Council and Conference

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Refer to appendix for amendements

# Scope

* 1. The scope of this bylaw is to manage and regulate the awarding of Championship Points to LSS Members before and during the annual ALSA Conference, and the subsequent awarding of the Championship Cup.
  2. The scope of this bylaw is to regulate the location and running of the April and September Council Meetings.

# Operating Provisions

* 1. This bylaw is created under the power conferred upon the ALSA Executive under sections 59 and 85 of the Australian Law Students’ Association Constitution as promulgated at each ALSA Annual General Meeting.
  2. This bylaw operates subject to the Australian Law Students’ Association Constitution.
  3. Should a conflict arise between the content of the Australian Law Students’ Association Constitution and this bylaw, the ALSA Constitution will prevail.

# Council

# ALSA Council Meetings

# ALSA shall convene two Council Meetings each year, one in or around the month of April and the other in or around the month of September.

# Location and hosts of the council meetings shall be rotated

# ALSA Council Meetings shall be held over three days (Friday-Sunday).

# Registration for council shall be no more than $220 per person unless a motion is passed by Council to agree to an increase.

# Council Meetings

**Extract of ALSA Constitution**

1. 99.1  Council Meetings may be held from time-to-time as the Council requires, but in each year there must be at least a September Council Meeting, a February Council Meeting, and a Council Meeting held during the Annual Conference.
2. 99.2  At the direction of the Council, the Vice-President (Administration) will convene a Council Meeting and give notice to all members of the Council to meet at a venue and time set by the Executive.
3. 99.3  Council may conduct Council business in a Meeting so long as two members of the Executive and one representative of each of ten LSS or Joint LSS members are present.
4. 99.4  The President or his/her nominee will be the Chairperson of the Council Meeting and will chair the Council Meeting in accordance with specified meeting procedure rules.
5. 99.5  All votes at Council Meetings, unless otherwise specified, will be resolved by simple majority of the Council Members present at the Meeting. The President will have an additional casting vote in the event of a tie.
6. 99.6  The Council will follow the specified meeting procedure rules as set out and communicated to them by the Executive at least two weeks prior to a Council Meeting. The Council may, by simple majority, pass bylaws regarding the rules of meeting procedure, over-riding those which were laid out by the Executive if the Council sees fit.
7. 99.7  The meeting procedure rules of the ALSA Council shall not derogate from an ALSA Councillor’s right to be heard unless a disciplinary provision of the meeting procedure has been applied.
8. 99.8  Voting rights in Council may not be exercised by Australian Law Student Society/Associations Member who have not paid current affiliation fees.
9. 99.9  Notwithstanding clause 99.8, the Council may, by simple majority, choose to allow an Australian Law Student Society/Associations Member that has not paid their affiliation fee to vote and speak at Council meetings if the Australian Law Student Society/Associations Member gives an undertaking that the affiliation fee will be paid as soon as practicable.
10. 99.10  The Council in a Meeting is empowered, subject to this Constitution, to exercise all the powers of the company.
11. 99.11  A member of the Council, other than an Executive or Committee member, may confer their Council vote on another law student from the same University if it is in writing.
12. 99.12  A member of the Council, other than an Executive or Committee member, may proxy their Council vote through the Vice-President (Administration), other than the annual elections, on particular instructions in writing that would be outlined both to Council and in the minutes of the Council meeting where the proxy is exercised.
13. 99.13  An Executive or Committee member may proxy their Council vote through the Vice- President (Administration), or through another Executive or Committee member, if it is in writing. In order for such a proxy vote to be exercised it must be lodged at least seven days before the commencement of the meeting.

