

# **STATUTE**

## **Cambodian Students Association in Canberra (CSAC)**

### **Preamble**

We, the Cambodian students in Canberra of the Australian Capital Territory (ACT),

Understanding that the number of Cambodian students in Canberra is increasing and that the need for initial and mutual assistance is necessary;

Being conscious that it is important to build a spirit of teamwork, mutual understanding, trust, tolerance, and respect among Cambodian students in Canberra, Being determined to strengthen relationship among all Cambodian students in Canberra and other areas in Australia, and to assist one another whenever necessary; and

Being convinced that an association should be established to coordinate and facilitate initiatives taken by its members in materializing this determination, in an efficient, effective and mutually complementary manner.

Agreed on this CSAC statute as follows:

### **Chapter 1**

#### **Establishment, Address and Logo**

**Article 1:** The association established under this statute shall be named “Cambodian Students Association in Canberra”, abbreviated as “CSAC”. CSAC is a non-profit, non-political, and non-sectarian association and shall not be involved in any activities that are of or that can be used for any political purposes such as political campaign, fund-raising, and expression of political preferences on behalf of the CSAC.

**Article 2:** The logo of the association will be developed<sup>1</sup>.

### **Chapter 2**

#### **Vision, Mission, Objectives and Activities**

**Article 3:** Vision: CSAC envisions a united, helpful, productive and friendly Cambodian student’s community where its members enjoy a successful and happy life in Canberra.

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<sup>1</sup> A competition on the logo design will be organized, and all members are encouraged to participate. The winner will be rewarded appropriately and CSAC will acknowledge the winner of the design in its website.

**Article 4:** CSAC's mission is to provide mutual assistance to its members and promote academic, social and cultural engagement as well as to strengthen friendship, cooperation and networking among its members and others communities.

**Article 5:** The main objectives of the Association are:

- (1) To assist new members and its members in their personal, academic, and other problems;
- (2) To build networks and strengthen relationship among all Cambodian students in Canberra;
- (3) To develop and organize useful educational, social, cultural and recreational activities which is in the best interest of its members and which may lead to mutual understanding, respect, trust, tolerance, and spirit of team work among its members; and
- (4) To cooperate with other associations and communities inside and outside Australia, on cultural, educational, social and developmental purposes, for the benefit of the Association, its members, and future Cambodian students in Australia.

### **Chapter 3 Membership**

**Article 6:** The CSAC's membership is classified into three categories: Honorary Member, Active Member and Supporting Member. Any individuals who are interested in the CSAC may apply to become member of the Association upon the decision of the committee of the Association.

- (a) **Honorary members** are Cambodians or other nationals who are interested and sympathetic to the Association, and who are nominated and approved by the committee of the Association.
- (b) **Active members** are Cambodian students who are studying in the Australian Capital Territory and actively participate in various activities and contribute to the growth of the Association.
- (c) **Supporting Members** are Cambodians or other nationals who are interested in the Association and support its activities.

**Article 7:** Every member of the CSAC shall contribute to the Association's administrative costs and activities' expenses on voluntary basis.

**Article 8:** Non-student members shall have rights to express their opinions but not to vote.

**Article 9:** Every member may lose membership by decision of the Executive Committee in consultation with the Steering Committee in case s/he:

- (1) has violated the statute
- (2) Has deliberately damaged the reputation of the association; and

- (3) or in case his/her behavior/attitude/activity is deemed grossly inappropriate or unacceptable by the Committees

#### **Chapter 4**

#### **Management Structure and Decision Making Bodies**

**Article 10:** The Association is led by an Executive Committee which shall consist of:

- (1) a President of the Association, who shall be the Chairperson of the Committee;
- (2) a Secretary
- (3) a Treasurer;
- (4) an IT Coordinator
- (5) a Sport and Recreation Coordinator
- (6) Several heads of Sections

**Article 11:** The Executive Committee (EC):

- (1) The Executive Committee shall be the implementing body of the Association with duties to directly lead and manage all regular activities of the association in accordance with the statute and an internal rule.
- (2) The Executive Committee is accountable to all members and the Steering Committee for all activities in the name of CSAC.
- (3) Shall serve a one year term, subject to provisional extension only in exceptional circumstance as deemed appropriate by the Steering Committee. In no case shall the extension last over three months.
- (4) Replacement and appointment of members shall be made by the Executive committee on consultation with the Steering committee
- (5) When situation warrants serious consideration, the Steering Committee can call for a vote of censure to dissolve the Executive Committee. The special session shall be participated by at least two-thirds of the active members. A final decision can then be taken by a simple majority vote (50+1) of valid votes.

