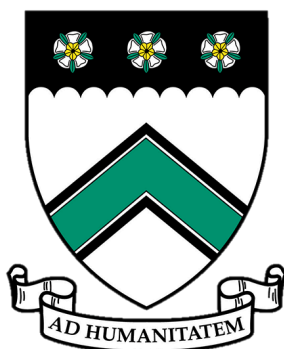


# Mary White College Junior Common Room Constitution

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# 1. Name

The name of the JCR shall be Mary White College Junior Common Room (Hereinafter referred to as 'the JCR').

## 2. Aims

The JCR is not-for-profit; meaning: the assets and income of the JCR shall be applied solely in furtherance of the aims of the JCR and no portion shall be distributed directly or indirectly to the members of the JCR except as bona fide compensation expenses incurred on behalf of the JCR.

### 2.1 Aims Outlined

The aims of the JCR shall be to:

- Promote the interests and serve the paying members of the JCR & secondarily, the residents of Mary White College.
- Afford a means of communication between residents of Mary White College, University and the wider community.
- Promote the educational, sporting, cultural and social activities of the College.
- Promote transparency within the JCR, Resident Leader team, Residential Services, and the wider University.
- Uphold within the JCR and promote throughout the JCR and Resident Leader team, Residential Services, the wider University and wider community:
  - Democratic function of the aforementioned organisations
  - First Nations justice
  - Gender equality and queer liberation
  - Anti racism
- Maintain interaction with other colleges.
- The JCR may undertake the following activities to achieve its aims:
  - a. Hosting a variety of social events for the benefit of JCR members and Mary White College,
  - b. Organising the College's participation in inter-collegiate sporting and arts competitions,
  - c. Organising other activities and events that do not go under the above descriptions.

## 3. Membership

### 3.1 Fees

The JCR may levy a membership fee on members. The amount of such fees shall be a pre-estimate of the costs incurred for the running of the JCR.

### 3.2 Student Membership

Students who are currently enrolled to study at the University of New England and are residing in Mary White College shall be eligible for *Student Membership* of the JCR. Any *Student Member* shall hold one vote at all general meetings and elections of the JCR at which they are present.

### 3.3 Associate Membership

Associate Members are not eligible to hold Executive or JCR Committee (JCRC) positions. They are entitled to participate in MB/PT and SFK events representing Mary

White College as well as attend JCR events.

## **4. The Executives**

### **4.1 Executive Roles**

The JCR shall have an Executive Council consisting of:

- President
- Vice president
- Secretary
- Treasurer

The Executive shall have power to manage the JCR in accordance with this Constitution.

All Executive members are to ensure an adequate handover, including any documents and materials, to the following Executive, and more broadly, the following JCRC.

### **4.2 Duties of the Executive**

The JCR Executive is the body that manages and coordinates the activities of the JCRC & engagement and communication with the JCR membership & external organisations. The Executive council is primarily a facilitatory body and is responsible for:

- Providing guidance and vision to the JCR
- Providing support for the JCRC and, secondarily, Mary White College residents if necessary.
- Representing the interests of the JCRC, JCR membership, and more broadly, Mary White College residents.

#### **4.2.1 The President's Duties**

- Represent the JCR to the Mary White College community, other residential colleges, the University of New England and its community, the Armidale community, and any external onlookers.
- Plan the JCR's activities with the Executive and related portfolio.
- Liaise with the Executive and any committees formed by the JCR.

#### **4.2.2 The Vice-President's Duties**

- Deputise for the President.
- Split responsibility with the President.
- Ensure the Executive is maintaining functionality.
- Will assist the full executive with tasks to lighten workload on individuals if needed.

#### **4.2.3 The Secretary's Duties**

- Conduct the correspondence of the JCR.
- Book & prepare meeting rooms for the JCR.
- Keep minutes of the proceedings of all JCR meetings.
- Maintain the records and documents of the JCR.
- Maintain a list of current members of the JCR.

