

Charter of the CPSU University of New England Branch

(Established under rule 30 of the Public Service Association of New South Wales)

Title

The Workplace Group shall be known as the **CPSU, the General Staff Union, University of New England Branch**, and shall consist of all members of the Union employed by the University of New England and any related bodies corporate of the University of New England.

Aim of the Branch

The aim of the Branch is to:

1. provide a strong and organised workplace union structure,
2. grow the CPSU and build workplace union power,
3. promote the principles of EEO, OH&S and welfare rights, of members,
4. negotiate, improve and protect members' employment conditions,
5. represent members with issues affecting their employment,
6. advocate and campaign for the interests of the broader labour movement,
7. recruit members to the Union with the aim to achieve 100% density,
8. refer members to the various services provided by the Union,
9. advise the Higher Education Representative Council (HERC) on the interests of members,
10. support equitable treatment and natural justice throughout the University.

Sub-Branches

Subject to the agreement of the members concerned the Branch Committee may establish Sub-Branches within the Branch, and shall propose a Charter for each such Sub-Branch, and shall provide for the election of a Sub-Branch President and Sub-Branch Secretary and such other committee members as the Sub-Branch shall require. The President of each Sub-Branch shall ex officio be a member of the Branch Committee.

Ordinary General Meetings of the Branch

General Meetings of the Branch shall be convened by the Branch President and Secretary at times and for purposes agreed by the Branch Committee, no less than twice per University Semester.

Special General Meetings of the Branch

Special General Meetings of the Branch shall be convened by the Branch President and Secretary within ten working days of receipt of a written requisition signed by at least twenty members of the Branch, such requisition shall state the purpose for which such a meeting has been requested, and the agenda shall be limited to the matters stated in the requisition.

Annual General Meeting

The Annual General Meeting of the CPSU University of New England Branch shall be held in the months of March or April on a date to be fixed by the Branch President and Secretary.

The order of business at the Annual General Meeting shall be:

1. Apologies
2. Confirmation of previous Annual General Meeting minutes
3. Report on behalf of the Committee
4. Election of Returning Officer (if required)
5. Election of officers
6. Motions of which notice has been given
7. General Business.

The Branch Committee

The Annual General Meeting of the Branch shall elect a committee consisting of the following officers:

1. One Branch Delegate for every forty financial members or part thereof
2. President, who will, inter alia, preside at meetings of the Branch and the Branch Committee
3. Vice-President, who will, inter alia, deputise for the Branch President
4. Secretary, who will, inter alia, keep the minutes of all meetings of the Branch and of the Committee
5. Assistant Secretary, who will, inter alia, assist and deputise for the Secretary
6. Women's Officer, who will, inter alia, promote the interests of women members of the Branch
7. Membership Registrar, who will keep a register of all members of the Branch
8. Members of the Higher Education Representative Council (HERC), as determined by the constitution of that body, who may also hold other offices in the Branch Committee.
9. Such other Committee members as may be determined by the Branch from time to time.

The Women's Officer shall be elected by the women present at the meeting, the men present shall not vote in the election of the Women's Officer.

The Executive of the Branch shall consist of the President, Vice-President, Secretary, Assistant Secretary, Membership Registrar and Women's Officer.

The Branch Committee will meet at least 12 times in any calendar year. The Branch Committee shall not determine matters which impact on the wider Higher education industry but will refer such matters to the HERC.

Subject to direction by the General Meetings of the Branch the Committee will conduct the business of the Branch between General Meetings.

This Charter is to be read in conjunction with *Rule 30* and *Chapter F - General By-Law for Workplace Groups* of the Public Service Association of New South Wales Rules and By Laws.