

ORDINANCE NO. 42

AFFILIATED STUDENT ASSOCIATIONS

The Council of the University of Tasmania in pursuance and exercise of the powers conferred upon it by the *University of Tasmania Act 1992* hereby makes the following Ordinance.

Division I – General

REVOKED

1. Ordinance 92 (Services and Amenities Fees) Made by Council on 19 November 2004 is revoked as and from 1 July 2006.

OPERATIVE EFFECT

2. The provisions of this Ordinance shall operate notwithstanding any provision contained in a constitution and, in the case of inconsistency, the provisions of this ordinance shall prevail.

INTERPRETATION

3. In this ordinance
 - (a) “association” means a student association or organisation affiliated or deemed to be affiliated with the University pursuant to paragraph 11;
 - (b) “census date” has the meaning attributed to it by section 34(1) of the *Higher Education Funding Act 1988* of the Commonwealth;
 - (ba) “Chief Electoral Officer” has the meaning attributed to it by the *Electoral Act 1985* and includes the nominee of the Chief Electoral Officer;
 - (c) “constitution” in relation to an association means its constitution, rules, regulations and other constituent documents;
 - (d) “electoral roll” in relation to a particular election or referendum, shall mean the roll provided by the Academic Registrar for the purposes of that election pursuant to paragraph 24 or for the purposes of that referendum pursuant to paragraph 35;

- (e) “enrolled student” means a student enrolled in a course of study at the University;
- (f) “management committee” means the management committee of an association, however the same may be styled, and shall include, for so long as the relevant body is an association, the Board of management of the Tasmania University Union Inc and the Management Committee of the Student Association Inc;
- (g) “returning officer” in relation to a particular association, means the person appointed or deemed to have been appointed to act as returning officer pursuant to paragraph 22; and
- (h) “students representative council” means the students representative council of an association, however the same may be styled, and shall include, for so long as the relevant body is an association, the Students’ Representative Council of the Tasmania University Union Inc and the Student Association Council of the Student Association Inc.

CONSULTATION

- 4. The Council must consult with the students representative council and management committee of each association before it revokes or amends this ordinance.

EFFECTIVE DATE

- 5. (1) This Ordinance shall take effect from 1 January 1995.

(Division II – Fees – Clauses 5(2), 6, 7, 8, 9 and 10 are revoked. See Ordinance 92)

Division III – Affiliated Student Associations

STUDENT ASSOCIATIONS

- 11. (1) The Council may accredit a student organisation or association as being a student association affiliated with the University and may withdraw such accreditation.
- (2) Until the Council otherwise determines, the following are deemed to be accredited pursuant to subparagraph (1) as student associations affiliated with the University:
 - (a) Tasmanian University Union Inc; and

Made by Council 16 September 1994

Amended Nov 2001, Sept 2002 and Ordinances 120 and 123

Affected by Ordinance 129 (transition to single statewide association)

- (b) Student Association Inc.

OBJECTS OF STUDENT ASSOCIATIONS

- 12. The objects of an association shall be to promote and represent the intellectual, material, social, sporting and cultural interests of enrolled students and matters incidental thereto.

AMENDMENT OF CONSTITUTIONS

- 12A(1) The constitution of an association may only be amended in the manner provided for by subparagraphs (2), (3) and (5).
- (2) Subject to subparagraph (3), the constitution of an association may be amended by a resolution:
 - (a) which has been adopted by each of the students representative council and the management committee of the association by a two thirds majority of the members present and voting at meetings held during the same calendar year; and
 - (b) which has been approved by the majority of the members of the association voting at a referendum conducted in accordance with this Ordinance at which at least one tenth of the members of the association cast a ballot.
- (3) Where the constitution of an association contains a provision authorising the making of rules or regulations (however described), such rules or regulations may be made, rescinded, amended or added to in the manner provided for in the constitution.
- (4) Where an association is a body incorporated pursuant to the provisions of the *Associations Incorporation Act 1964*, then the provisions of this paragraph operate notwithstanding, and in substitution for, section 18(1) of that Act.
- (5) The constitution of an association, in so far as it relates to the number and structure of the students' representative council, may be amended once only between 8 August and 31 October 2006, by a resolution which has been adopted as specified in clause 12A(2)(a).
- (6) A resolution referred to in clause 12A(5) takes effect on the later of-
 - (a) the date on which the resolution is adopted as specified in clause 12A(2)(a);and

- (b) the commencement of this clause.

