parent and highest governing body. Thus the USPSA Laucala is obliged to:
 - (a) observe the constitution of USPSA, By-Laws, Standing Orders and Resolutions;
 - (b) take part in the activities of USPSA and all its work or its bodies;
 - (c) financially contribute to the maintenance and operation of the USPSA by paying membership dues to the USPSA.

ARTICLE 2 – VISION STATEMENT, MISSION STATEMENT AND OBJECTIVES

- (1) USPSA Laucala vision statement:
 - (a) creating, within the University a community where students are free from any form of discrimination and where lasting first impressions are fostered, irrespective of their age, gender or race.
- (2) USPSA Laucala Mission Statement:
 - (a) ensure that student life is maximized to its highest potential;
 - (b) assist with the enhancement of the University experience and provide support for students over a wide range of areas, be it academic, sporting, personal or addressing social challenges in partnership with students, staff, faculties, alumni parents and guests;
 - (c) encourage the spirit of regionalism within the USP family and promote our cultures and traditions through our cultural groups and clubs to the best of our ability.
- (3) The Association shall have the following objects:
 - (a) supporting its members to attain their academic and wider educational goals and promoting and upholding the general welfare of its members;
 - (b) undertaking the organisation of sporting, social, cultural, recreational, religious and education activities;
 - (c) organizing, promoting and implementing and activity, project or initiative;
 - (d) raising funds generally for any purpose in furtherance of its objects;
 - (e) promotion such activities as it considers appropriate for the benefit of the community at large particularly charitable organisations and non-government organisations;

- (f) making representatives to the University Council or other relevant bodies on any matter or issue affecting its members;
- (g) articulating and implementing policies, positions or statements on academic, social or other issues of concern to its members;
- (h) investing such of its moneys and funds in any investment approved by the Senate;
- (i) performing any other act that is deemed necessary for the full realisation of any or all of the above mentioned objects.

ARTICLE 3 - MEMBERSHIP

- (1) Every student of the University upon payment of the prescribed student association fee shall qualify for membership of the Association, and payment of such fee shall be evidence of such membership.

ARTICLE 4 – STUDENT ASSOCIATION FEES

- (1) Every registered student, including part time and DFL students enrolling for courses must pay the prescribed student association fee to the University at the beginning of each semester.
- (2) From the students’ association fees it receives, the University must deduct a USPSA levy to be paid to the USPSA.
- (3) The Vice Chancellor or delegate, in consultation with the USPSA Federal Council, must set a budget for the distribution of students’ association fees to the USPSA and to each branch.
- (4) The budget should reflect the numbers of full-time and part-time students enrolled at each campus, but may be adjusted to reflect special needs of individual campuses.

PART III - OFFICE BEARERS

Division A – Student Officers

ARTICLE 5 – OFFICERS

- (1) There shall be a President and Vice President, who shall comprise the Officers of the Association and who shall be elected by its members in accordance with Part VII of this By-Laws.
- (2) The Association shall also employ an Executive Secretary and Finance Officer as required by articles 12 and 13 respectively on such terms and conditions as it considers appropriate, who shall be responsible to it through the Senate.
- (3) The Officers shall, to the exclusion of any other person, be the authorised signatories of the Association's bank accounts wheresoever kept and shall be eligible to sign cheques on its behalf:
 - (a) any cheque written by the Association must bear the signatures of the Finance Officer and any other officers;
 - (b) in the absence of the Finance Officer due to suspension, resignation, the President shall sign jointly with any of the said signatories until the suspended Finance Officer returns to office or a new Finance officer takes up office, whichever the case may be.

ARTICLE 6 - THE LEADERSHIP CODE

- (1) Officers shall:
 - (a) be committed to the interests of the Association at all times;
 - (b) not hold any position in any other organisation directly affiliated to the Association;
 - (c) take decisions solely in terms of the interests of the Association;
 - (d) administer the Association's resources in an efficient and effective manner;
 - (e) not place themselves under any obligation, financial or otherwise, that might influence or prejudice the proper performance of their duties;
 - (f) be attentive, fair and impartial in the performance of their functions;
 - (g) be accountable for their actions or omissions to the Association through appropriate mechanisms;
 - (h) not mislead the Association.
- (2) The Leadership Code set out in sub article (1) of this article and articles 7 and 8 shall also apply to the Executive Secretary and the Finance Officer.

ARTICLE 7 - GENERAL DUTIES OF OFFICERS

- (1) Officers shall not behave in a way that:
 - (a) demeans their respective offices or the Association;
 - (b) diminishes their official integrity;
 - (c) leads to doubt as to whether they are complying with their duties;

- (d) diminishes respect for and confidence in the integrity and reputation of the Association.

ARTICLE 8 - CONFLICT OF INTERESTS AND DISQUALIFICATION OF OFFICERS

- (1) Officers shall:
 - (a) not use their respective tenures or offices for the advancement of their own interests;
 - (b) disqualify themselves from decision making if they become aware that there is a likelihood that a conflict could arise between their private interests and their duties towards the Association;
 - (c) not use Association property, services or information, acquired or available in the course of their tenure in office, for activities unrelated to those duties;
 - (d) not hold any interest in any contract or financial arrangement to which the Association is party.

ARTICLE 9 - TENURE OF OFFICE AND TERMINATION

- (1) An Officer shall remain in office until the next Elections, but shall cease to hold office, and that office shall be declared vacant, upon the occurrence of any of the following events:
 - (a) death;
 - (b) suspension or removal by the Senate under the provisions of this By-Laws;
 - (c) resignation in accordance with sub article (2) of this article;
 - (d) in the event that he/she is no longer a registered student or is found by the Senate to be guilty of a breach of the Leadership Code or of articles 6 and 8 of this Constitution;
 - (e) is accordingly removed by Senate resolution for such breach.
- (2) Any Officer of the Association may resign at any time by giving notice in writing to the Executive Secretary who shall notify the Senate of the same. Provided that such resignation shall only become effective upon acceptance by the Senate.

ARTICLE 10 – THE PRESIDENT

- (1) There shall be an executive head of the Association who shall be its President.
- (2) The President shall symbolize the unity of the Association and shall have the following functions:
 - (a) chair all meetings of the Senate including general meetings and the Annual General Meeting;
 - (b) chair any committee in the absence or unavailability of its substantive chair;
 - (c) carry out any other duties that may be required of him or her from time to time by the Senate.

