

**CHARTER OF THE MACQUARIE UNIVERSITY
STUDENT REPRESENTATIVE ASSOCIATION**

A Committee of U@MQ Limited

**Adopted by the Board of U@MQ Limited on 29th May 2009
and approved by the University Council on 24th June 2009**

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Preamble

MUSRA acknowledges the Dharug people as the traditional owners of the land that the University occupies and that sovereignty over the land was never ceded. We accept, encourage and uphold human rights and equality for all. We support the right of all people to be free from discrimination of any kind. We promote inclusiveness and celebrate diversity. We recognise that we are part of an ecosystem that requires responsible behaviour and environmentally sustainable practices.

Interpretation

Board means the board of directors of U@MQ.

Committee Members means the members of MUSRA from time to time.

Rules mean the rules adopted by MUSRA and approved by the Board of U@MQ.

MUSRA is the acronym for the Macquarie University Student Representative Association.

Open Meeting refers to an Open Meeting as described at Clause 4.1.

Student Body means the undergraduate students at Macquarie University, and **Student** means an undergraduate student.

U@MQ means U@MQ Limited, a company limited by guarantee and a controlled entity of Macquarie University.

University means Macquarie University.

University Council means the Council of Macquarie University.

University Legislation means the *Macquarie University Act* (1989), and any by-laws, rules or regulations pursuant to that Act as in force from time to time.

1. Role of MUSRA

- 1.1 MUSRA is a committee formed under the Constitution of U@MQ.
- 1.2 MUSRA shall be comprised of Committee Members elected or appointed under Clause 3 of this Charter.
- 1.3 MUSRA's powers and authority are as set out in this Charter, the Rules and any authority delegated from time to time by the directors of U@MQ.
- 1.4 MUSRA is subject to this Charter, the Rules, the Constitution of U@MQ and the University Legislation.
- 1.5 MUSRA is committed to represent the needs and interests of the Student Body.
- 1.6 MUSRA will:
 - (a) act in an open, transparent, unbiased and respectful manner in the best interests of the Student Body and of the University;
 - (b) identify, advance and promote the interests of the Student Body;
 - (c) facilitate the tertiary education of the Student Body;
 - (d) liaise with the Student Body to remain informed of Students' opinions and concerns;
 - (e) act as a channel of communication between the Student Body and the University by bringing the opinions and concerns of the Student Body for the University's consideration in decision making;
 - (f) work to improve the University experience for the Student Body;
 - (g) communicate developments affecting university life for the Student Body;
 - (h) consult with U@MQ and the University in relation to facilities for recreation or other leisure activities for the Student Body:
 - i. that will improve their conditions of life by enabling or assisting them to participate in the intellectual, social and other activities of or connected with the University; or
 - ii. of which they have need by reason of their being Students; and

- iii. promote equal opportunity for access to the University for all future and current undergraduate students including persons from backgrounds under-represented in the University

2. Powers

- 2.1 MUSRA has the power to call for elections of Committee Members in accordance with the Rules.
- 2.2 MUSRA is not a separate legal entity.
- 2.3 MUSRA may recommend to U@MQ adoption of amendments to the Rules and adoption of policies from time to time.
- 2.4 If there is any inconsistency between this Charter, the Rules or the policies made by or adopted for MUSRA, then the order of precedence shall be the provisions of this Charter, then the Rules and then the policies.

3. Committee Members of MUSRA

3.1 The Executive

MUSRA shall have an Executive comprising Committee Members elected to the following positions:

- (a) Two Conveners;
- (b) Treasurer; and
- (c) Secretary.

3.2 Ex-Officio Members

MUSRA shall have Ex-Officio Committee Members comprising persons automatically appointed by virtue of them holding the following positions:

- (a) The Student member of the University Council; and
- (b) Up to four Students holding elected undergraduate positions on the Academic Senate of the University.