# Conference

* 1. **Conducting an annual Australian Law Students Conference**

**Extract of ALSA Constitution**

6.5 Subject to and without limiting the objects enumerated in clauses s 6.1 to 6.4, the **company** will pursue its objects through the following activities:

1. conducting an annual **Australian Law Students Conference** in July each year which will incorporate the following activities:

6.5.a.1. the **Annual Council General Meeting** of the **company**;

6.5.a.2. a Paper Presentation competition;

6.5.a.3. a Mooting competition;

6.5.a.4. a Witness Examination competition;

6.5.a.5. a Client Interviewing competition;

6.5.a.6. a Negotiation competition;

6.5.a.7. an International Humanitarian Law Mooting competition; and

6.5.a.8. seminars on matters of concern to **Australian Law Students**;

1. conducting an **Annual Legal Education Forum** in conjunction with the Annual Conference;

# The Conference Convenor

**Extract of ALSA Constitution**

1. 96.1  The Conference Convenor-elect will be elected by Council at the time their Conference bid is accepted.
2. 96.2  The Conference Convenor-elect will become an ALSA Committee member on October 1, 2 years before the year of the Conference they are convening.
3. 96.3  If the Conference Convenor-elect is elected after October 1, 2 years before the year of the Conference they are convening, they will assume office immediately.
4. 96.4  The Conference Convenor-elect’s term ends 30 September of the year immediately preceding the Conference they are convening. At this time, they assume the office of Conference Convenor.
5. 96.5  A person immediately stops being a **Committee Member** if they:
6. die
7. resign, by writing to the secretary
8. are expelled under clause **Error! Reference source not found.**, or
9. have not responded within three months to a written request from the secretary that they confirm in writing that they want to remain a **Committee Member**.

# Responsibility for the Annual Conference and the Annual Legal Education Forum

**Extract of ALSA Constitution**

1. 100.1  The organisation of the Annual Conference will primarily be the responsibility of the Conference Convenor, subject to clause 100.6.
2. 100.2  Subject to clause 100.6.4, the organisation of the Annual Legal Education Forum will:
3. primarily be the responsibility of the Vice-President (Education) and the Convenor of the Annual Legal Education Forum (ALEF Convenor);
4. be the ultimate responsibility of the Conference Convenor.
5. 100.3  The **ALEF Convenor** will be appointed by the **Conference Convenor**.
6. 100.4  The **Conference Convenor** may appoint any persons he/she sees fit to assist in the organisation of the Annual Conference, subject to 100.5. The **Conference Convenor**, the **ALEF Convenor** and the **Conference Convenor’s** other appointees will be known collectively as the Conference Team.
7. 100.5  The Executive will:
8. have an oversight function in relation to the Conference Team; and
9. be responsible for ensuring that the Annual Conference and Annual Legal Education Forum are organised in accordance with this Constitution and the wishes of the ALSA Council.
10. 100.6  The following duties will primarily be the responsibility of the Conference Convenor:
11. Raising sponsorship, in conjunction with the Executive;
12. Maintaining sound financial records of all Conference transactions, including producing a Conference Financial Statement showing income, expenditure, and the net result of the Conference;
13. Presenting a report on the Conference, including the Conference Financial Statement, to the September Council Meeting;
14. Ensuring that:  100.6.d.1. the Annual Legal Education Forum is properly funded;  100.6.d.2. the financial records of the Australian Legal Education Forum are incorporated into the Conference Financial Statement;

# Attendance of Executive Officers at Conference and Legal Education Forum

**Extract of ALSA Constitution**

1. 101.1 The Conference Convenor must ensure that provision is made in the budgets of the Annual Legal Education Forum and the Annual Conference for the attendance of the President, Vice-President (Education), Vice-President (Administration) and Vice-President (Finance), such that no accommodation or registration expenses will be incurred by the President, Vice-President (Education), Vice-President (Administration) or Vice-President (Finance) in relation to the Annual Legal Education Forum or the Annual Conference.

# Championship Cup

* + 1. The Championship Cup will be awarded at the ALSA Conference to the LSS with the highest number of Championship Points.
    2. The Championship Cup will have a prize value of $1000, payable to the winning LSS.
    3. The Championship Cup will be awarded at the Closing Gala of the ALSA Conference.
    4. The Championship Cup will be kept for 12 months by the winning LSS, and will be returned to the Conference Convener at the beginning of the ALSA Conference each year.