MEMBERSHIP OF STUDENT ASSOCIATIONS

- 13. An enrolled student may elect to be a member of an association, subject to the terms and conditions of that association.

GOVERNANCE OF STUDENT ASSOCIATIONS

- 14. The affairs of an association shall be governed by:
 - (a) a students' representative council,
 - (b) a management committee.

CONSTITUTION OF MANAGEMENT COMMITTEES

- 15. (1) A management committee shall consist of members of the association and of persons appointed by the Council by reason of their professional or business experience.
 - (2) The number of persons appointed by the Council as members of a management committee shall be not more than one less than the number of members of the relevant association which its constitution provides shall be members of the management committee.
 - (3) A management committee shall have a chairman who shall be appointed by it from amongst the members appointed by the Council.
 - (4) Upon the appointment of a member of the management committee by the Council it shall determine the period for which such person is to hold that office.
 - (5) The Council at any time may remove from office a member of a management committee appointed by it.

POWERS AND FUNCTIONS OF MANAGEMENT COMMITTEES

- 16. (1) A management committee shall have the following powers and functions:
 - (a) to act as the committee of the association for the purposes of the *Associations Incorporation Act 1964*;

- (b) to be the employer of all staff employed for the purposes of the association;
 - (c) to have the control of all lands and property owned or occupied by the association, other than those intended to be used for sporting purposes and acquired by a sports council operating under the auspices of the association;
 - (d) to have the control and management of the administrative services of the association;
 - (e) to have the control and management of all the commercial and trading activities of the association;
 - (f) to provide proper administrative, office and meeting services, facilities and equipment to the students representative council of the association and to its subsidiary councils and committees and to societies and sporting clubs affiliated therewith; and
- (2) A management committee shall not be subject to any direction from a general meeting of the members of an association.
- (3) Where any dispute arises between the student representative council and the management committee of an association those bodies, or representatives thereof, shall confer in an endeavour to resolve the dispute, but, in the event that the dispute is not so resolved, either body may refer the dispute to the Council whose decision thereon shall be final and binding.

POWERS AND FUNCTIONS OF STUDENTS REPRESENTATIVE COUNCILS

17. A students representative council shall have the power to act on behalf of the association in respect of all matters relating to the welfare, educational, sporting, social, cultural and intellectual interests of students and to promote the interests of students, save and except as to matters within the powers and functions conferred upon the management committee.

MEMBERSHIP OF STUDENTS REPRESENTATIVE COUNCIL

18. (1) No person may become a member of students representative council unless such person is an enrolled student who is a member of the relevant association.
- (2) If a member of a students representative council ceases to be an enrolled student or a member of the relevant association, he or she thereupon shall be deemed to have ceased to be a member thereof and to have ceased to hold any office by virtue of which he or she is such a member of the students representative council.

ANNUAL REPORTS

19. Each management committee and students representative council of an association shall furnish the Council with a joint report on the affairs of that association for the preceding calendar year no later than 30 June in each year, which report shall be accompanied by a copy of the audited financial statements of the association in respect of that calendar year.

Division IV - Elections

19A Option for method of conducting student association elections

- (1) The Student Association Incorporated may choose to conduct its elections by postal ballot in accordance with this Division, or by ballot in accordance with Part 7 of the Student Association Constitution.
- (2) The Tasmania University Union Inc may choose to conduct its elections by postal ballot in accordance with this Division, or by ballot in accordance with regulation 12 of the Tasmania University Union Regulations.
- (3) The provisions of this Division apply to a postal ballot and, with any necessary changes, to a ballot conducted in accordance with Part 7 of the Student Association Constitution or regulation 12 of the Tasmania University Union Regulations.
- (4) The Executive of an affiliated student association must make sure that any change to any provision of its constitution or regulations that is referred to in this clause is reported to Council within 2 weeks after the change is made.