ARTICLE 11 - THE VICE PRESIDENT

- (1) There shall be a Vice President of the Association.
- (2) The Vice President shall have the following functions:
 - (a) assisting the President in policy making;
 - (b) responsibility for the Student Almanac or Calendar;
 - (c) responsibility for all matters related to the use, maintenance and management of the Association's assets and facilities;
 - (d) such other duties that may be assigned to him or her from time to time by the President or the Senate.
- (3) In the absence of the President from office or in the event that he or she is unable by reason of illness or other contingency unable to discharge his or her duties, the Vice President shall be entitled to act in such position provided that should the Vice President exercise such powers that are ordinarily conferred upon the President under this Constitution for a period longer than 7 days, approval of the Senate must be obtained.
 - (a) carrying out such other duties as may be assigned to him by the President or the Senate;
 - (b) the Finance Officer shall be the compulsory person to sign the cheque.

Division B – Non-student posts of the Association

ARTICLE 12 - THE FINANCE OFFICER

- (1) There shall be Finance Officer of the Association who shall be accountable for the proper and prudent management of the financial affairs and resources of the Association.
- (2) The Finance Officer, is therefore accountable to the Senate because the Association is financing this position; hence the Finance Officer is by the Leadership Code established under article 6 including the provisions of articles 7 and 8 of this Constitution and shall be responsible for:
 - (a) maintaining accurate and proper books of accounts of the Association according to internationally accepted accounting principles, practices and standards;
 - (b) advising the Association on the financial implications of any initiative put forward by the University administration;
 - (c) making recommendations on the appropriate response of the Association with regard to such initiatives referred to as aforesaid;
 - (d) liaising with the Executives and the Senate and ensuring the accounts are properly audited as stipulated in this By-Laws, and the Financial By-Laws;
 - (e) issuing proper receipts for all moneys received to the satisfaction of the Senate;
 - (f) making reimbursements from the funds of the Association against proper accounts or vouchers for such matters as are approved by the Senate;

- (g) publishing of a monthly report on the Association's expenses in a newsletter specifically created for such purpose;
- (h) presenting a monthly report of the Association's financial activities with a recent bank statement attached showing the Association's current balance at every Senate meeting and after such report is adopted by Senate publishing the financial report for the information of members;
- (i) carrying out such other duties that are necessary and incidental to the proper discharge of his duties;
- (j) carrying out such other duties as may be assigned to him by the President or the Senate;
- (k) the Finance Officer shall be allowed to sign cheques.

ARTICLE 13 - THE EXECUTIVE SECRETARY

- (1) There shall be a full-time professional Executive Secretary of the Association.
- (2) The Executive Secretary is charged with the day-to-day administration of the USPSA Laucala secretariat office and shall have the following functions and responsibilities:
 - (a) preparation, recording, maintenance of all associations, Senate, committee minutes and meetings held from time to time;
 - (b) maintenance of a systematic and accurate record of all files pertaining to the Association and its affiliates;
 - (c) preparing "action sheet" for Senate members and other representatives of the Association to the University committees;
 - (d) preparation and following up of all correspondence of the Association;
 - (e) ensure that reports are prepared and submitted by the respective officers, chairpersons, committees and standing committees and to the relevant bodies;
 - (f) liaise between the Association and the University on any matter of importance to the students;
 - (g) carry out any other duties as may be assigned to him/her from time to time by the Association or the President;
 - (h) distribute copies of the Association's By-Laws, monthly financial reports, and semi or annual audit reports to members upon request.
- (3) In addition to the above functions, the Executive Secretary as a professional shall also exercise the following additional functions and responsibilities:
 - (a) initiate worthwhile development projects for the long-term benefit of the Association;
 - (b) develop a vision or mission for USPSA to adopt and implement;
 - (c) organize leadership training workshops for USPSA Laucala Campus Officers and Chairpersons;
 - (d) disseminate vital contact information about "Who's Who at USPSA" to all members;
 - (e) ensure that the USPSA Laucala Campus website is updated;
 - (f) re-establish "Voice"- the official USPSA Laucala Campus Newsletter to inform members;

(g) assumes the role of editor of “Voice”.

(4) Pursuant to sub article (3) above, the Executive Secretary is therefore accountable to the USPSA Laucala Campus Senate because the Association is financing this position; hence the Executive Secretary is by the Leadership Code established under article 6 including the provisions of articles 7 and 8 of this Constitution.

PART IV - THE USPSA LAUCALA SENATE

ARTICLE 14 - LAUCALA SENATE

- (1) There shall be a governing body of the Association known as the USPSA Laucala Campus Senate which shall be responsible for the good governance and administration of its affairs and the proper management of its resources and which shall be accordingly accountable to the wider membership of the Association for the manner in which it discharges its duties.
- (2) In exercise of any of the powers conferred upon it, the Senate shall be given paramount consideration to the best interests of the Association's members.

ARTICLE 15 - MEMBERSHIP OF THE SENATE

The Senate shall comprise of the following members:

- (1) The members elected at the Elections, such as:
 - (a) the President;
 - (b) Vice President;
 - (c) all the Chairpersons of the Association's Standing committees.
- (2) The members elected at the Elections, set out in Schedule 1A of this Constitution.
- (3) The members elected at the Elections set out in Schedule 1B and ex-officio members.

ARTICLE 16 - POWERS OF THE SENATE

- (1) The Senate shall, without limiting its general powers, have the following powers:
 - (a) formulating recommendations concerning the Association's activities;
 - (b) establishing such committees it considers appropriate to facilitate the objects of the Association;
 - (c) approving the Association's budget;
 - (d) applying such funds for moneys to investment it deems appropriate;
 - (e) entering into contracts or other commercial or financial arrangements;
 - (f) approving the establishment of affiliates;
 - (g) approving financial assistance to affiliates;
 - (h) establishing any committee as it may from time to time deem necessary and may by regulation define the powers and functions of all such committees;
 - (i) establishing any salaried post, hiring any salaried person and determining the terms and conditions of employment of such post or person;
 - (j) approving projects and schemes that it thinks fit;
 - (k) recommending any changes in membership fee to the University Council;
 - (l) deliberating on decisions of any Standing Committee and/or its own sub-committees;
 - (m) appointing representatives to the USPSA Federal Council and selecting members to attend seminars, tours or meetings where so ever held on behalf of the Association;

