

Council Executive Regulations

1. **Purpose**
 - a. A regulation to create a decision making body of the SRC and other related purposes.
2. **Definitions**
 - a. The definitions in Clause 4 of the Constitution of the SRC apply to this rule.
3. **Powers**
 - a. The Executive shall have the power to:
 - i. Approve expenditure of up to \$500.
 - ii. Authorise publications relating to matters already approved by the Council.
 - iii. Recommend Policies, Regulations and Constitutional Change to the Council.
 - iv. Call a Council Meeting.
 - v. Call a General Meeting of Members.
 - vi. Call the Annual General Meeting of the Association.
 - vii. Prepare a budget submission for the Adelaide University Union.
 1. The submission must be endorsed by Council prior to being sent to the AUU Board Executive.
 - viii. Monitor the finances of the Association.
 - ix. Include items on the agenda of the next meeting of Council.
 - x. Where necessary and where no other option is available, approve positional policy provisionally on behalf of the SRC.
 1. Such approval must be ratified by the SRC at the next meeting of Council.
4. **Notice of Executive Meetings**
 - a. The President shall issue notice of an Executive meeting where:
 - i. Any voting member of the Executive requests in writing that a meeting be held.
 - ii. 4 voting members of Council request in writing that a meeting be held.
 - iii. Where Council resolves to hold an Executive meeting.
 - b. The President shall give at least 3 days notice of an Executive meeting, unless:
 - i. A majority of voting members of the Executive request that a meeting be held with less notice, and
 - ii. The minutes of the meeting contain:
 1. The Executive members who requested a meeting be held with less notice.
 2. The reasons why a meeting was held with less notice.
5. **Minutes**
 - a. Minutes of the Executive shall only be approved by a subsequent meeting of the Executive.
 - b. Minutes must be sent to Council within 14 days of being confirmed by Executive.
 - c. The unapproved minutes of a meeting of the executive must not be distributed other than to the Council.
6. **Circular Resolutions**

- a. The Executive may pass a resolution without an Executive meeting being held if;
 - i. All the Executive members entitled to a vote on the resolution sign a document containing a statement that they are in favour of the resolution set out in the document.
 - 1. Separate copies of a document may be used for signing by members of the Executive if the wording of the resolution and statement is identical in each copy.
 - ii. The President has sent an email to all Executive members, to which all the Executive members entitled to a vote on the resolution reply stating that they are in favour of the resolution.
- b. The resolution is passed when the last Executive member indicates their assent.
- c. The resolution shall be incorporated into minutes of the Executive as if a meeting had been held.
- d. Minutes containing a circular resolution shall record when the resolution was passed and reasons as to why the process of a circular resolution was used.

7. Removal from Executive

- a. Where a member of the Executive is removed under the relevant clause of the constitution, the Council must at its next quorate meeting elect a new member of Executive in the manner prescribed for elections to Executive.
- b. Where there is one vacancy on the Executive, the Executive may continue to operate.