

THE AUSTRALIAN NATIONAL UNIVERSITY

FACULTIES (FACULTY OF ASIAN STUDIES) RULES 2005

The Council of the Australian National University makes these Rules under section 10 of the *Faculties Statute 2002*.

Dated: 10 December 2004.

Peter Baume AO
Chancellor

Citation

1 (1) These are the Faculties (Faculty of Asian Studies) Rules 2005.

(2) These Rules commence on 31 December 2004, immediately after the commencement of the Rules (Repeal) Rules 2004.

Definitions

2 In these Rules, unless the contrary intention appears:

Chair for a Faculty meeting, means the person presiding at the meeting.

Dean means Dean of the Faculty.

meeting means a meeting of the Faculty.

member means member of the Faculty.

Students' Association means the Australian National University Students' Association.

the Faculty means the Faculty of Asian Studies in The Faculties.

the Statute means the *Faculties Statute 1999*.

Faculty of Asian Studies

3 (1) The Faculty includes:

- (a) for paragraph 3(1)(c) of the Statute, academic employees holding a standard full-time or part-time appointment of indefinite duration or engaged on a fixed-term contract for a period exceeding 1 year in each centre established in the Faculty; and
- (b) for paragraph 3(1)(d) of the Statute:
 - (i) a member nominated by the Students' Association from among the students enrolled in courses of studies for which the Faculty is responsible who have, at the date of the nomination, been enrolled as a student at a university for not less than 1 year; and
 - (ii) each student member of the Education Committee of the Faculty having full voting rights at meetings of that committee; and
 - (iii) 1 graduate student appointed by the Faculty; and
- (c) for paragraph 3(1)(e) of the Statute:
 - (i) the Chairperson of the University Asia Committee; and

- (ii) academic employees holding a standard full-time or part-time appointment of indefinite duration or engaged on a fixed-term contract for a period exceeding 1 year in each Department for the time being associated with the Faculty; and
- (iii) the Director of the Research School of Pacific and Asian Studies or a person who has Asian interests nominated by the Director of that School; and
- (iv) 7 members of the Faculty of Arts nominated by that Faculty; and
- (v) one member of the Institute of the Arts nominated by the Institute of the Arts; and
- (vi) 1 member of the Faculty of Economics and Commerce nominated by that Faculty; and
- (vii) not more than 5 other persons appointed by the Faculty

(2) A member of the Faculty referred to in subparagraph (1)(b)(i) or (iii) or (1)(c)(iv) or (vi) holds office, subject to sub-rules (4) and (5), for a period of 12 months, but is eligible for re-election or reappointment, as the case requires.

(3) A member of the Faculty referred to in paragraph (1)(c)(vii) holds office, subject to subsections (5) and (6), for a period not exceeding 3 years.

(4) A member of the Faculty referred to in paragraph (1)(b)(iii) holds office, subject to subsections (5) and (6), for the period, commencing on the date, determined by the Faculty, but is eligible for re-election or reappointment, as the case may be.

(5) If a member of the Faculty referred to in subparagraph (1)(b)(i) or (iii) or (1)(c)(iv), (vi) or (vii):

- (a) dies; or
- (b) declines to act; or
- (c) resigns office; or
- (d) ceases to have the qualification (if any) by virtue of which he or she was elected or appointed;

his or her office becomes vacant.

(6) If a vacancy occurs in the office of a member of the Faculty by virtue of subsection (5), a member may be elected or appointed to the vacant office in accordance with subparagraph (1)(b)(i) or (iii) or (1)(c)(iv), (vi) or (vii), as the case requires, and the member so elected or appointed holds office, subject to subsection (5), for the unexpired portion of the term of the vacated office.

Functions of the Faculty

4 For subsection 3 (5) of the Statute, the functions of the faculty are to encourage and maintain standards of scholarship, research and teaching, and to maintain standards of examination, in subjects within the scope of the faculty.

Powers of the Faculty

5 For subsection 3 (5) of the Statute, the Faculty may:

- (a) enrol students in the faculty; and
- (b) exempt students in the faculty from attendance at lectures, classes and practical work; and
- (c) exempt students in the faculty from part of a course of study;.

Convening of Meetings

6 (1) The Dean may convene a meeting at any time and must convene a meeting at the written request of the Vice-Chancellor or 4 members.

Notice of Meetings

7 Not less than 7 days' notice in writing of a meeting must be given to all members other than members on leave of absence from the University.

Quorum

- 8 At a meeting, a quorum is constituted by the lesser of:
- (a) one-third of the total number of members; and
 - (b) 10 members.

Voting at Meetings

9 At a meeting of the Faculty, each member present has a deliberative vote and, if there is an equality of votes, the member presiding at the meeting also has a casting vote.

Faculty Committees

10 (1) The Faculty may, from time to time, by resolution, appoint whatever committees of the Faculty that it considers necessary to enable it to fulfil its functions.

(2) The powers and functions of a committee must be set out in the resolution appointing it.

Faculty meetings - agenda

11 (1) The Dean may star any item on the agenda prior to meeting of the Faculty.

(2) Only starred items on the agenda may be debated by the Faculty.

(3) At the commencement of every meeting any item on the agenda, or any portion of an item, must be starred if a member so requests.

Notice of Motion

12 (1) Any member may submit a motion for consideration by the Faculty by giving the Dean 10 days written notice of the motion.

(2) A motion referred to in subrule (1) must be seconded by another member before debate may proceed.

(3) Each such motion is to be a starred item on the Faculty's agenda.

Moving motions

13 (1) Any member may move a motion in the course of a debate arising out of an item listed on the agenda.

(2) A motion must be submitted in writing, and seconded, before, at the discretion of the Chair, debate on it may proceed.

(3) Except by permission of a majority of the members present at the meeting, no member may move any motion initiating any business on a subject that has not been placed on the agenda for the meeting.

(4) If a majority of the members present at the meeting permit a motion referred to in subrule (3) to be moved, the motion must be submitted in writing, and seconded, before debate on it may proceed.

(5) Debate on the motion may take place at a point in the order of business to be determined by the Chair, unless the Faculty, by resolution, decides otherwise.

Amendments

14 (1) Any member may move an amendment to any motion before a meeting.

(2) Every amendment must be submitted in writing, and seconded, before debate on the amendment may, at the discretion of the Chair, proceed.

(3) However, an amendment must be relevant to the question which it is proposed to amend and is out of order if, in the opinion of the Chair, it seeks to negate the intention of the original motion.

Foreshadowed Motions

15 Foreshadowed motions may be accepted when another motion is before the Chair but they may not be debated until the motion before the chair is decided.

Motions to reconsider

16 Any member may move, after giving notice in accordance with these Rules, that the Faculty reconsider or rescind an earlier resolution of the Faculty.

Procedural Motions

17 Procedural motions are to take precedence in the order of business and are to be put without debate.

Suspension of the Procedural Rules

18 (1) Rules 12 to 18 may be suspended for the time being on a motion made, with or without notice, providing that such a motion must have the concurrence of three-quarters of the members present.

(2) Such a motion, when moved, has precedence over any other business.

Quorum must be present

19 (1) At a meeting, the business of the Faculty must not begin unless a quorum of the Faculty is present.

(2) At a meeting, any member may assert that a quorum of members is not present and, if the Chair, having taken a count, finds a quorum is not present then the proceedings of the meeting must be adjourned until a date to be fixed by the Chair.