APPLICATION OF THIS DIVISION

20. The provisions of this Division apply to any election for:
- (a) membership of a student representative council;
 - (b) an office the holder of which is deemed to be a member of a student representative council;
 - (c) membership of any other council or committee of an association which the constitution of the association provides shall be chosen by election by the members of the association.

ANNUAL ELECTIONS

21. Once in each calendar year there shall be an election for the purpose of filling the offices to which the provisions of this Division apply.

RETURNING OFFICER

22. (1) A management committee from time to time shall appoint a person to act as the returning officer of the association.
- (2) In default of an appointment under subparagraph (1), the returning officer of an association shall be the Academic Registrar or some person appointed by the Academic Registrar.
- (3) A person who is a member or employee of the association may not be appointed returning officer pursuant to this paragraph.

ELIGIBILITY OF CANDIDATES AND VOTERS

23. Each enrolled student who is a member of the association is eligible to be a candidate and to vote at any election.

ELECTORAL ROLL

24. (1) Upon request by a returning officer, the Academic Registrar shall provide such returning officer with a roll containing the name, address and student number of each person eligible to vote in an election.
- (2) It is the duty of a returning officer to make a request pursuant to subparagraph(1) whenever an electoral roll is required for the purposes of an election.
- (3) Upon request by a returning officer, the Academic Registrar shall provide the returning officer with access to the signature of a member who has purported to vote for the purpose of authenticating any document signed in connection with the vote.

NOMINATIONS

25. (1) Not earlier than 90 days and not later than 50 days before the day upon which the postal ballot is to close the returning officer shall invite nominations of candidates for such election by public advertisement, and by notices published in any appropriate student newspaper and displayed at appropriate places throughout the University as the returning officer may determine.
- (1A) A public advertisement for the purposes of subparagraph (1) shall be inserted:
 - (a) in the case of the Tasmania University Union, in the *Mercury* newspaper;
 - (b) in the case of the Student Association Inc, in the *Examiner* and *Advocate* newspaper; and

- (c) in any other case, in such daily newspaper or newspapers as the returning officer considers to be appropriate;
- (2) Each such advertisement and notice shall specify the closing date for nominations and the requirements of this ordinance as to the form of nominations.
- (3) The closing date for nominations shall be fixed by the returning officer but shall not be less than 21 days from the date upon which nominations are first invited.
- (4) A nomination shall be in writing, shall specify the office to which it relates, shall be signed by at least two persons eligible to vote in the election to which the nomination relates and shall be accompanied by the written consent of the candidate.
- (5) No nomination shall be received after 5 pm on the closing date for nominations fixed under subparagraph (3).
- (6) The returning officer shall not disclose the identity of any person nominated for election before the close of nominations.

WITHDRAWAL OF NOMINATIONS

- 26. (1) A person nominated as a candidate may withdraw that nomination at any time before the close of nominations.
- (2) If the result of a withdrawal is that the number of remaining candidates does not exceed the number of persons to be elected to the relevant office the returning officer shall proceed in accordance with paragraph 27.
- (3) If, upon a withdrawal, the number of the remaining candidates exceeds the number required to be elected the poll shall proceed but the ballot papers shall not include the name of a candidate who has withdrawn, or, if the ballot papers shall have been prepared, the returning officer shall proceed with the election and, on beginning the counting of votes, shall exclude any such candidate and transfer the votes of such candidate to the candidates next in order of the voters' respective preferences.

WHEN NO POLL REQUIRED

- 27.1 If on the close of nominations no more than the required number of people have been nominated for an office, the returning officer shall forthwith declare that person or those people to have been elected to that office.
- 27.2 This clause does not apply to the office of President, Secretary or Treasurer of the Tasmania University Union Inc.