#### **4.2.4 The Treasurer's Duties**

- Maintain the JCR's finances in accordance with the UNE Club Rules & Regulations.
- Present to the Annual General Meeting ('AGM') of the JCR, a report detailing the financial activity and status of the JCR.

## **5. JCR Committee**

### **5.1 JCR Committee Roles**

The Executive will be assisted in their duties by the Junior Common Room Committee (JCRC) which shall be made up of the following 17 representatives:

- Two MB/PT Sports Representatives
- Two SFK Representatives
- Two Social Representatives
- Two First Year Representatives
- Three Marketing and Communications Representatives
- Three Merchandise Representatives
- Parents and Alumni Representative
- Health and Wellbeing Representative
- Community and Charities Representative
- Formal Dinners Representative
- Sustainability Representative

The duties and functions of the JCRC shall be outlined in Appendix A.

The JCRC and Executive will undergo relevant training including for general team building, communication & cooperation, JCR skills & processes, and specific portfolio based training.

### **5.2 Role of Resident Leaders in the JCR**

JCRC portfolios are typically assigned at least one RL per portfolio. The role of the RL is to assist the JCRC member/s in their role, as requested by, and at the discretion of the JCRC member. Communication between JCRC portfolio members and RLs may be encouraged to ensure assistance is distributed when necessary.

RLs have no authority over the JCR Executive or JCRC, outside that of regular RL duties that encompass all residents, and are to work under the JCRC members in each portfolio, when requested.

### **5.3 Role of Academic Mentors in the JCR**

As Academic Mentors (and RL team) have no budget or bank account, study night events, which are facilitated by Academic Mentors, are typically offered part of the JCR's SSAF funding.

Academic Mentors are not entitled to the JCR budget or funding. Communication between the JCR Executive and Academic Mentors is encouraged to organise such events of academic relevance.

## **6. Removal of Executive and Committee Members**

This section must be interpreted considering the principles of democracy, consensus, fairness, natural justice and due process.

Attendance of Executive and JCRC members at Committee Meetings is obligatory. Any Executive or JCRC member who does not attend three consecutive meetings without notifying the Secretary (or other Executive) of their absence may be dismissed from their position by a consensus vote of the Executive and JCRC members in attendance at a Committee Meeting.

Anyone may refer the conduct of a JCRC or Executive member to the JCRC if they believe that the JCRC or Executive member is not performing the requirements of their role as set out in Appendix A. Upon receipt of such a formal, written referral, the JCRC and Executive

will investigate and consider the conduct of the member. They may decide by consensus to vote on the removal of that member from their role if the conduct of the member amounts to a consistent disregard of the duties of their position. Such a vote will require consensus of the JCRC and Executive present at a Committee Meeting to be passed.

If an Executive or JCRC member is suspected to have committed conduct breaching the UNE Residential Code of Conduct or conduct that breaches the standards set out in Appendix B they may be dismissed from their position after an investigation conducted by the no less than the joint Head of Mary White College, Senior Resident Leaders of Mary White College, and JCR Executive (where appropriate). After considering the results of the investigation the Executive and JCRC may vote to dismiss the member from their position with a consensus vote.

In the case of serious misconduct (such as any conduct that would leave the member liable to being removed from the College) the joint Mary White Head of College and Senior Resident Leader team may dismiss the member from their position.

## 7. Decision Making

General and committee meeting decision making will be undertaken by consensus decision making procedure. The procedure will follow 'the spirit of consensus decision making', that is, to aim to achieve consensus, and resolve antagonistic contradictions through discussion and compromise where necessary.

Consensus decision making will be carried out as such:

1. Motion is represented by the committee or executive member proposing it.
2. Questions and comments are taken from the meeting attendance. The proposer has the right to reply for each question or comment.
3. The chair of the meeting tests for dissent.
4. If there is dissent, the chair is to ask the dissident to represent their view. If they refuse, this dissent is to be minuted but not counted in the consensus.
5. If the dissent is represented, the proposer has the right to reply.
6. Meeting attendees may propose amendments to the original proposal as a compromise.
7. Questions and comments may be taken on proposed amendments.
8. If a way forward is accepted by the proposer and dissident, the chair of the meeting tests for dissent, and if there is none, the new amended motion is passed.
9. If there is no consensus for the motion after discussion on dissent and amendments, the meeting may vote by a majority of 60% to put the motion to a vote.
10. The chair is to facilitate the vote, with a required majority of 60%.