# Championship Points

* + 1. The Conference Convener has total discretion over the awarding of Championship Points.
    2. Championship Points will be awarded for activities promoting, advertising, or encouraging attendance to, the ALSA Conference.
    3. Championship Points may be awarded at any time.
    4. The Convener may remove Championship Points for actions that bring Conference, or ALSA, into disrepute.
    5. A running score of Championship Points may be published on the ALSA Website, the Conference website, or both, as well as distributed through social media networks.

# Eligibility

* + 1. An LSS must be an ALSA member to be eligible to win the Championship Cup. Non-member LSSs may be awarded points but cannot be awarded the Cup.
    2. Championship Points may be awarded to, or removed from, an individual; Points awarded to or removed from individuals accrue on behalf of that individual’s LSS.
    3. The Convener may declare an LSS ineligible to win the Championship Cup due to disreputable actions and/or behavior.

# Receiving Championship Points

* + 1. Prior to the beginning of Conference, Championship Points may be awarded for activities that promote or advertise Conference or ALSA in general.
    2. Evidence of activities must be brought to the attention of the Conference Convener by emailing [championship@alsaconference.com.au](mailto:championship@alsaconference.com.au)
    3. Championship Points cannot be awarded for activities the Convener is not aware of.
    4. Activities may include, among other things, BBQs, O-week promotion, encouraging students to sign up to Conference social media and/or mailing lists, registering General Delegates, and marking Conference-related milestones.
    5. During Conference, Championship Points may be awarded for activities and attendance of organized events (e.g. ALEFs, Sports Days, Competition Grand Finals, etc) as well as activities within the ‘theme’ or ‘spirit’ of Conference (e.g. chants/cheer squads, co-ordinated dress/costumes, etc.)

# Disputes and Appeals

* + 1. Any challenge to points awarded should first be brought up with the Convener or their designated nominee.
    2. If unhappy with the response given, the complaint must be brought in writing to the ALSA Executive two (2) hours prior to the commencement of Closing Gala.
    3. Only points awarded in the last two hours may be challenged following the time set in 7.2, and should be done within 30 minutes of hearing of the allocation of points, or deduction or team being voided. In such circumstances notice of complaint must also be given orally to a member of the ALSA Executive.
    4. The ALSA Executive will consult the Convener before any decision is made. The presumption will be in favor of the Convener, unless there is strong evidence that the Convener has acted dishonestly or in bad faith.
    5. The Executive's decision is final.

# Conference and Council Meeting Roster

* 1. This roster intends that both the Conference and Council Meetings rotate fairly:
     1. to different geographical areas;
     2. between capital cities and regional areas; and
     3. between smaller and larger Law Students’ Society Members.
  2. The roster aims to strike a balance which:
     1. encourages the diversity required for a truly national body;
     2. keeps costs at a reasonable level; and
     3. takes account of logistical issues associated with hosting Meetings.

# Rotation of Meetings

* 1. Hosting rights for the Conference and Council Meetings shall be awarded as follows:
     1. Each year shall be allocated to a region based on the following table:

|  |  |  |
| --- | --- | --- |
| Year | Council | Conference |
| 2012 | February: Bid | VIC |
| Sept: QLD |
| 2013 | February: Bid | WA |
| Sept: NSW |
| 2014 | February: Bid | QLD |
| Sept: TAS |
| 2015 | February: Bid | NSW |
| Sept: ACT |
| 2016 | February: Bid | TAS |
| Sept: SA |
| 2017 | February : Bid | ACT |
| Sept: VIC |
| 2018 | February: Bid | SA |
| Sept: WA |