- (n) ensuring that the Finance Officer presents the appropriate financial reports of the Association at any time, subject to adequate notice in advance as being determined by the Council;
 - (o) requesting and collecting written reports from representatives on the University Senate, University Council, and other University committees or undertakings on which the Association is represented;
 - (p) requesting and collecting written reports from representatives or delegates representing the Association on any seminar, tour, delegation or meeting;
 - (q) establishing affiliation with other student organisations or any bodies in furtherance if its objects;
 - (r) ensuring that affiliates present reports of their financial affairs at any time subject to adequate notice in advance as determined by Senate;
 - (s) acting as a disciplinary body or to appoint a committee, which shall act as disciplinary body to deal with disciplinary cases involving its members;
 - (t) approving funds for entertainment purpose for visiting dignitaries or for the Senate or Executive Committee or Officers meetings as the Senate sees fit;
 - (u) delegating any of its powers to any of its sub-committees or officers of the Association. Any such delegation of powers shall be well defined in terms of the issue to be resolved, the person involved the time from when the delegated authority shall be exercised and the time when that authority shall cease to exist and when a report shall be presented to the Senate;
 - (v) formulating policies, regulations or By-Laws to give effect to implement or otherwise facilitate the implementation of this By-Laws;
 - (w) reviewing the work of the Association and taking appropriate action thereon;
 - (x) reviewing duties of the Officers and Chairperson of the Standing Committees;
 - (y) appointing any member of the Senate to act in an interim capacity for no more than two weeks should a Chairperson or Officer fall ill or is somewhat temporarily prevented from carrying out his/ her duties effectively;
- (2) For the avoidance of doubt, it is understood that any powers conferred upon the Senate by this or any other sub article of this By-Laws to deliberate, establish, appoint or approve any matter, activity, policy or thing, includes a power to disapprove, alter, vary otherwise undo the same.

ARTICLE 17 - CONDUCT OF SENATE MEETING

- (1) Senate shall meet regularly at the frequency of at least once every month. A timetable for senate meetings for the whole year shall be drawn up in the first or the second meeting of the Senate each year.
- (2) The Executive Secretary shall in writing notify or remind all senators about a Senate meeting. Such notice shall include the agenda, venue, time and date of the meeting shall be issued not later than five (5) days before the meeting.

- (3) The Executive Secretary may upon the direction of the President or upon a written request signed by any ten (10) councilors, call an extraordinary Senate meeting but subject to the procedure laid down in sub-article (2) above.
- (4) The President may in consultation with the other officers, call an emergency council meeting to consider a matter which the officers deem needs urgent attention and cannot be effectively dealt with by the Executive Committee or any other Standing Committee of the Senate.
- (5) The Executive Secretary shall inform the executives about Executive Committee meetings as soon as possible through personal notice to them in the offices of the Association.
- (6) A general meeting of the Executive Committee in resolving controversial issues shall adopt the following (a-e) sequence in action:
 - (a) issue introduced;
 - (b) issue clarified and questioned;
 - (c) motion called for;
 - (d) discussion and amendments if any, on the motion;
 - (e) vote on the motion.
- (7) Every resolution made shall be properly recorded in the minutes showing:
 - (a) the background information;
 - (b) the votes casted in favor and against and abstentions.
- (8) Any Executive Committee member, other than executives, if unable to attend a meeting of the Executive Committee, may send a nominee subject to the provision of the By-Laws.
- (9) Executive Committee members shall be compensated for their time and effort through a sitting allowance, the rate and amount shall be determined by the Senate.

PART V - THE EXECUTIVE COMMITTEE

ARTICLE 18 - EXECUTIVE COMMITTEE

- (1) There shall be an advisory body of the Association known as the Executive Committee to assist the Officers in the day-to-day running of the Association.
- (2) The Executive Committee shall comprise the President, the Vice-President, Chairpersons of the Standing Committees, and ex-officio members being the Finance Officer and the Executive Secretary.
- (3) The Executive Committee shall have the following functions and responsibilities:
 - (a) to advise the Officers on budgetary, constitutional and administrative matters concerning the general welfare of the Association;
 - (b) to advise the Officers on possible strategies to address student concerns;
 - (c) to formulate new policies or propose by-law amendments for the Executive Committee to approve;
 - (d) to develop an effective and fair system for the allocation of grants to affiliates but subject to the Senate's approval;
 - (e) to ensure the effective and consistent implementation of policies already approved by the Executive Committee;
 - (f) to work together with Officers and the Executive Secretary to ensure that they are promoting and implementing good policies and practices that reflect transparency, accountability and good governance in the running of the day-to-day affairs of the Association;
 - (g) to assist the Officers with any other tasks that may be assigned to them provided that such tasks do not contravene any provision of this Constitution.
- (4) The Executive Committee shall be accountable to the Senate for the manner in which it discharges its duties, and in exercise of any of the powers conferred upon it, the Executive Committee shall give paramount consideration to the best interests of the Association's Members.

ARTICLE 19 - EXECUTIVE COMMITTEE MEETINGS

- (1) The Executive Committee shall meet in the week immediately preceding each semester enrolments and thereafter it is expected to meet regularly at least twice a month during each semester.
- (2) All meetings of the Executive Committee may be convened by the President, the Executive Secretary, or any three (3) Chairpersons plus one (1) Officer.
- (3) All matters discussed in the Executive Committee meetings shall be recorded in minute form by the Executive Secretary or in his/her absence, anyone appointed by the Executive Committee as acting Secretary.
- (4) There shall be no sitting allowances for members of the Executive Committee including the Executive Secretary and Finance Officer, regardless of the frequency and length of their meetings.

PART VI - OTHER BODIES OF THE ASSOCIATION

Division A – Standing Committees

ARTICLE 20 - ESTABLISHMENT OF STANDING COMMITTEES

- (1) The Association shall have the following Standing Committees:
 - (a) the Welfare and Development Committee;
 - (b) the Education Committee;
 - (c) the Sports and Recreation Committee;
 - (d) the Social Committee;
 - (e) the Media and Public Relations Committee;
 - (f) the Cultural Committee;
 - (g) the Religious Committee.
- (2) The Chairperson of each Standing Committee established under sub-article (1) of this article shall be elected at the Elections as provided for in Part VII of this Constitution.
- (3) The membership of each Standing Committee listed in sub article (1) of this article shall be as set out in Schedule 2 of this Constitution.