## 8. Meetings

The types of JCR meetings are described as:

General Meetings (Including Annual):

- Which involve the paying members of the JCR, including the JCRC & Executive.
- May facilitate constitution changes and communication between the JCRC & the membership of the JCR.

Committee Meetings:

- Which involve the JCRC & Executive.
- Are the primary decision making setting for the JCR.

Executive Meetings:

- Which involve the Executive.
- Discuss JCR wide matters and organise the facilitation of JCR activities.
- May involve discussion of semi-confidential information.

RL Meetings:

- Which involve the Executive & SRL team.
- Discuss any requested involvement of the RL team with JCR activities.
- Facilitate communication between the two organisations.

Head of College Meetings:

- Which involve the Executive & Head of College.
- Facilitate communication with the Head of College.
- May involve discussions of problems or conflicts within the JCR.

## **8.1 General Meetings**

General meetings may be called by the JCR Executive when needed, otherwise shall be called by a member of the Executive immediately upon receipt of a written request of at least twenty percent (20%) of the JCR Membership.

A General Meeting has the power to carry out the following motions, by consensus procedure of the present members:

- Filling vacancies on the Executive
- Repealing motions and the effect of motions carried at a General or Committee Meeting
- Amending the Constitution
- Dismissing Executive Members as described in 6.0 of the constitution, however, with a formal written proposal brought to the meeting, provided that the Executive Member is given reasonable right of reply.
- Dissolving the JCR.

The Executive shall give at least seven (7) clear days notice of the time and place of the General Meeting through any reasonable form of communication as set out in Appendix C.

The President shall chair general meetings. In the absence of the President, another Executive Member shall chair the meeting.

The agenda for a general meeting shall include:

- Acknowledgement of Country
- Apologies and leaves of absence
- Correspondence
- Arising business
- General business

### **8.1.1 Annual General Meetings**

The JCR shall hold an Annual General Meeting (AGM) annually in the month of September. The AGM shall be convened for the following purposes:

- To receive a report and statement of accounts for the preceding financial period.
- To announce the coming election of the JCR Executive and JCRC for the coming term.
- To transact any other business, notice of which shall be duly submitted to the Secretary.

The Executive shall give at least fourteen (14) clear days notice of the time and place of the AGM through any reasonable form of communication as set out in Appendix C.

The AGM shall be chaired by an executive member, decided upon by the JCR Executive.

The agenda for the AGM shall include:

- Opening
- Acknowledgement of Country
- Welcome
- Apologies and leaves of absence
- Minutes of the previous meeting
- Business arising from the minutes
- Correspondence
- Motions on notice
- Annual Reports
  - President
  - Treasurer
  - Vice President
  - Secretary
- General business

All financial members of the Mary White College JCR are entitled to vote at an AGM .

No item of business is to be transacted at a General Meeting unless a quorum of members entitled under this constitution to vote, is present during the time the meeting is considering that item.

Provisions will be made for JCR members who are not physically at college to vote in all motions they would otherwise be eligible to vote in.

## **8.2 Committee Meetings**

Committee Meetings shall be called at regular intervals, typically weekly, by a member of the Executive.

A Committee Meeting of the JCR has power to carry motions relating to the affairs of the JCR by a majority vote of the Executive and JCRC members present, including:

- Giving direction to the Executive or JCRC, including but not limited to event scheduling and event preparation.
- Determining the use of the finances and other assets of the JCR.
- Instituting committees for any purpose of the JCR and co-opting Club members onto any committee.
- Repealing motions.

A member of the Executive (decided amongst the Executive) shall chair Committee Meetings.

