

WORONI

Australian National University Student Media GRIEVANCES AND DISPUTES PROCEDURE

1. Purpose

The purpose of the ANU Student Media Grievances and Disputes Procedure is to provide a mechanism for the resolution of complaints, grievances or problems raised by members, or non-members, of the Association.

2. Scope

1. This policy applies to:
 - a. Board members, sub-editors, volunteers and employees
 - b. Ordinary members of the Association
 - c. Honorary life members of the Association
 - d. Non-members of the Association
 - e. This procedure does not replace any existing ANU Student Media policies which outline specific procedures to follow when certain conflicts or complaints arise.

3. Procedure

1. All grievances and disputes are to be sent to the Editor-in-Chief via email (editorinchief@woroni.com.au).
2. Where a grievance is raised with ANU Student Media, there may be an initial attempt to resolve the grievance through discussions with the board member, member, or non-member involved in the grievance process.
3. If the parties involved are dissatisfied with the reply, they must advise the editor-in-chief of the unresolved grievance.
4. Where appropriate, the issue will be forwarded to the Grievances and Disputes Panel.
5. Those raising the grievance may request that their issue be sent directly to the Grievances and Disputes Panel prior to the initial attempt to resolve the grievance.

4. Grievances and Disputes Panel

1. The Association has a Grievances and Disputes Panel to hear and resolve grievances and disputes that connect to the Association, the Board and members. The Panel may also hear complaints about publications of the Association from non-members.
2. The Grievances and Disputes Panel has three (3) members:

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- a. One (1) ordinary member of the Association appointed by the Board who must not be a member of the Board or a co-opted member;
 - b. One (1) ordinary member of the Association elected at any General Meeting of the Association who must not be a member of the Board or a co-opted member; and
 - c. One (1) staff member of the University appointed by the Vice-Chancellor.
 3. The ordinary members of the Panel must be appointed annually. A general meeting may remove a Panel member.
 4. The Grievances and Disputes Panel may hear and resolve grievances and disputes relating to:
 - a. an alleged breach or breaches by an ordinary member of the Association and/or the Board of the ANUSM Constitution or any regulations or policies made under the ANUSM Constitution;
 - b. an alleged breach by an ordinary member of the Association and/or the Board of the Press Council Principles in Schedule 1 of the ANUSM Constitution; and
 - c. an alleged breach by an ordinary member of the Association and/or the Board of the Code of Conduct in Schedule 2 of the ANUSM Constitution.
 5. If a complaint is upheld, the Grievances and Disputes Panel may:
 - a. revoke or suspend the membership of the Association of the person/s found to be in breach;
 - b. impose a fine (which may not exceed \$100AUD) on the person/s found to be in breach, the non-payment of which will result in the revocation of membership;
 - c. where the complaint relates to a breach of the Press Council Principles in Schedule 1, require the publication concerned to promptly and prominently publish the decision and/or issue a retraction.
- ### 5. Right of Appeal of Disciplined Member
1. A disciplined member may appeal a decision of the Grievances and Disputes Panel at a general meeting.
 2. The disciplined member must notify, in writing, the Deputy Editor-in-Chief of their intention to appeal within seven academic days of being informed of the decision of the Grievances and Disputes Panel.
 3. The Deputy Editor-in-Chief, on receipt of a notice to appeal must notify the Board within one academic day. The Board must subsequently direct the Deputy Editor-in-Chief to call a general meeting of the Association within 21 academic days of when notice of appeal was received. At this general meeting:
 - a. the only business which may be considered is the appeal against the Panel's decision;
 - b. the Grievances and Disputes Panel and the member must be given the opportunity to make representations in relation to the appeal orally, in writing, or both; and

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- c. the members present must vote by secret ballot on the question of whether the resolution should be confirmed or revoked.

6. Procedure Details

This policy was adopted by ANU Student Media on 23/01/2017
The policy was last updated on 26/09/2018