

UNIVERSITY OF MELBOURNE LAW
STUDENTS' SOCIETY INC.



Melbourne University
Law Students' Society

REGULATIONS

Last Updated: 6 September 2021

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Interpretation

1. For the purposes of these Regulations:
 - a) 'Constitution' means the 'Constitution of University of Melbourne Law Students' Society Inc';
 - b) 'Association' means the 'University of Melbourne Law Students' Society Inc';
 - c) 'Voting area' means any level of Melbourne Law School where votes may be cast in person, to be determined prior to each election period at the Leadership Team's discretion.
 - d) these Regulations are to be interpreted in accordance with the Constitution;unless otherwise specified.

Committee Meeting Proxy Notice

2. A notice appointing proxy for a Committee meeting is not valid unless:
 - a) it specifies the names of:
 - i. the Committee Member appointing a proxy;
 - ii. the Committee Member being appointed as proxy holder;
 - b) it specifies a reasonable excuse for non-attendance at the Committee meeting in accordance with r 48(e) of the Constitution;
 - c) it is sent by email to the Secretary not less than 24 hours before the commencement of the Committee meeting at which a proxy is being appointed; and
 - d) the email is to be communicated to the Committee Member being
 - i. appointed as proxy holder.

General Meeting Proxy Notice

3. A notice appointing a proxy for a General Meeting is not valid unless–
 - a) it specifies the names, addresses, University of Melbourne email addresses and University of Melbourne student numbers of:
 - i. the Association member appointing a proxy;
 - ii. the Association member being appointed as proxy holder;

Election Standing Rules

4. The following list is exhaustive of all legitimate methods of campaigning for Law Students' Society elections:
 - a) one A4 sized poster, to be delivered to the Secretary at the time directed by the Secretary for display on a designated Law Students' Society noticeboard and on the official Law Students' Society website;
 - b) one online profile, of no more than 250 words, to be delivered to the

- Secretary at the time directed by the Secretary for display on the official Law Students' Society website;
- c) lecture bashing in law lectures with the permission of the lecturer, provided the candidate does not speak for more than one minute;
 - i. this only includes in-person lectures; lecture bashing is not permitted in online or virtual classes;
 - d) where approved by the Leadership Team in the event that lecture bashing is not possible, one video of no more than two minutes in length to be delivered to the Secretary at the time and in the form directed by the Secretary for display on the official Law Students' Society website;
 - e) word of mouth in the course of ordinary conversation and when approached by electors;
 - i. candidates cannot contact individual electors personally for the purpose of campaigning;
 - f) emails in the course of ordinary email correspondence (this excludes emails sent to people with whom the candidate is not familiar and spamming);
 - g) informing others via the candidate's personal 'status' on Facebook and personal profiles on similar media;
 - i. to avoid doubt, no candidate is permitted to do, or to allow any third party to do, any of the following for the purposes of campaigning for any candidate:
 - 1. create, share or post in, any group, page or event, whether public or private, without the permission of the Leadership Team;
 - 2. 'tag' any candidate or third party in any post or status;
 - 3. 'share' any post or status with any candidate or third party,except where they are running as a pair.
 - ii. a candidate's personal 'status' may include text, images or GIFs but may not include videos except any video allowed under r 4(d).
 - h) where requested, written responses to questions prepared by the incumbent Leadership Team, to be published on the official Law Students' Society website and via any other media deemed appropriate by the Leadership Team.
5. Any campaigning method not expressly permitted by r 4 is prohibited.
6. A candidate must not at any time engage in the following conduct:
- a) dishonest conduct;
 - b) conduct that is intended or likely to mislead or deceive an elector;
 - c) conduct that is intended or likely to bring the election process into disrepute;
 - d) any other conduct declared to be contrary to these Rules by the Returning Officer.
7. Campaigning is limited to the week prior to the voting period, at times to be directed by the Secretary.
8. A candidate must not make direct contact with the Returning Officer regarding