**Article 12:** Members of the Executive Committee and Their Roles

- (1) The President, or a representative assigned by him/her among other members of the Executive Committee, shall represent the Association in official events organized in the name of CSAC. The President shall make sure that members are notified in advance of all official activities or events organized in the name of CSAC. The President shall facilitate the full and active participation of the members in these activities or events. However, this provision does not apply if the nature of the activities or events only allows participation of a limited number of members. The President shall make sure that selection of participants in these activities and event is done in a transparent and justifiable manner.
- (2) The Secretary, the Treasurer, the IT Coordinator, and several heads of sections shall assist the President in carrying out the work of the

Executive Committee, as specified or delegated by the General Assembly.

- (3) Any member of the Executive Committee shall replace the President when the President is unable to fulfill his mandate for inevitable cause. In case of concurrent failures of both the President and the whole Executive Committee to fulfill their mandates, the Steering Committee shall temporarily take over the role of the Executive Committee while convene an extraordinary session of the General Assembly to vote on a new Executive Committee. Replacement and appointment of any members of the Executive Committee other than the President shall be done by the President in consultation with the Steering committee as soon as practicable to avoid delay in the decision-making process. The new replacement and appointment shall be promptly notified to all members of the Association and reported to the next General Assembly session.

**Article 13:** Renunciation of membership shall be done in writing to the Executive Committee. The Executive Committee shall bring this notification of renunciation to the attention of the next open session of the General Assembly.

**Article 14:** No CSAC's activity shall be considered official and valid without prior approval by the Executive Committee and/or the General Assembly in accordance with the provisions of this Statute and other relevant documents duly approved by the General Assembly.

## **Chapter 5**

### **The Steering Committee**

**Article 15:** The Association is supervised by a Steering Committee which shall consist of 3 or 5 members. The members of the Steering Committee should be senior students in Canberra. The Steering Committee's role is to ensure the sustainability and effectiveness of the association and shall act as advisory body to the Association and as Election committee for the Executive Committee.

**Article 16:** Non-student members can become members of the Steering Committee. The number of non-student members in the Steering committee shall not be more than two.

**Article 17:** There shall be no limit on the mandate of the Steering Committee (SC). The SC is represented by one of its members on rotation basis. Members of the SC can resign only after there is replacement by new members.

## **Chapter 6**

### **The General Assembly**

**Article 18:** The General Assembly is the ultimate decision-making body of the Association. However, except for matters provided for in this Statute as exclusionary concerns of the General Assembly, the Executive Committee shall act as a decision making body between General Assembly sessions. Decisions shall be made on a unanimous basis within the Executive Committee in consultation with the Steering Committee.

**Article 19:** Ordinary session of the General Assembly shall be held once a year. Extraordinary sessions may be held as deemed necessary by the Executive Committee. All sessions of the general and special assembly shall be open to all members.

**Article 20:** Meetings of the General Assembly are considered valid only after notification has been sent in writing to all members of the Association at least two weeks before the scheduled meetings, and only if they are attended by a quorum of at least fifty percent plus one(50%+1) of the active members of the CSAC. Unless otherwise stated, all votes of the General Assembly shall be open, free and fair. In case any member is, for some reasons, unable to attend the meetings convened by the Committee, he or she can entrust another member of the association to be his/her representative to vote on his/her behalf. This representative shall enjoy full rights and duties on his or her behalf during the session.

## **Chapter 7**

### **Election and the Appointment of the President**

**Article 21:** Election of the new President should be held once a year in November. A fortnight prior to the election, the Steering Committee should request for expression of interest of those who wish to stand for election. With no expression of intent from any member, the Steering Committee is obliged to nominate at least one candidate a week before the meeting of the General Assembly. In case that the nomination by the Steering Committee is rejected twice by the General Assembly, the Steering shall be dissolved automatically.

**Article 22:** The President shall be elected by direct election of the active members of the association organized by the Steering Committee based on a simple-majority vote (50+1). Vote can be casted in person during the general assembly or electronically by email to the Election Committee prior to the assembly. If no candidate receives a 50+1 majority of vote, any candidate receiving the most votes will automatically be declared the new President. In case, there is only

one candidate, his/her appointment shall be confirmed by a simple majority vote at the assembly.

**Article 23:** Within one week after his appointment, the President shall publicize the name of other members of the new Executive Committee. Existing members of the Executive Committee can be reappointed based on merit.

## **Chapter 8 Budget and Expenses**

**Article 24:** While the EC is permitted to appropriately use the CSAC budget as mandated by its internal regulation, it is required that the SC is consulted before any expense of over AU\$100 is to be made.

## **Chapter 9 Amendment and Dissolution of the Association**

**Article 25:** Amendment to this Statute shall be proposed by the Steering Committee and submitted to a General Assembly to be approved by a two-thirds majority vote.

**Article 26:** Dissolution of the Association shall be approved in a General Assembly by a two thirds majority vote.

Approved by the General Assembly dated 13<sup>th</sup> February 2010

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