

The Constitution of the Student Representative Council of Catholic Theological College, East Melbourne

1. The name of the organisation shall be the "Student Representative Council of Catholic Theological College, East Melbourne" (hereafter the "SRC").
2. The SRC exists to represent and serve the students of Catholic Theological College (hereafter "CTC"), and to foster the community life of the College.
3. The SRC shall seek to fulfil these aims through the following objectives:
 - a) its members seeking to become aware of the issues important to the students of CTC;
 - b) presenting these issues to the SRC;
 - c) taking the taking appropriate action where necessary.
4. The SRC shall have an executive committee with power to carry out decisions according to this Constitution.
5. The SRC shall be a mediating body between the students of CTC and the Academic Board of CTC and shall provide two of its members to sit on the Academic Board.
6. The SRC shall seek to stimulate and extend the interests of the students by providing opportunities for personal, academic, and spiritual enrichment, organised where appropriate in consultation with the Master of CTC (hereafter the "Master").
7. The SRC shall seek to facilitate interaction among the students of CTC, and if possible other colleges of MCD University of Divinity, by arrangement of social and other functions.
8. The SRC shall organise and supervise the upkeep and cleanliness of the student common room and other student recreation areas. This includes daily upkeep, such as the organisation of washing-up rosters

and filling of coffee and other dispensers, and more general maintenance, such as the provision and maintenance of appropriate food preparation and storage facilities.

9. The annual general meeting (hereafter the "AGM") of the SRC shall be the first meeting of the SRC in the academic year, notice of which shall be given in accordance with n. 25, taking place as soon as possible after the commencement of classes, preferably in the first week.

10. The SRC shall be composed, where possible, of one representative of the students from each of the affiliated seminaries of CTC, nominated by their respective communities, and between four and seven private students.

11. The executive of the SRC shall consist of: a president, a vice president, a secretary, and a treasurer. The election to these positions shall take place at the AGM by a simple majority of students present.

12. Private students who wish to join the SRC at the AGM are automatically members at the end of the meeting if there are seven or less. If there are more than seven, election to non-executive positions shall take place by simple majority.

13. Private students putting themselves forward as candidates for the SRC, and those students representing an affiliated seminary, should make themselves known to the chair at or before the beginning of the AGM.

14. The term of the SRC members shall be from the close of the AGM at which the members are elected, to the close of the following AGM.

15. A quorum of the SRC shall be a number of the members which amounts to more than fifty percent of the total number of members of the SRC, including the president and at least one other executive member.

16. The SRC shall hold regular meetings, monthly where possible, chaired by the president. In the temporary absence of the president, the vice president shall chair the meeting. If both president and vice

president are absent, one of the other members of the executive shall chair the meeting.

17. The president of the SRC shall have regular meetings with the Master; after each SRC meeting where possible.

18. All students may attend SRC meetings as observers, and hence SRC meetings should be advertised. Permission for non-SRC members to speak at meetings shall be requested from the chair.

19. If the office of president becomes vacant during the term of the SRC, the vice president shall assume the office of president in full for the remaining term of the SRC.

20. If an office of an executive position, not including the presidential office, becomes vacant during the term of the SRC, the president in conjunction with the remaining members of the executive shall appoint another member of the SRC to assume the vacant position.

21. If a non-executive SRC position becomes vacant during the term of the SRC, the SRC shall determine whether the position needs to be filled. If so, nominations shall be sought from the student body. From these nominations, the SRC member shall be elected by the SRC by a simple majority vote.

22. If a member of the SRC who represents one of the affiliated seminaries ceases to be a member of the SRC, another student nominated by the same seminary shall become a member of the SRC where possible.

23. Any member of the SRC who fails to attend three consecutive SRC meetings without satisfactory explanation may be dismissed by a majority vote of the SRC.

24. Regardless of when the AGM is held, the outgoing SRC shall be responsible for the organisation of the CTC Inaugural Mass.

25. The SRC shall communicate with the students of CTC:

a) by email; the facility for which is provided by the CTC administration;

- b) by publicising and receiving emails through the SRC email address: src@ctc.edu.au
- c) by public notice. All posters and notices shall be installed in accordance with the poster policy of CTC;
- d) by word of mouth and interaction with individual students;
- e) by other means approved by the SRC and CTC, such as a suggestion box in the student common room.

26. The SRC may call a general meeting of the student body. All students shall be given fourteen days notice of such a meeting by the means applicable in n. 25. This meeting may only take place during the teaching period of a semester or in the revision week.

27. A general meeting of the student body may vote to dismiss the SRC with a two thirds majority. Such a meeting must have been proposed by a student and received endorsement in writing from at least fifteen percent of the student body of CTC. The SRC must be informed in writing of such a proposal and, upon receipt of this proposal, must hold a general meeting within seven days. All students must promptly be informed of the time and place of this meeting, in accordance with the applicable means of communication stated in n. 20. The notification of this meeting must take place during the teaching period of a semester, and the meeting itself must take place during the teaching period of a semester or in the revision week. The term of the newly-elected SRC shall be until the conclusion of the following AGM.

28. This constitution may be amended by a two thirds majority of a general meeting of the student body held in accordance with n. 26.