The agenda for a Committee Meeting shall include:

- Acknowledgement of Country
- Apologies and leaves of absence
- Introductions and pronouns round (where necessary)
- Acceptance of previous meeting's minutes
- Reports of Executive Members
- Reports of Portfolios
- General Business

Only JCR Executive and JCRC are permitted to attend Committee Meetings, however, specific guests may be invited by Executive decision or as decided upon by a prior Committee Meeting.

## **8.3 Executive, RL & Head of College Meetings**



An Executive, RL & Head of College meeting are to make decisions, and discuss with adjacent parties in representation of the JCR Committee, in the interests of the JCR Membership and, further, the interests of residents as a whole.

These meetings have the power to make decisions relating to the affairs of the JCR by majority vote of the JCR Executive.

The purpose of a/an:

- Executive meeting is to facilitate the function of the JCRC and make decisions relating to the affairs of the JCR.
- RL meeting is to communicate with the Senior RL team (and through them, the wider RL team) about JCR information relevant to the RL team. This may include information about upcoming events and collaboration or assistance requests.
- Head of College meeting is to communicate with the Head of College about JCR information relevant to the Head of College.

## **9. Quorum and Adjournment of Meetings**

Quorum for Committee Meetings will be 20% of the JCR Executive and JCRC, with at least one executive present. Members participating via live video or audio link are considered to be in attendance for the purpose of a quorum.

Quorum for General Meetings, including an AGM will be 20% of JCR members, with at least one executive present.

If within half an hour after the appointed time for the commencement of a General Meeting a quorum is not present, the meeting is to be adjourned for a future time and members must receive written communication of details of the future AGM.

If at the adjourned General Meeting a quorum is not present within half an hour after the time appointed for the commencement of the adjourned General Meeting, the members present (being at least 10% of JCR membership) are to constitute a quorum.

The Chair of a General Meeting at which a quorum is present may, with the consent of the majority of members present at the meeting, adjourn the meeting from time to time and place to place, but no business is to be transacted at an adjourned meeting other than the business left unfinished at the meeting at which the adjournment took place, unless extraordinary in nature at the Chair's discretion.

If a General Meeting is adjourned for 14 days or more, the Executive must give written or oral notice of the adjourned meeting to the membership stating the place, date, and time of the meeting and the nature of the business to be transacted at the meeting.

## **10. Elections**

Only Student Members shall be eligible to be candidates for election or to vote in the election.

The term of the Executive shall commence immediately following the acceptance of positions by the oncoming position-holders.

Meeting shall conclude at the close of the AGM in the following year, except for specific outstanding events. No decision making regarding the JCR may take place after the AGM and before the instatement of the incoming JCR Executive.

The Executive shall give at least fourteen (14) clear days' notices of the time and place of the annual elections by any reasonable form of communication as set out in Appendix C.

The notice shall state:

- The day on which nominations open, which day shall be at least fourteen (14) clear days before the day of the elections.
- The day and time on which nominations close.
- The time and date of the election.
- That only Student Members living at college shall be eligible to be candidates for election.
- Only paying student members of the JCR are able to vote.

In order to stand for election, nominees must accept nomination.

Before an election the Executive shall nominate a suitable person, not being a candidate for election, to act as Returning Officer.

The joint Mary White Head of College and Senior RL Team shall serve as Electoral Arbiters and shall receive any appeals against the decisions of the Returning Officer.

Elections shall be conducted online at the JCRC Executive's absolute discretion.

Voting shall be by secret ballot and shall be instant runoff in nature. The voting shall take place in a manner in which if an individual voter does not think an individual candidate can fulfil the requirements of the nominated position, they can leave the vote blank for that specific candidate.

The General Body of the JCR may, in a General Meeting, elect any Student Member of the Club to fill any casual vacancy that may occur in the Executive. (A casual vacancy occurs when an Executive Member is dismissed from the Executive or resigns before the term of office has expired).

For all positions, a greater than fifty percent (50%) majority vote of confidence from voting members must be achieved for the nominated individual to be granted the position.