3.3 Equity and Diversity Representatives

MUSRA shall have Equity and Diversity Representative Committee Members, elected to the following positions:

- (a) Women's Representative;
- (b) Queer Representative;
- (c) International Students' Representative;
- (d) Representative of Students with Disabilities;

- (e) Representative of Students with a Language Background other than English (LBOTE); and
- (f) Representative of Australian Indigenous Students

3.4 Officers

MUSRA shall also have Committee Members elected as general Officers, to a minimum of one Officer for every 3,000 Students. In the event that this creates an even number, an additional Officer position will be created. Upon election, those Officers may nominate themselves for, and be elected by MUSRA as specified in the Rules, to the following positions:

- (a) Education Officer;
- (b) Clubs, Societies and Collectives Officer;
- (c) Environment Officer;
- (d) Social Justice Officer; and
- (e) Sport and Recreation Officer.

3.5 The Executive shall:

- (a) manage MUSRA's performance;
- (b) recommend amendments to this Charter, Rules and other aspects of the strategic directions, to the Board of U@MQ;
- (c) manage and account to the Board of U@MQ in respect of MUSRA's annual budget;
- (d) develop and recommend to the Board of U@MQ, MUSRA's annual business plan;
- (e) monitor the execution by MUSRA of its annual business plan;
- (f) establish and monitor systems of control and accountability to the Board of U@MQ in accordance with the direction of the Board of U@MQ;
- (g) regularly review its own performance and the performance of MUSRA in light of its Charter and the Rules.

3.6 The Executive shall, in consultation with, and with the approval of, the Board of U@MQ, appoint a person with an appropriate financial background as Governance and Advocacy Officer. The Governance and Advocacy Officer will be accountable to the Board of U@MQ and to MUSRA for ensuring the proper financial management of MUSRA.

4. Meeting Procedure

- 4.1 MUSRA shall conduct the following meetings:
- (a) Meetings of the Committee Members;
 - (b) Meetings of the Executive; and
 - (c) Open Meetings, at which all members of the Student Body shall have a right to attend and vote.
- 4.2 Each Committee Member is entitled to cast a deliberative vote at any meeting of MUSRA. Each member of the Executive is entitled to cast a deliberative vote at meetings of the Executive.
- 4.3 A simple majority vote of Committee Members present and entitled to vote is required for any decision of MUSRA. In the event of equality of votes, the chair shall be entitled to exercise a casting vote, as specified in the Rules.
- 4.4 A quorum is:
- (a) for Committee Meetings, 50% of Committee Members presently in office;
 - (b) for Executive Meetings, 50% plus one (1) person of Executive Members presently in office;
 - (c) for Open Meetings, 50 Students to pass a resolution, as specified in the Rules.
- 4.5 The meetings shall be chaired in accordance with the Rules, which shall also provide for other meeting procedures.

5. Election of MUSRA Committee

- 5.1 The election of Students to the Executive, Equity and Diversity Representatives and Officer positions shall be in accordance with the election procedures set out in the Rules.
- 5.2 The returning officer shall be the University Registrar.
- 5.3 The term of office of each elected Committee Member will be 12 months commencing on 1 January and finishing on 31 December in the year after the elections are held, absent earlier termination or resignation in accordance with the Rules.
- 5.4 A casual vacancy of an elected Committee Member will be filled in accordance with the provisions set out in the Rules.
- 5.5 Committee Members appointed under Clause 3.2 shall hold office for the same period as the office by virtue of which they are appointed, absent earlier termination or resignation in accordance with the Rules.

6. Rules

6.1 MUSRA may recommend the adoption of Rules, and the amendment of those Rules, to the Board of U@MQ.

6.2 The Rules shall provide for:

- (a) proceedings of MUSRA meetings;
- (b) conduct of elections;
- (c) administration and financial issues; and
- (d) other matters such that the Committee Members consider necessary or appropriate.

7. Amendments to the Charter

7.1 This Charter may be amended only by:

- (a) a resolution proposed and passed at an Open Meeting of MUSRA or failing a quorum at an Open Meeting, by Special Resolution of MUSRA (pursuant to the Rules); and
- (b) approved by the Board of U@MQ and ratified by the University Council.