WHEN POLL REQUIRED

28. If on the close of nominations –
- (a) the number of people nominated for one or more of the offices to be filled at the election exceeds the number required to be elected; or
 - (b) there is only 1 person nominated for the office of President of the Tasmania University Union Inc, and that office is to be filled at that election; or
 - (c) there is only 1 person nominated for the office of Secretary of the Tasmania University Union Inc, and that office is to be filled at that election; or
 - (d) there is only 1 person nominated for the office of Treasurer of the Tasmania University Union Inc, and that office is to be filled at that election –
- the returning officer must conduct a poll for that office or those offices.

BALLOT PAPERS

29. (1) At a poll votes shall be given by ballot papers in accordance with the provisions of this paragraph and not otherwise.
- (2) Every ballot paper shall contain:
- (a) *[name of association] – Election of Students’ Representative Council [or as the case may be];*
 - (b) a separate and distinct list of the full names of the candidates for election in relation to each office to be filled at the election, indicating which candidates offer themselves for election to which office and, as to each office, in such order as the returning officer shall determine by means of drawing lots in the presence of the Academic Registrar or his nominee.
- (3) Not later than 14 days prior to the day upon which the postal ballot for an election is to close, the returning officer shall forward by means of pre-paid post or other suitable means of delivery, to each person whose name appears on the electoral roll the following documents:
- (a) a ballot paper printed in conformity with subparagraph (2);

- (b) instructions in accordance with those provisions of paragraph 30 of this ordinance which apply to the ballot;
- (c) two sealable envelopes of different sizes so that one may conveniently be inserted into the other, the larger having printed on it the address of the returning officer and the words ‘Ballot paper’ and at the foot thereof the words ‘signature’, ‘Full Name’, ‘Student Number’ and ‘Date’ and the smaller having printed on it the words ‘Place your ballot paper inside this envelope, seal it, and dispatch it in the addressed envelope’,

or

if the ballot is being conducted by the Chief Electoral Officer, such other envelopes to similar effect as may be approved by the Chief Electoral Officer which require that the voter signs an appropriate form of declaration authenticating the vote and ensure the anonymity of the voter;

- (d) a document containing the following information about each candidate to the extent that it is known to the returning officer, namely the name, address and brief biographical material provided by the candidate and conforming to such standard format as the returning officer may prescribe in relation to that election, which material may be amended by the returning officer so as to conform to the prescribed format.
- (4) Not more than one ballot paper shall be issued to any person in respect of any election other than upon application certifying the loss, non-receipt, spoiling or destruction of an earlier ballot paper.

VOTES

30. (1) A vote in respect of the election for a particular office shall not be valid unless the following provisions have been observed:

- (a) the ballot paper has been marked in such a way as to indicate the voter’s preference for the candidates for the relevant office by means of consecutive non-repeated numbers, commencing with the figure “1” for the first preference;
- (b) the number of preferences indicated on the ballot paper in respect of the candidates for that office is not less than the number of candidates required to be elected to that office;
- (c) the ballot paper is contained:

in the smaller envelope which has been closed up and is contained in the larger envelope which has been sealed up and endorsed with the signature,

full name and student number of the voter and the date upon which it is signed;

or

if the ballot is being conducted by the Chief Electoral Officer, in such envelope specified for the purpose and the voter has signed the specified form of declaration authenticating the vote;

- (d) the ballot paper has been received by the returning officer not later than 10 am on the day upon which the postal ballot for the election closes.
- (2) If a person transmits to the returning officer more than one ballot paper in respect of any election, the returning officer shall decide which is valid.
- (3) Despite subclause (1)(a), a vote is valid if the returning officer decides that the ballot paper clearly expresses the voter's intention.

METHOD OF COUNTING VOTES

- 31. (1) The votes for candidates for election to an office shall be counted and candidates declared elected in the manner prescribed by:
 - (a) the First Schedule to this ordinance where more than one person is to be elected to that office; and
 - (b) the Second Schedule to this ordinance where only one person is to be elected to that office.
- (2) Notwithstanding subparagraph (1), where an election is conducted by the Chief Electoral Officer the votes for candidates for election to an office shall be counted and candidates declared elected in the manner prescribed by:
 - (a) Schedule 3 to the *Electoral Act* 1985 where more than one person is to be elected to that office; and
 - (b) Schedule 4 to that Act where only one person is to be elected to that office;

provided that the Chief Electoral Officer may modify the requirements of Schedule 3 in such manner as he or she may consider appropriate so as to reduce the number of counts required to distribute all votes cast at the election.