ARTICLE 21 - FUNCTIONS AND DUTIES OF THE STANDING COMMITTEES

- (1) The committees established by article 20 shall have the following duties, functions, and responsibilities:
 - (a) plan, coordinate, implement and assess any scheme, programs, activities in consultation with the Executive Committee, that will provide and enhance students mental, social, physical and spiritual welfare while at USP;
 - (b) make proposal to the appropriate bodies through the Senate on any issue of importance affecting the welfare of the students;
 - (c) receive, assess and recommend to Executive Committee all applications for financial assistance, affiliation to the Association from the respective affiliates;
 - (d) prepare budget submission to Senate for the Committees programs, activities and spending for the year;
 - (e) submit to Executive Committee through the Chairperson a monthly progress report and spending on their programs and activities;
 - (f) carry out any other duties as may be assigned by the Executive Committee or the President.

Division B – Student Service Centre and Affiliates

ARTICLE 22 - STUDENT SERVICE CENTRE

- (1) There shall be a Student Service Centre which shall be under the umbrella of the Association but which shall be independent of the Association except as set out in this article.

- (2) There shall be a student service supervisor who shall be appointed by the Executive Committee to oversee the administration and proper running of the Student Service Centre.
- (3) The Executive Committee shall formulate the necessary procedures and regulations for the Student Service Centre in accordance with the Executive Committee's policy, making functions and the Seante shall also be responsible for any subsequent significant amendment to such procedure and/or regulations upon the recommendation of, and in consultation with, the student service supervisor.
- (4) The terms of appointment and term of office of the Student Service supervisor; and the administration, decision-making, positions, powers, functions, duties, responsibilities and entitlements of the Student Service Centre and its employees shall be as set out in the procedures and regulations to be established under sub-article (3) of this article.
- (5) The student service supervisor is charged with the responsibility of enforcing all regulations and procedures established under sub-article (3) of this article and to that end, he or she shall have the powers and duties that may be necessary for the proper fulfillment of that responsibility.
- (6) The student service supervisor shall be answerable to the President and the Executive Committee only in relation to major issues that directly affect the Association and as such, the employees and office-holders of the Student Service Centre shall be subject to the disciplinary and ethical rules of the Association set out in this Constitution.

ARTICLE 23 - AFFILIATION TO THE ASSOCIATION

- (1) The Association shall encourage the setting up of affiliates as may be approved by the Council and for this purpose shall consider applications from members wishing to set up such affiliates at any time.
- (2) The membership of such affiliates shall not be less than twenty (20).
- (3) The Constitution of such affiliates must be approved by two-thirds of the Executive Committee provided that they have attained 10 or more signatures from the cultural Presidents (ensure equality) and based on the recommendation of the committee in which they wish to join (e.g. USP Rugby Students Association should get at least 10 cultural group presidents to endorse their application for affiliation and also the Sports Chairperson and his/her committee must recommend to council that they should be affiliated as it is in the best interest of the association and its members.
- (4) Any club or society or student group which has been refused affiliation by the Council shall have a right of appeal to the USPSA Federal Council for advice for reconsideration of decision.
- (5) Any affiliate that fails to submit a minimum of two reports per semester shall be de-affiliated.

- (6) Any affiliate that has been de-affiliated should undergo the same procedures of affiliation to become re-affiliated.
- (7) Committee Chairpersons must ensure that its affiliates submit 2 reports per semester.

ARTICLE 24 - FINANCIAL ASSISTANCE TO AFFILIATES AND REQUIREMENTS

- (1) Affiliates may apply for general financial assistance to the Association through the recommendation of the respective committee Chairperson and the granting of such grants shall be at the discretion of the Finance Officer in consultation with the President but subject to approval from the Senate in compliance with article 16(1)(g).
- (2) Upon being accepted for affiliation by the Senate every affiliate, with the sole exception of ethnic groups, shall present to the Association Finance Officer a list of that affiliate's membership, including the members' names, student identity numbers, signatures and their respective programme(s) of study.
- (3) Before a grant may be considered or issued the applicant affiliate shall present to the Association Finance Officer an itemized budget of that affiliate including details of expected revenue and expenditure, proposed activities, and events with approximate costs.
- (4) The audited account of each affiliate is to be submitted to the Finance Officer at the end of every semester.
- (5) Each affiliate is required to submit a written report of its activities to the Executive Committee every month of the financial year.
- (6) The Executive Committee may expel or de-affiliate any affiliate that fails to submit monthly reports in two consecutive months.
- (7) The Executive Committee may take any disciplinary action or decision against any affiliate.

PART VII - ELECTIONS

ARTICLE 25 – APPLICABILITY OF FEDERAL ELECTIONS BY-LAWS TO USPSA LAUCALA

- (1) There shall be Elections, known as the Elections, which shall be held annually. The Elections is to elect the Executive Committee and the special representatives to the USP Senate and these elections are to be held annually in April after the first USPSA Federal Council Meeting, or at any date properly appointed,.
- (2) USPSA Laucala Elections is to vote for the positions of President, Vice President, Standing Committee Chairpersons and other members of the Senate, the special representatives, the Foundation representative.

ARTICLE 26 - ELIGIBILITY

- (1) All students enrolled in any program and have paid in full Association fee as prescribed by the Council are eligible for nomination, election and re-election and voting provided they hold necessary prerequisites for the office to contest and vote in the elections of USPSA Laucala.
- (2) Any person applying to be a candidates in Elections, must satisfy the following requirements:
 - (a) must not have a criminal record;
 - (b) must have proven ability, experience, and skill for the position nominated for;
 - (c) must not be completing studies before the next Elections next year in April;
 - (d) must not have been holding an Executive or Senate position in the most previous Elections;
 - (e) must not have a disciplinary record already determined and enforced by the USP Disciplinary Committee at the time of nomination, upon the complaint of another student or USP staff, to have compromised the integrity and/or credibility of the Association through an act, omission or involvement in any unethical, illegal or fraudulent activity;
 - (f) must not be working full time.
- (3) For procedures relating to the election of candidates onto the Senate:
 - (a) the election is to elect members of the Senate, which shall include non residential students' and residential student representative and undergraduate students' representative and post-graduate students' representative and Foundation representative and Pacific TAFE representative;
 - (b) nomination of candidates shall be made in writing to the Returning Officer on or before date to be fixed by and shall be posted on the Association's notice board seven (7) clear days before the date of Elections;