The Executive position of President requires 1 year of leadership experience. In order to be considered for the President's position, an individual must have held a leadership position and have adequate experience at a UNE College. However, if these criteria cannot be met, or there are fewer than three applicants who meet this criteria, other applications can then be considered.

## **10.1 Election Advertising**

Candidates for JCR elections may advertise their running through advertisements. The following rules apply for all forms of election advertising, including, but not limited to:

- Posters
- Social media posts
- Interviews
- Radio broadcasts
- Pamphlets
- Live speeches

Election advertising should be limited to the promotion of a single, pair or trio of candidates. Advertising should not include remarks about other candidates.

Remarks must be limited to:

- Candidates' personal attributes
- Name(s) of position candidate(s) will be running for
- Slogans that do not feature disparagement of other candidates, college residents, or university staff
- Reasons why the candidate(s) will be suitable for the stated role

To keep advertising fair among candidates, there are limits on the number of advertisements allowed for each candidate or group of candidates.

Candidates are limited to:

- 5 posters
- 10 social media posts
- 2 live speeches
- 0 (zero) “mega” posters

Posters are defined as advertisements featuring graphic design, being no larger than 2 pieces of A4 Paper.

Live speeches are defined as remarks given by a candidate(s) in front of an audience in a public space (examples include the Dining Hall, BCR and Common Rooms) with the express purpose of promoting candidature in JCR elections.

Mega posters are defined as posters that are larger than 2 pieces of A4 paper.

Violations of any of the above directives should be brought to the attention of JCR committee members. Violators will be given the chance to rectify any infringements within a reasonable time. The Committee will be given the prerogative to determine what a reasonable amount of time is.

Continued violations may result in ineligibility as a candidate. Violators do not lose their right to vote in JCR elections.

## **11. Alterations to the Constitution**

This Constitution may be amended by a two-thirds majority of those Student Members in attendance at any General Meeting, provided that:

- Written notice of proposed changes has been given to the Executive not less than seven (7) clear days before such a meeting.
- Said changes do not contravene UNE Club Rules & Regulations or the University of New England policies.
- The Vice President/Secretary, or Executive, has given at least seven (7) clear days notice of those proposed changes to all members by any reasonable form of communication as set out in Appendix C.
- A copy of the amended constitution, and minutes of the meeting at which the amendments were made, are presented to UNE Life Student Experience within fourteen (14) days of the meeting.
- UNE Life Student Experience receives the amendments and the amendments are ratified by the Mary White Head of College.

Amendments to the annexes to the constitution may be made by a general vote of the JCRC and Executive.

Grammatical or spelling amendments may be made by consensus vote of the JCRC and Executive.

The constitution must be revised at least every two years, to ensure this document is up to date and accurate for the college’s continued growth and to further ensure the building of the community of Mary White College.

## **12. Assets and Finances**

All property of the JCR shall be vested in the Executive and shall be dealt with in such a

manner as directed by the JCR in a committee meeting or by standard procedure as defined by the JCR in a committee meeting.

The JCR shall maintain a bank account.

The JCR bank account will have a branch located in the city of Armidale, NSW, Australia.

All payments of the JCR shall be by Electronic Funds Transfer or cheque, signed by at least two members of the Executive, one of whom must be the Treasurer.

The finances of the JCR shall be maintained in accordance with the UNE Club Handbook for Treasurers and be submitted to UNE Life Student Experience, annually, for the purposes of re-affiliation.

Notwithstanding anything contained in this Constitution, all assets and funds of the JCR shall be used solely to further the Objects of the JCR and no portion of those funds shall be paid or distributed to members of the JCR except as compensation for out-of-pocket expenses.

## **13. Dissolution**

The JCR may be dissolved by resolution of a two-thirds majority vote of those members present and voting at a Committee Meeting. If on the dissolution there remains any money or property, real or personal, they shall be held on trust by the Head of Mary White College, at the discretion of the Head of Mary White College, UNE Life and Senior RL Team, for a period of up to two (2) years. If the JCR has not reformed in this time, the funds will be reallocated to other student services within the University. If the JCR does reform during this time, these funds must be returned to the JCR account in full.