CASUAL VACANCIES

- 32. (1) Where a casual vacancy occurs in an office then, unless the vacancy occurred at a time when the unexpired portion of the term of the former holder of that office

was less than three months, the returning officer shall conduct an election to fill such casual vacancy in such manner as may be specified by the constitution of the association.

- (2) The provisions of this ordinance shall not apply to an election to fill a casual vacancy.

DECLARATION OF A POLL

33. Where a person has been declared elected pursuant to this Division the returning officer shall give written notice thereof to the association and publish notice thereof in student newspapers and appropriate places within the University.

Division V – Referenda

SUBMISSION OF A QUESTION TO A REFERENDUM

34. (1) Where each of the students representative council and the management committee of an association has adopted a resolution in accordance with paragraph 12A(1)(a), the students' representative council shall transmit a certified copy thereof to the returning officer.
 - (2) Upon receiving a certified copy of a resolution pursuant to subparagraph (1), the returning officer shall proceed to conduct a referendum in accordance with the provisions of this Division.

ELECTORAL ROLL

35. (1) Upon request by the returning officer, the Academic Registrar shall provide such returning officer with a roll containing the name, address and student number of each person eligible to vote in a referendum.
 - (2) It is the duty of the returning officer to make a request pursuant to subparagraph (1) whenever an electoral roll is required for the purposes of a referendum.
 - (3) Upon request by the returning officer, the Academic Registrar shall provide the returning officer with access to the signature of a member who has purported to cast a ballot for the purpose of authenticating any document signed in connection therewith.

BALLOT PAPERS

36. (1) At a referendum votes shall be given by ballot papers in accordance with the provisions of this paragraph and not otherwise.
 - (2) More than one question submitted to a referendum may appear on a ballot paper.

- (3) Every ballot paper shall contain:
- (a) *[name of the association]* – Referendum; and
 - (b) as to each question submitted the following:

Write “yes” or “no” opposite the question set out below.

It is proposed *[here set out the resolutions submitted to referendum]*

Do you approve this proposal?
- (4) Not later than 14 days prior to the day upon which the postal ballot for a referendum is to close, the returning officer shall forward by means of repaid post or other suitable means of delivery to each person whose name appears on the electoral roll the following documents:
- (a) a ballot paper printed in conformity with subparagraph (2);
 - (b) instructions in accordance with those provisions of paragraph 37 which apply to the ballot; and
 - (c) two sealable envelopes of different sizes so that one may conveniently be inserted into the other, the larger having printed on it the address of the returning officer and the words “ballot paper” and at the foot thereof the words “signature”, “full name”, “student number”, and “date” and the smaller having printed on it the words “place your ballot paper inside this envelope, seal it, and dispatch it in the addressed envelope”
- or
- if the ballot is being conducted by the Chief Electoral Officer, such other envelopes to similar effect as may be approved by the Chief Electoral Officer which require that the voter signs an appropriate form of declaration authenticating the vote and ensure the anonymity of the voter.
- (5) Not more than one ballot paper shall be issued to any person in respect of any referendum other than upon application certifying the loss, non-receipt, spoiling or destruction of an earlier ballot paper.

VOTES

37. (1) A vote in respect of a particular question shall not be valid unless the following provisions have been observed:
- (a) the ballot paper has been marked in such a way as to clearly indicate that the voter has voted yes or no to the question;

- (b) the ballot paper is contained in the smaller envelope which has been closed up and is contained in the larger envelope which has been sealed up and endorsed with the signature, full and student number of the voter and the date upon which it is signed,

or

if the ballot is being conducted by the Chief Electoral Officer such envelope specified for the purpose and the voter has signed the specified form of declaration authenticating the vote; and
 - (c) the ballot paper has been received by the returning officer not later than 10 am on the day upon which the postal ballot for the referendum closes.
- (2) If a person transmits to the returning officer more than one ballot paper in respect of any election, the returning officer shall decide which is valid.