- (c) each nomination paper shall bear the correct name, correct USP student identity number and the signature of the nominee to express his or her willingness in accepting such nomination;
- (d) in the election of the non residential student representative, the nomination paper shall bear the correct name, correct USP student identity number, the signature one non residential student nominator and the correct names, correct USP identity numbers and signatures of 10 non residential students as seconders;
- (e) in the election of the residential student representative, the nomination paper shall bear the correct name, correct USP student identity number, the signature one residential student nominator and the correct names, correct USP identity numbers and signatures of 10 residential students as seconders;
- (f) in the election of the undergraduate student representative, the nomination paper shall bear the correct name, correct USP student identity number, the signature one undergraduate student nominator and the correct names, correct USP identity numbers and signatures of 10 undergraduate students as seconders of the same faculty;
- (g) in the election of the postgraduate student representative, the nomination paper shall bear the correct name, correct USP student identity number, the signature one postgraduate student nominator and the correct names, correct USP identity numbers and signatures of 3 postgraduate students as seconders of the same faculty;
- (h) In the election of the Foundation student representative, the nomination paper shall bear the correct name, correct USP student identity number, the signature of one Foundation student nominator and the correct names, correct USP identity numbers and signatures of 10 Foundation students as seconders;
- (i) In the election of the Pacific-TAFE student representative, the nomination paper shall bear the correct name, correct USP student identity number, the signature of one Pacific TAFE student nominator and the correct names, correct USP identity numbers and signatures of 3 Pacific-TAFE students as seconders.

ARTICLE 27 - RETURNING OFFICER

- (1) Before beginning the process of elections, the Executive Secretary is to write to the Secretary General of the USPSA Federal Office to appoint a Returning Officer subject to sub article (2) of this article.
- (2) After receiving the request, the USPSA Secretary General shall appoint, in consultation with the Executive Committee, a Returning Officer for the purpose of conducting elections in the respective branches.
- (3) The Returning Officer will be responsible for the whole conduct of the elections.

- (4) The Returning Officer will immediately upon closing of the nominations, provide a list of names of the members duly nominated for each office to the Executive Secretary and the Secretary General of USPSA Federal Office.
- (5) The Returning Officer will have the power to and will:
 - (a) appoint such deputies, poll officer, scrutineers and other assistants and with such powers and duties as the returning officer sees fit;
 - (b) provide such materials and facilities in such form as the Returning Officer deems requisite and suitable for the method of voting;
 - (c) ensure that only members vote;
 - (d) provide for the due secrecy and peaceful nature of the ballot;
 - (e) give notice and inform such media as they see fit of the day or days on which the ballot is to be held specifying the hour during which the voting may take place and such a day and such hours will be the day or days and hours for polling;
 - (f) direct and regulate the manner of voting and recording votes;
 - (g) arrange and supervise the counting and recounting of the votes and disallow votes not submitted in the specific manner or not sufficiently clear;
 - (h) ensures that there is no form of electioneering on the day of polling, by or on behalf of any candidate;
 - (i) ensure that all candidates submit the name and logo of the party they represent which must be present next to the candidate's name on the ballot paper;
 - (j) provide a report in a timely manner to USPSA Federal Office certifying that the Elections have been conducted in accordance with this By-laws and any other rules specially designed by the Council in relation to the Elections in which the Elections are held in a proper fair and democratic manner, or as the case maybe notifying any irregularities in the Elections after the conclusion of the ballot.
- (6) The Returning Officer will comply with any regulations not consistent with these By-Laws duly made by the USPSA Federal team secretariat amplifying or specifying more particularly the powers and duties of the Returning Officer.
- (7) All acts and things done by the Returning Officer for any such purpose will be deemed to be done under the authority of the USPSA Federal Office.

ARTICLE 28 - NOMINATION FOR BRANCH EXECUTIVE & SENATE

- (1) Any person who is a Member may with his or her consent be nominated as a candidate for either the Elections or Senate by other members in accordance with the rules in this By-Laws.
- (2) Every nomination shall be done via the official nomination forms provided by the associations to the Returning Officer on or before a date to be fixed by him or her and shall be posted on the Association's Notice Board no less than seven (7) days before the date of the Elections.

- (3) No member may nominate more than one candidate.
- (4) No Member shall consent to more than one nomination as a candidate at any one election.
- (5) Every nomination form must bear the correct name, USP student identity number and the signature of the nominee to show his or her consent to being nominated.
- (6) Upon receiving full student names and identification numbers of students intending to contest for the President, Vice President or Executive Committee, whichever the case may be, shall proceed to use such furnished information to do an eligibility clearance check on each intending candidate with all the relevant departments of the USP, bearing in mind the grounds of ineligibility outlined in Part VII A (26) of this Constitution.
- (7) In respect of each intending candidate who gives his/her personal information the Executive Secretary or Executive Committee shall, upon clearing that intending candidate's name of any of the grounds of ineligibility, declare that intending candidate eligible to contest for the President or Vice President position, and shall confirm such declaration in writing to that intending candidate as soon as practicable before the Elections.
- (8) The Executive Secretary or Executive Committee shall also inform any intending candidate who is rendered ineligible by any of the grounds set out in sub-article (2) of this article of such ineligibility, provided that any intending candidate who fails the eligibility clearance check is still eligible to contest any other election-based position other than that of the President and Vice President.
- (9) The Returning Officer shall reject the nomination of any candidate if:
 - (a) the nomination form is not lodged with him or her at the date and time fixed;
 - (b) the nomination form or any of its parts are deemed incomplete and information provided is incorrect;
 - (c) the nomination is not signed by the prerequisite persons (nominators and seconders) required for election as set out in the branch constitution or its By-laws;
 - (d) the nomination paper does not bear the correct name, ID number and signature in accordance with the USP student ID card as required by sub-article (5) of this article.

ARTICLE 29 - VOTING

- (1) Voting may take place using any media -physical or electronic- provided it is carried out in a manner consistent with this Constitution.
- (2) Postal and proxy voting is permitted and shall be allowed at the sole discretion of the Returning Officer whose decision shall be binding and final.

- (3) No form of campaigning shall take place on the day of Elections. Any candidate or party found to be doing so shall be disqualified immediately from the Elections.

ARTICLE 30 - UNOPPOSED AND FRESH NOMINATIONS

- (1) All positions shall be elected through a democratic election.
- (2) If only one candidate is nominated for one position at the Elections, the ballot paper should have an option of 'no confidence' along with the name of the unopposed candidate.
- (3) If there are more "no confidence in these candidates' votes than votes cast for the highest polling candidate, then no one will be declared elected and a casual vacancy will exist. For this casual vacancy, fresh nominations shall be called in accordance with this By-Laws.