* + 1. Bids for the ALSA Conference hosting rights will be presented to the ALSA Council at the Conference which is two years prior to the Conference in question.
    2. Two months prior to bids being made, the Vice-President (Administration) will email the Council email list inviting expressions of interest from Law Student Society Members located within the allocated region.
    3. If one or more bids are presented, the Council may either:
       1. accept one of the bids, in the form of a full preferential vote of Council Members, and award hosting rights to that bidder (or those bidders in the case of a joint bid); or
       2. reject all of the bids, in the form of a motion to reject all of the bids.
    4. If all of the bids are rejected, or there are no bids, the Vice-President (Administration) will move a motion that the award of hosting rights be delayed. The Council may delay the award of hosting rights either:
       1. until the next Council Meeting; or
       2. to be bid for and voted on through the Council email list.
    5. If the award of hosting rights is delayed, either until the next Council Meeting or to the Council email list, bidding rights will be open to any Law Student Society Members, whether or not they are located in the allocated region.
    6. The Council may continue to defer the award of hosting rights for a Conference until a bid is presented which the Council accepts, at which point the winning bidder(s) shall be awarded the hosting rights for that Conference.
    7. Hosting rights for ALSA’s Council Meetings shall be as follows:
       1. September Council hosting rights are awarded to the region that is hosting the ALSA Conference in two years’ time. This is to give the region exposure to ALSA and to the logistics of hosting an ALSA event.
       2. February Council hosting rights are open to any region to bid for.
       3. Bids will be presented to the ALSA Council for hosting rights to an February Council Meeting at the September Council Meeting previous to the February Council Meeting in question.
       4. Bids will be presented to the ALSA Council for hosting rights to a September Council at the February Council Meeting previous to the September Council Meeting in question.
       5. The procedure for seeking expressions of interest, presentation of bids and voting on bids shall follow the procedure for Conferences outlined in sections 6.1.4 – 6.1.9 of this bylaw.

# Miscellaneous

* 1. Law Students’ Society Members may make joint bids to host Conferences or Council Meetings. If there are joint bids for hosting rights of either a February or September Council Meeting, one of the Law Student Society Members must be nominated at the time of the bid to take the financial responsibility for the organisation of the Meeting
  2. Bids may be presented by a Law Students’ Society Member (or Law Students’ Society Members) to host Meetings in locations other than the place where the Member itself is located. Where bids are restricted to a particular region, the Meeting must be located within that region.

# Schedules

* 1. Schedule of Historical Council & Conference Hosts

|  |  |  |  |
| --- | --- | --- | --- |
| **Year** | **February Council Venue** | **July Conference Venue** | **September Council Venue** |
| 2002 | (Eastern) Melbourne | (Other) Adelaide | (Eastern) ? |
| 2003 | (Other) Adelaide | (Eastern) Brisbane | (Easter) Sydney |
| 2004 | (Eastern) Gold Coast | (Eastern) Sydney | (Other) Hobart |
| 2005 | (Eastern) ? | (Other) Perth | (Eastern) Sydney |
| 2006 | (Other) Adelaide | (Eastern) Melbourne | (Eastern) Brisbane |
| 2007 | (Eastern) Wollongong | (Eastern) Canberra | (Other) Fremantle |
| 2008 | (Eastern) Sydney | (Other) Hobart | (Eastern) Melbourne |
| 2009 | (Other) Adelaide | (Eastern) Brisbane | (Eastern) Canberra |
| 2010 | (Eastern) Melbourne | (Other) Adelaide | (Eastern) Brisbane |
| 2011 | (Eastern) Newcastle | (Eastern) Sydney | (Other) Adelaide |
| 2012 | (Eastern) Sydney | (Eastern) Melbourne | (Eastern) Brisbane |
| 2013 | (Eastern) | (Other) Perth | (Eastern) |

Appendix 1: Amendments Table

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| --- | --- | --- | --- |
| Amendment Date | Author / Amender | Substantive Explanation | Passed by Motion of Council |
| July-2016 | Jacinta Kenward | First issued |  |
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