METHOD OF COUNTING VOTES

38. As to each question the subject of the referendum, the returning officer shall determine:
- (a) the number of votes in favour of the question;
 - (b) the number of votes against the question; and
 - (c) the number of informal votes.

RESULT OF A REFERENDUM

- 39.(1) If
- (a) the number of votes in favour of a question exceeds the number of votes against the question, and
 - (b) not less than one tenth of the persons who are eligible to vote in the referendum have cast a ballot, whether or not by way of a formal vote,
- the resolution the subject of the question shall be deemed to have been approved by referendum.

- (2) In any other case the resolution the subject of the question shall be deemed not to have been approved.

DECLARATION OF POLL

40. The returning officer shall give written notice of the result of a referendum to the association and publish notice thereof in student newspapers and appropriate places within the University.

TRANSITION

41. (1) The revocation of Ordinance 92 (Services and Amenities Fees) pursuant to clause 1, shall not operate to extinguish a liability or obligation to pay any services and amenities fees outstanding at 30 June 2006, provided that no services and amenities fees will be payable in respect of an enrolment for a period of study commencing on or after 1 July 2006.

(2) Despite clause 1, the University may rely on the provisions of Ordinance 92 (Services and Amenities Fees) to enforce payment of any debt incurred on or prior to 30 June 2006.

THE FIRST SCHEDULE

1. All invalid votes shall be rejected, and the number of first preference votes recorded for each candidate shall be counted.
2. The aggregate number of such first preferences shall be divided by one more than the number of candidates required to be elected, and the quotient increased to the nearest one-millionth shall be the quota and (except as provided by paragraph 13) no candidate shall be elected until that candidate obtains a number of votes equal to or greater than the quota.
3. Any candidate who, after the counting of the first preferences, has votes in excess of the quota, shall be declared elected.
4. The votes in excess of the quota (“the surplus”) obtained by such a candidate shall be transferred to the other candidates not yet declared elected, next in order of the voters’ preferences, in the following manner:

- (a) the voting papers which express a first preference for the elected candidate shall be re-examined, and in each case, subject to paragraph 15, the next consecutive preference expressed for an un-elected candidate ascertained;
 - (b) the surplus shall be divided by the total number of votes obtained by the elected candidate in the counting of the first preferences, and the resulting number shall be the transfer value;
 - (c) the vote expressed by each ballot paper shall be transferred to the next preferred candidate ascertained in accordance with sub-paragraph (a), with a value (including any fractional part) equal to the transfer value, and added to the number of votes previously obtained by the next preferred candidate.
5. Where, on the counting of the first preferences or on any transfer more than one candidate has a surplus, the largest surplus shall be dealt with first. If then more than one candidate has a surplus, the then largest surplus shall be dealt with, and so on: provided that, if one candidate has obtained a surplus at a count or transfer previous to that at which another candidate obtains a surplus the surplus of the former shall be dealt with first.
6. Where two or more surpluses are equal, the surplus of the candidate who was the highest on the poll at the count or transfer at which they last had an unequal number of votes shall be dealt with first, and if they had an equal number of votes at all preceding counts or transfers, it shall be decided by lot which candidate's surplus shall be dealt with first.
7. Where the number of votes obtained by a candidate is raised up to or above the quota by transfer, that candidate shall thereupon be declared elected. In such a case, notwithstanding the fact that the candidate may have reached the quota during the progress of the transfer, the candidate shall not cease to become entitled to receive further votes until the conclusion of that transfer.
8. The surplus of a candidate declared elected pursuant to paragraph 7 shall be transferred to the other candidates not yet declared elected, next in order of the voters' respective preferences, in the following manner:
- (a) the ballot papers corresponding to the votes obtained by the elected candidate shall be re-examined and in each case, subject to paragraph 15, the next consecutive preference expressed for an unelected candidate shall be ascertained
 - (b) the surplus of the elected candidate shall be divided by the total value of the candidate's vote and the resulting number shall be the transfer value;
 - (c) the vote expressed by each ballot paper shall be transferred to the next preferred candidate, ascertained according to sub-paragraph (a), with a value

(including any fractional part) equal to the value at which it was received by the elected candidate, multiplied by the transfer value, and added to the number of votes previously obtained by the next preferred candidate.