ARTICLE 31 - ELECTION RESULTS AND POST ELECTION RESULTS

- (1) The Returning Officer shall be primarily responsible for the counting of votes and shall, within three (3) days of the close of the Elections, post the official results of the Elections on the Association's Notice Board and circulate electronically via tukutuku.
- (2) The Returning Officer shall secure and retain all voting papers and voting records for 21 days after the official count to prevent any tampering while petitions or appeals (if any) are pending.
- (3) There shall be a general administrative handing over of offices of the Association from the outgoing officers to the newly elected officers. This must be carried out within 5 days following the official announcement of results. Within the 5 days period all documents and property of the Association must be handed over to the newly elected officers.

ARTICLE 32 - BY-ELECTIONS AND DISPUTED ELECTIONS

- (1) If a position becomes vacant, howsoever, occasioned, more than six (6) weeks before the next Elections, the Returning Officer shall proceed to hold a by-election to fill the vacancy.
- (2) If a position becomes vacant, howsoever, occasioned, less than six (6) weeks before the end of the Elections, the Executive Committee shall appoint any Senate member it sees fit on an interim basis to fill that vacancy until the next Elections.
- (3) In the event that a vacancy occurs no more than three (3) weeks, before the end of the academic year the position should remain vacant until the Executive Committee resumes office in the following year if the Executive Committee decides so.
- (4) Where a by-election is deemed necessary in accordance with sub article 1) of this article, the Returning Officer shall forthwith, by public notice on the

Association's notice boards, appoint a day for that by-election no more than two weeks (2) after the occurrence of that vacancy.

- (5) Except as provided by this By-Laws the conduct of a by-election shall be same as in the case of a general election.

ARTICLE 33 - ELECTION PETITIONS

- (1) Subject to sub article (2) of this article, where any student candidate is dissatisfied with any matter related to election procedures, including the eligibility of the candidate or voter, or with the result of any election in respect of which that candidate has been nominated, that candidate may, within 3 days after declaration of the result of the Elections, by petition to the Chairperson and other officers of the USPSA Federal Office the appeal decision of the declaration of the Returning Officer.
- (2) Any petitions made under sub article (1) of this article can only be on one ground, that being that the petitioner (candidate) has been disadvantaged in the Elections concerned for reasons that must be disclosed in the petition.
- (3) Where, in a petition, the petitioner claims that he or she has been disadvantaged by reason of questionable election procedures and such allegations shed doubt on the credibility of certain election results, the Chairperson upon consultation with the deputy Chairperson and the co-opted member (legal) shall direct the Returning Officer to call a second ballot if the decision was decided 'yes' but if 'no' then the decision is final.

ARTICLE 34 - ELECTORAL APPEALS

- (1) Where, in a petition, the petitioner claims that he or she has been disadvantaged by reasons to the eligibility of other candidates or voters or owing reasons other than those specified in sub article (3) of article 26, the Secretary General shall appoint an Election Appeals Committee to hear appeals against the decision made by the Returning Officer. There shall be a maximum of 3 persons in this committee and they are to be appointed in a similar manner to the co-opted members according to the clause 9 of the Constitution of USPSA. The Terms of Reference is to be prepared to determine the tenure and composition. The cost is to be shared between the Federal Office and the Association.
- (2) The Election Appeals Committee will have such powers but not limited to:
 - (a) calling for new election;
 - (b) removing votes from candidates;
 - (c) adding votes to candidates;
 - (d) disqualifying a candidate.
- (3) The Election Appeals Committee shall sit to consider all appeals within seven (7) days after the deadline for all appeals has lapsed.

- (4) The Association's funds shall be utilized to compensate members of the Election Appeals Committee by way of sitting allowances, the amount of which shall be set and approved by the Secretary General of USPSA Federal Office.
- (5) The decision of the Election Appeals Committee shall be final; within three (3) days after the appeals have been heard; the Executive Secretary of the Association shall post the results of those appeals on the Association's notice boards.

ARTICLE 35 - APPLICATION OF FEDERAL BY-LAWS

- (1) The Federal By-Laws are superior to these Constitution. The Federal By-Laws complement any provisions of the Senate as it relates to holding of Elections for Officers.
- (2) However, this Constitution recognize any prerequisite for candidates and nominations for any position set by the associations where Elections are to take place.
- (3) Any clarification and interpretation shall be directed to the chairperson of USPSA Federal Constitution Review Committee.

PART VIII - MEETINGS AND PROCEDURES

ARTICLE 36 - ANNUAL GENERAL MEETING

- (1) The Annual General Meetings are the main meeting at which policy is debated, and any proposed changes to the Constitution, standing orders or policies of the Association are considered.
- (2) The Annual General Meeting of the Association shall be held within two weeks after the Elections each year.

ARTICLE 37 - NOTICE OF MEETING

- (1) The Agenda for all meetings shall be given to each member of the Senate not less than fourteen (14) clear working days before the day assigned. The Executive Secretary shall issue a notice of the Annual General Meeting and all other meetings. The notice shall include the agenda, venue, time and date of the meeting. Business to be transacted at any meeting shall be specified in the agenda and except with the leave of the Senate no other business shall be transacted.

ARTICLE 38 - ORGANISATION OF BUSINESS

- (1) Any member who wishes to file a motion to be discussed at the Annual General Meeting may do so by giving a notice of motion to the Executive Secretary twenty one (21) clear working days before the date of the meeting at which he/she wishes the matter to be considered.
- (2) Items for the agenda shall be arranged in the following order, but the Chairperson, with the leave of the Senate, may take the business in any order:
 - I. Chairperson's welcome and obituaries (if any):
 - (a) introduction of Senate members;
 - (b) adoption of agenda;
 - (c) confirmation of the minutes from the last meeting;
 - (d) matters arising from the minutes of the last meeting;
 - (e) Officers report;
 - (f) financial report;
 - (g) report from the associations to be received and discussed;
 - (h) reports to be tabled in the order in which it was received;
 - (i) Standing Committee matters (if any);
 - (j) general student matters (if any);
 - (k) next meeting date and venue;
 - (l) any other business (AOB) as per the requirements of the By-Laws;
 - (m) chairperson's closing remarks.
 - II. The following shall be mandatory in every Annual General Meeting:
 - (a) the President shall personally deliver an annual report of the activities of the Association at the Annual General Meeting;

- (b) the Finance Officer shall personally deliver an audited report of the financial activities of the association at the Annual General Meeting;
 - (c) the appointment of the Association's external auditor in that Annual General Meeting's order of business;
 - (d) the swearing-in ceremony of newly elected/appointed Officers and Chairpersons.
- (6) The quorum for the Annual General Meeting shall be one hundred members (100).
- (3) At the meeting the President shall chair the meeting.