- LSS election issues, except with the permission of the Secretary or, if the Secretary is nominating for election, by permission of the member(s) of the Leadership Team who is or are not nominating for election, and who appointed the Returning Officer under the Constitution r 43.
9. A candidate in an election must not remain in the voting area during voting times, unless:
 - a) Casting a vote (the candidate must vacate the voting area immediately after their vote is cast);
 - b) Attending a lecture near the voting area; and/or
 - c) Using an amenity available only in the voting area.
 10. In any case requiring a decision to be made as to whether rr 4-9 were breached, the decision of the Returning Officer will be final.
 11. A breach of rr 4-9 may result in any one or more of the following penalties, to be made at the sole discretion of the Returning Officer:
 - a) A deduction of between 5% to 30% of the post-distribution votes of the breaching candidate;
 - b) Disqualification from one or more of the positions contested by the candidate; and/or
 - c) A bar from future nomination in Law Students' Society elections.
 12. In deciding if there has been a breach of rr 4-9, the Returning Officer shall:
 - a) consider evidence and arguments of the person or persons who reported the breach; and
 - b) consider the evidence and arguments of the accused candidate.
 13. A candidate may be held responsible for any contravention of the Election Standing Rules by any third party, at the discretion of the Returning Officer.
 14. The dates and times for nominations, campaigning and voting shall be determined by the Secretary or, if the Secretary is nominating for election, by the member(s) of the Leadership Team who is or are not nominating for election, and who appointed the Returning Officer under the Constitution r 43.

Election Online Voting Form

15. The online voting form shall not be validly submitted unless:
 - a) It specifies the University of Melbourne email address and student number of the association member voting; and
 - b) In the absence of adequate security measures to confirm voting eligibility, it attaches a photocopy or scan of the University of Melbourne student card of the association member; and
 - c) It is electronically submitted before the close of in-person ballots.
16. All identifying information collected via the online voting form will be used only for the purpose of verifying the association member's eligibility to vote.

Repurposing Appropriated Funds

17. Funds which have been appropriated by the Committee for a specific purpose

cannot be expended for a different purpose, including:

- a) A purpose not contained within the original appropriation; and
 - b) A purpose contained within the original appropriation other than the purpose for which the funds were specifically allocated.
18. Appropriated funds may be expended for a different purpose if either:
- a) The repurposed expenditure is approved by motion of the Committee; or
 - b) The repurposed expenditure is approved by the Leadership Team, where it would be impracticable to seek the approval of the Committee, and only where required in extraordinary, unforeseen, or unusual circumstances.

Register of Members

19. The Secretary must keep and maintain a register of members that includes:
- a) For each current member
 - i. The member's name;
 - ii. The member's email address;
 - iii. The date of becoming a member; and
 - iv. Any other information determined by the Leadership Team; and
 - b) For each former member
 - i. The member's name; and
 - ii. The date of ceasing to be a member.

Portfolios

20. The portfolios of the Association are:
- a) Leadership Team
 - b) Activities
 - c) Careers & Development
 - d) Communications
 - e) Competitions
 - f) Education
 - g) Equity & Social Justice
 - h) First Year
 - i) Second Year
 - j) Third+ Year
 - k) Women's
 - l) Queer
 - m) Environment
 - n) International
 - o) Indigenous
 - p) Disability

Co-opted Committee Members

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21. The positions in the Association to be filled by Co-opted Committee Members are:

- a) Activities Officer (x 5)
- b) Sport Officer (x 3)
- c) Private Sector Careers Officer (x 4)
- d) Public Interest Careers Officer (x 3)
- e) General Careers Officer (x 3)
- f) Social Media Officer (x 2)
- g) Marketing and Publications Officer (x 4)
- h) Purely Dicta Editor (x 2)
- i) Open Moot Officer (x 2)
- j) First Year Moot Officer (x 2)
- k) Open Witness Examination Officer (x 2)
- l) First Year Witness Examination Officer (x 2)
- m) Women's Moot Officer (x 2)
- n) International Humanitarian Law Moot Officer (x 2)
- o) Client Interview Officer (x 2)
- p) Negotiations Officer (x 2)
- q) State Party Negotiation Officer (x 2)
- r) External Competitions Officer (x 3)
- s) Education Programs Officer (x 1)
- t) Stepping Stones Officer (x 2)
- u) Equity Officer (x 1)
- v) Ethnocultural Officer (x 1)
- w) Wellbeing Officer (x 1)
- x) Sustainability Officer (x 1)
- y) Women's Officer (x 2)
- z) Queer Officer (x 1)
- aa) Third+ Year Officer (x 1)
- bb) Second Year Officer (x 1)
- cc) Law Revue Producer (x 2)

22. The Leadership Team may determine:

- a) When each position shall be filled; and
- b) Any eligibility requirements for each position.

General Duties

23. All Committee Members must exercise their duties , both internally and externally, in a manner that is respectful, inclusive, and promotes equal opportunity for the wider MULSS community. This includes, but is not limited to:

- a) refraining from discriminatory behaviour of any kind;
- b) abiding by the University of Melbourne Student Conduct Policy (MPF1234) in all circumstances;
- c) following all other applicable student codes of conduct and behavioural

- guidelines which function within the MULSS, MLS and University of Melbourne; and
- d) adhering to the MULSS Minimum Standards Guide for Accessibility.