### **13.1 Reformation of the JCR**

For UNE Life affiliation, the new committee would have to approach UNE Life with a new executive that shall meet current affiliation standards as laid out by the Student Programs Coordinator. These people should have a new and functioning bank account for the funds to be placed.

If UNE Life affiliation is not approved, reformation can still be achieved through the signatures of the President, Vice President (or Secretary) and Head of College of Mary White College onto an accepted constitution, however, the JCR will not be permitted to use university branding as outlined in 15.0 of the constitution.

The funds from the old JCR, if within the two (2) year period, would be returned to the new committee.

## **14. Inactivity**

The JCR shall be deemed inactive after any continuous 18 month period in which the JCR does not hold any events or engage in financial activity. If upon inactivity there remains any monies or properties, they shall be held on trust by the Head of Mary White College, at the discretion of the Head of Mary White College, UNE Life and Senior RL Team for a period of three (3) years and will be returned to the JCR should it reform.

## **15. Recognition and Affiliation**

The JCR is permitted to use the name 'UNE' or 'University of New England' as well as branding of the University as long as it remains affiliated with UNE Life. If the JCR is not recognised by UNE Life, it is not permitted to these things, however, may still exist and function.

The JCR shall comply with all requirements of UNE Club Rules Regulations and The University of New England for recognition as a registered Club of The University of New

England.

The JCR must, within 14 days of the Annual General Meeting, provide a completed Affiliation Form, as well as any required documents as detailed in the UNE Life Club Affiliation process, to UNE Life Student Experience.

The JCR's affiliation with UNE Life may be cancelled if the JCR is in breach of UNE Club Rules & Regulations, University of New England policy or if they are unable to maintain the minimum requirements for a UNE Club.

## **16. Signatures**

**President's Signature**

**Vice President/Secretary's Signature**

**Head of Mary White College**

# **Appendices**

## **Appendix A: Role Descriptions**

### **MB/PT Representatives**

Responsible for relaying messages from SportUNE to Mary White, organising and preparing teams for weekly sports and MBPT events. They have the power to designate college reps for each sport, i.e., weekly sports run by SportUNE. Organising events based on what is assigned by SportUNE. Responsible for organising teams for MBPT competitions throughout the year (dates of events typically determined by SportUNE).

MB/PT roles are not to be considered gendered in Mary White College and MWC involvement in the UNE and its community. Gender diversity in representative choice is encouraged, those who are genders other than the typical western binary are both permitted and encouraged to apply.

### **Social Representatives**

Responsible for planning and execution of social events at Mary White, which includes, but is not limited to parties, movie nights, game nights etc. Social reps are also expected to complete risk assessments and internal JCR planning documents. Social Representatives liaise with the Executive to organise events of both an alcoholic and non-alcoholic nature.

Responsible for checking the Stock of the Bar and food items before events take place.

### **SFK Representatives**

Responsible for the creative and performing arts aspects of College. They liaise with other SFK representatives, UNE Life Student Programs Coordinator, and with the wider Armidale community.

### **First Year Representatives**

Responsible for representing first year students to the JCRC as well as contributing to aiding and supporting other portfolios and events. Organisation and preparation for Mary's Kitchen is the responsibility of First Year Representatives.

Mary's Kitchen is a not for profit, prolonged event (occurring across the year) run by the Fresher Representatives, with the aim to supply cheap and affordable (prices set to cover the costs of running it and no more) food to residents of the college when they would otherwise not get food provided by the college. If any profit is made over the course of the year it can be used at the Freshers Representatives' discretion to contribute back to Mary's Kitchen, JCR, or Mary White College as a whole. See Mary's Kitchen Policy Document for more details.

Mary's Kitchen's policy document is able to be updated by Fresher Representatives at a Committee Meeting.

### **Merchandise Representatives**

Responsible for designing and commissioning yearly merchandise as well as selling and restocking pre-existing college merchandise throughout the year. Works closely with the Treasurer (and other executive) and the other members of the JCRC for help in design choices and finances for orders.