ARTICLE 39 - CHAIRPERSON AND EXECUTIVE SECRETARY

- (1) The President shall chair every Annual General Meeting. In the absence of the Chairperson, the Vice Chairperson shall take the chair and in the absence of both, the members present shall elect from amongst themselves a person to take the chair at that meeting. The person so elected shall have all the powers of the Chairperson.
- (2) The Executive Secretary shall take the chair for the purpose of conducting an election for the position of Chairperson and deputy chairperson and also in line with article 9.15 of the USPSA Constitution.
- (3) Any person could be appointed as the minute taker of the Senate meetings who shall take minutes of the Senate. However the office of the Executive Secretary shall keep the minutes of all business transacted by the Senate. At every ordinary meeting of the Senate minutes of previous meetings not hitherto confirm shall be submitted for confirmation as a record before any other business is transacted. The minute taker must be impartial and ensure at all times that the minutes reflect a true and correct record of the meetings of the Senate.
- (4) The Chairperson may from time to time and where necessary and practical to do so, appoint on delegation, by way of motion a co-opted member to chair and facilitate a session of the general meeting for that purpose only.
- (5) It is the duty and responsibility of the Executive Secretary to gazette the Senate resolutions and distribute to all students mail apart from all confidential matters, which are to be kept strictly confidential.

ARTICLE 40 - FUNCTION AND POWERS OF THE CHAIRPERSON

- (1) The Chairperson shall have the following functions and powers:
 - (a) informing himself/herself as to the business and objectives of the meeting;
 - (b) determining that the meeting is properly constituted and a quorum is present;
 - (c) to decide who it is that is entitled to address the meeting;
 - (d) preserving order, and to take care that the proceeding are conducted in a proper manner, and that the sense of the meeting is properly ascertained with respect to any question which is properly put before the meeting;
 - (e) to confine discussion within the scope of the meeting and reasonable limit of time;

- (f) to decide and rule on point of order and any other incidental matter which requires decision at the time;
 - (g) to regulate discussion in the meeting;
 - (h) to adjourn the meeting where prevailing circumstances justify such as action;
 - (i) to delegate their powers to any other member of the Senate for the purposes of expediting the business of the Federal Council from time to time as necessary;
 - (j) to declare the meeting closed.
- (2) The Chairperson, exercising their executive discretion, may allow for new business to be included in the agenda with leave of Senate if the matter or business is urgent and/or important.

ARTICLE 41 - SPECIAL GENERAL MEETING

- (1) The Executive Secretary shall convene a Special General Meeting at any time if:
- (a) the President so instructs;
 - (b) the Senate so decides;
 - (c) at least two hundred (200) members of the Association submit a written request for such a meeting.
- (2) No discussion shall take place at any Special General Meeting on any time other than those that are listed on the agenda referred to in the preceding sub article.
- (3) The quorum for any Special General Meeting shall be one hundred (100) members and if within an hour from the time appointed for the meeting a quorum is not present, the meeting shall be dissolved.
- (4) Where the object of the Special General Meeting is to move a vote of no confidence in the incumbent President, that President, for reasons of impartiality, may not chair the meeting and must disqualify him or herself in compliance with article 12(2)(a) of this Constitution.
- (5) Where the object of the Special General Meeting is to move a vote of no-confidence in any other incumbent Officer (other than the President) of the Association, that Officer shall be deemed to be disqualified from chairing that meeting pursuant to article 10(2)(a) of this Constitution.
- (6) Where a decision has to be made in respect of an item of the agenda that decision shall be made by members present at the meeting by way of a vote, and any decision so made shall become the Association's Resolution if it is passed by at least two-thirds of Members present and voting.

PART IX - RESIGNATION AND DISCIPLINARY ACTION

ARTICLE 42 - RESIGNATION OF SENATE MEMBERS

- (1) Any member of the Senate may resign at any time by giving notice in writing to the Executive Secretary who shall submit it to Senate.
- (2) Any resignation made under sub article (1) of this article shall become effective on the date on which the Senate accepts such resignation.
- (3) Any member of the Senate who fails to attend the full duration of three consecutive meetings without the Senate's permission in writing shall cease to be a member of the Senate and he or she shall be deemed to have resigned in the manner set out in sub article (1) of this article.

ARTICLE 43 - DISCIPLINARY POWERS OF THE SENATE

- (1) The Senate may take such disciplinary action as it considers expedient against any, officers, councilors or member for a breach of this By-Laws.
- (2) The Senate may set up a disciplinary committee to deal with any behavior that is destructive or disruptive to the welfare of the students or which tends to put the Association in disrepute.
- (3) The Disciplinary Regulations for students shall apply generally to disciplinary matters including those outside the ambits of the Senate.

ARTICLE 44: ACTION AGAINST MEMBERS

- (1) Without prejudice to the generality of sub article (1) of article 45 the Senate disciplinary action against Association members (irrespective of their positions) may include :
 - (a) withholding of the privileges of membership for a period not exceeding one month;
 - (b) the imposition of a fine of not exceeding the amount to be set by the Seante each year under its policy making functions.
- (2) Where the offence involved in any disciplinary case is of a serious nature, the Senate may refer that case to the University Disciplinary Committee, which shall determine the case under its own disciplinary regulations.

ARTICLE 45 - ACTION AGAINST MEMBERS OCCUPYING POSTS

- (1) Any senate member may be suspended or expelled by a resolution that is passed by a two third's majority of the councilors present and voting by secret ballot.
- (2) The Senate may elect one of its members to act in the capacity of any Senator who is suspended under sub article (1) of this article, for the period in which such suspension is in force.
- (3) Any Officer of the Association may be removed by a vote of no confidence motion in a Special General Meeting called specifically for that purpose but only

if that motion is passed by two thirds of the attending members by secret ballot; or by a Senate resolution under the provisions of article 9(1)(e) of this Constitution.

- (4) The Senate may move and pass a vote of no confidence by way of secret ballot on any of the Senate members (other than the Officers), if the Senate is of the opinion that the said member is unworthy and incapable of holding his/her responsibilities.