9. Where, after the first preferences have been counted and all surpluses, if any, have been transferred in the manner prescribed above, no candidate, or less than the number of candidates required to be elected, has or have obtained a quota, the candidate who is lowest on the poll shall be excluded, and, subject to paragraph 15, all the votes obtained by that candidate shall be transferred to the candidates next in order of the voter's preference at the same values as those at which they were received by the candidate: provided that the transfer of the excluded candidate's votes for all purposes shall be deemed to be a single transfer.
10. Where the number of votes obtained by a candidate is raised up to or above the quota by a transfer, that candidate shall thereupon be declared elected. In such a case, notwithstanding the fact that the candidate may have reached the quota during the progress of the transfer, the candidate shall not cease to become entitled to receive further votes until the conclusion of that transfer.
11. The surplus of a candidate elected under paragraph 10 shall be transferred to the other candidates not yet declared elected, next in order of the voters' respective preferences, in the same manner as is directed by paragraph 8: provided that such surplus shall not be dealt with until all the votes of the excluded candidate have been transferred.
12. Where any surplus exists it shall be dealt with before any other candidate is excluded.
13. The same process of excluding the candidate lowest on the poll and transferring the votes to other candidates shall be repeated until all the candidates, except the number required to be elected, have been excluded, and the unexcluded candidates who have not already been so declared, shall then be declared elected, in order of their total votes at that time.
14. Where at any time it becomes necessary to exclude a candidate, and two or more candidates have the same number of votes and are lowest on the poll, then whichever of such candidates was lowest on the poll at the last count or transfer at which they had an unequal number of votes shall be excluded, and if such candidates have had an equal number of votes at all preceding counts or transfers it shall be decided by lot which candidate shall be first excluded.
15. In determining which candidate is next in order of a voter's preference, any candidate who has been declared elected or who has been excluded shall be passed over.

16. Where on any transfer it is found that a vote expresses no consecutive preference, other than for candidates who have already been declared elected or been excluded, that vote shall be set aside as exhausted.
17. The procedure provided for by this Schedule may be carried out in whole or in part by a computer programmed accordingly.

THE SECOND SCHEDULE

1. All invalid votes shall be rejected, and the number of first preferences recorded for each candidate shall be counted.
2. The candidate obtaining an absolute majority of votes shall be declared elected.
3. If no candidate has an absolute majority of votes, the candidate who has the fewest votes shall be excluded, and, subject to paragraph 5, each ballot paper counted to him shall be counted to the unexcluded candidate next in order of the voter's preference.
- 3A. If the sole candidate for election to an office referred to in clause 28(b) does not obtain an absolute majority of the votes cast, the office will remain vacant and a by election will be called for the vacant office.
4. If no candidate then has an absolute majority of votes, the process of excluding the candidate who has the fewest votes and counting each of his ballot papers to the unexcluded candidate next in order of the voter's preference, shall be repeated until one candidate has an absolute majority of votes.
5. Where on proceeding under paragraph 3 or 4 it is found that a vote expresses no consecutive preference, other than for candidates who have already been excluded, that vote shall be set aside as exhausted.
6. If on any count two or more candidates have an equal number of votes and one of them is to be excluded, the candidate to be excluded shall be determined by lot.
7. If in the final count two candidates have an equal number of votes, the candidate to be elected shall be determined by lot.
8. The procedure provided for by this Schedule may be carried out in whole or in part by a computer programmed accordingly.

Made by Council on the 16th day of September 1994.

The Common Seal of the University of Tasmania was hereunto affixed this 28th day of September 1994, in the presence of:

Chris Chapman
Registrar

R Lidl
A/Vice-Chancellor