### **Parents and Alumni Representative**

Responsible for liaising with the Senior Common Room and offering opportunities for the SCR members, Alumni, and Parents to integrate within the college. Responsible for organising Parents Weekend. Executive is to put the Parents and Alumni Representative in

direct contact with the SCR to facilitate communication.

Is, in part, responsible for formal dinners and directly works under the Formal Dinners Representative during the organisation of formal dinners.

### **Health and Wellbeing Representative**

Responsible for promoting and representing the health and wellbeing of college residents through information posts/messages and events (such as barbecues held the morning after parties). Must refer more serious incidents, where permitted, to RLs or the Head of College.

### **Community and Charities Representative**

Responsible for planning and running events with Mary White and selected charity organisations, particularly the charity ball as well as other charity events that are held. May also include other community outreach, including helping to establish and maintain connections with community organisations and businesses.

Is, in part, responsible for formal dinners and directly works under the Formal Dinners Representative during the organisation of formal dinners.

### **Formal Dinners Representative**

Responsible for the organisation and administration of formal dinners at the college. Has creative control over formal dinners, working closely with residential services to create enjoyable formal dinners for residents. Will be supported in their role by the Parents & Alumni and Communications & Charity Representatives, and the Executive.

The final formal dinner of the year (Valedict's Dinner), will host the presentation of the JCR awards, as outlined in Appendix D.

### **Marketing Representatives**

Responsible for producing the weekly college newsletter and promoting the activities of the college through social media, e.g. taking photos of Mary White events and uploading them to social media. Additionally responsible for leadership portraits for official college promotional material as well as the leadership photo wall in the front office.

If a portfolio would like the marketing team to take photos for an event, the marketing team must be given at minimum 3 days notice. Will also liaise with the UNE Marketing team for promotion of the college.

Regarding the newsletter, the Marketing Representatives should be up to date with events that are happening around the community and the university, working closely with the Community and Charities Representative to achieve this.

### **Sustainability Representative**

Responsible for upholding and promoting sustainable practices in Mary White College. Responsible for liaising with the relevant organisations regarding sustainability within and external to the college. This may include bin checks, information campaigns, events, etc.

## **Appendix B: Removal of JCR Executive or Committee Members**

In addition to breaches of the Residential Code of Conduct, the following actions may be cause for the removal of a JCRC or Executive member:

- Bringing the college or the JCR into disrepute.
- Fraternisation with MWC first year students before the end of their first trimester, in order to preserve and establish appropriate and consensual relationships between, and among, JCRC and First Years the allowed time period.

- Exemptions can be made if the relationship is discussed with and approved by the Mary White Head of College.
- This fraternisation rule is not applicable to the First Year Representatives, or other representatives in their first year.
- Any breaches of the law of NSW, Australia, or other authoritative body (including UN or First Nation).

## **Appendix C: Communication**

Reasonable forms of communication are forms of communication that a reasonable person would use in the position of that reasonable person; they include, among other things:

- Oral Communication
- Email
- Text Message
- Phone Call

## **Appendix D: Awards**

Award as listed under the JCR constitution:

- MB/PT Athletes of the Year
  - Awarded to two athletes who have received the most recognition in sporting events in the entire UNE and/or participated in the most sports and MB/PT events
- SFK Creatives of the Year
  - Awarded to the two participants that have contributed the most/performed best at SFK events and/or participated in the most SFK events.
- JCR All Rounder Award (historically: President's Trophy)
  - Awarded to the most active participant in all JCR events, including parties, barbecues, dinners, balls, SFK, MB/PT, etc.

## **Appendix E: Acknowledgement of Country**

This should be consistently revised and approved by First Nations people on campus.

The MWC JCR acknowledges the traditional owners of the land we are meeting on, the Gunbaynggirr, Dunghutti, Banbai, and Anaiwan peoples, and recognise their continuing connection to the land, waters and culture. We pay our respects to Elders past, present and emerging, and recognise that these lands were stolen and sovereignty was never ceded.