ARTICLE 46 - RIGHT OF APPEAL

- (1) Any person who is the subject of disciplinary action under this By-Laws has a right of appeal to the Disciplinary Committee of the Senate.
- (2) The procedures relating to and the proceedings of any appeal to the Disciplinary Committee of the Senate made pursuant to the preceding sub article (1) shall be governed by the rules of appeal of the committee.

PART X - FINAL PROVISIONS

ARTICLE 47 - ACCESS TO ASSOCIATION RECORDS

- (1) All records, financial, administrative or otherwise, of the Association shall be open to viewing by the student public provided that:
 - (a) no student may request to view any document or record that relates to a pending action until such an action is completed;
 - (b) any student who wishes to view any record or document in pursuance of this article may apply to the Executive Committee who shall, subject to paragraph (a) above, then allow access to such record or document;
 - (c) no original record or document under this article;
 - (d) any student who is allowed access to records or documents in pursuance of this article shall bear the full cost of any printing or photocopying of such record or document that he or she may wish to carry out.

ARTICLE 48 - AMENDMENT OF THE CONSTITUTION

- (1) This By-Laws or any of its provision may be amended at a Special General Meeting of the Association called specifically for that purpose, or at the Annual General Meeting.
- (2) Every proposed amendment along with the signature of the person submitting such a proposal and his/her seconder must be posted on the Association's notice boards no less than one (1) week before the date of the meeting in which that amendment proposal is to be considered.
- (3) No amendments shall be effective unless it is voted by a two-third's majority of the members present and voting at the meeting.
- (4) Notwithstanding the provisions of this By-Laws, the Senate may draw up Standing Orders for the purpose of conducting the meetings of the Association and of the Senate.
- (5) All amendments passed at the AGM in compliance with this article shall come into effect immediately unless expressly stated otherwise in the amending resolution.

ARTICLE 49 - TRANSITIONAL PROVISIONS

- (1) Subject to sub article (2) of this article, the original Constitution as reviewed in 2001 and amended in 2003 is repealed.
- (2) Notwithstanding the preceding sub article (1), for the avoidance of doubt and to ensure the continuity of the business and aims of the Association, where express provision has not been made under this By-Laws for any matter or thing, including provision for the proper management and conduct of any election or meeting, the provisions of the original Constitution shall be deemed to apply.

SCHEDULE 1A

Article 25 (2)

Members to be elected at the Elections:

- (1) Six faculty representatives:
 - (a) one member from the undergraduate program (Faculty of Arts, Law and Education) who shall be elected by members enrolled in that Faculty;
 - (b) one member from the undergraduate programme (Faculty of Business and Economics) who shall be elected by members enrolled in that Faculty;
 - (c) one member from the undergraduate programme (Faculty of Science, Technology and Environment) who shall be elected by members enrolled in that Faculty;
 - (d) one member from the postgraduate programme (Faculty of Arts, Law and Education) who shall be elected by members enrolled in that Faculty;
 - (e) one member from the postgraduate programme (the Faculty of Business and Economics) who shall be elected by members enrolled in that Faculty;
 - (f) one member from the postgraduate programme (Faculty of Science, Technology and Environment) who shall be elected by members enrolled in that Faculty;
 - (g) one women's representative;
 - (h) one non-residential member who shall be elected by the non-residential students;
 - (i) one residential member who shall be elected by the residential students.
One member from the Foundation program who shall be elected by members enrolled in that program.
 - (j) One member from the Pacific TAFE program who shall be elected by members enrolled in that program

SCHEDULE 1B

Article 25 (3)

Student Senate Members to be elected by their own student associations

- (1) Sixteen student cultural group leaders:
 - (a) the elected President of the Banaban Students Association or his/her nominee;
 - (b) the elected President of the Chinese Students Association or his/her nominee;
 - (c) the elected President of the Cook Islands Students Association or his/her nominee;
 - (d) the elected President of the iTaukei Students Association or his/her nominee;
 - (e) the elected President of the i-Kiribati Students Association or his/her nominee;
 - (f) the elected President of the Indo-Fijian Students Association or his/her nominee;
 - (g) the elected President of the Marshall Islands Students Association or his/her nominee;
 - (h) the elected President of the Nauruan Students Association or his/her nominee;
 - (i) the elected President of the Niuean Students Association or his/her nominee;
 - (j) the elected President of the Rotuman Students Association or his/her nominee;
 - (k) the elected President of the Samoan Students Association or his/her nominee;
 - (l) the elected President of the Solomon Islands Students Association or his/her nominee;
 - (m) the elected President of the Tokelau Students Association or his/her nominee;
 - (n) the elected President of the Tongan Students Association or his/her nominee;
 - (o) the elected President of the Tuvaluan Students Association or his/her nominee;
 - (p) the elected President of the Vanuatu Students Association or his/her nominee.

- (2) One international students representative who shall be nominated by students from non-USP member countries, who are known collectively as the International Students Association.

SCHEDULE 2

Article 20(3)

Members of each Standing Committee shall be as follows:-

(1) Welfare and Development

Membership of the Development & Welfare Committee shall comprise the following:

- (a) a chairperson to be elected by all members of the association;
- (b) cultural group representatives;
- (c) residential representative;
- (d) non-residential representative;
- (e) women's representative.

(2) Education

Membership of the Education Committee shall be restricted to Faculty representatives and affiliated academic interest groups and shall comprise the following:

- (a) chairperson (elected by students);
- (b) faculty representatives;
- (c) affiliated academic group.

(3) Sports and Recreation

Members of the Sports and Activities Committee shall comprise the following:

- (a) chairperson (elected by students);
- (b) Cultural group representatives;

(4) Social

Membership of the Social Committee shall comprise the following:

- (a) chairperson (elected by students);
- (b) cultural group representative;
- (c) non-residential students representative;
- (d) residential student representative.

(5) Media & Public Relations Committee

The membership of the Media & Public Relations Committee shall comprise the following:

- (a) chairperson (elected by students);
- (b) non-residential student representative;
- (c) residential student representative;
- (d) women's representative;
- (e) regional student representative;
- (f) international student representative;
- (g) Fiji student representative;
- (h) Journalism students representative

(6) Cultural

The membership of the Cultural Committee shall comprise the following:

- (a) chairperson (elected by student);
- (b) President or nominee from the cultural groups.

(7) Religious

The membership of the religious Committee shall comprise the following:

- (a) chairperson (elected by the students);
- (b) religious groups' representative affiliated to the Association;
- (c) residential representative;
- (d) non-residential representative;
- (e) women's representative