Constitution of the Adelaide University Sciences Association

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1. NAME

The name of this unincorporated association is the 'Adelaide University Sciences Association', referred to herein as 'the Association'.

2. INTERPRETATION

AGM	means the Annual General Meeting of the Association
AUU	means the Adelaide University Union
Committee	means the committee referred to in clause 6.2
Constitution	means this document
Executive	means the Executive referred to in clause 6.2
Faculty	means the Faculty of Sciences
General meeting	means a general meeting of members of the Association
GM	convened in accordance with these rules means any properly convened AGM or SGM of the Association
Governing Council	means the Governing Council referred to in clause 6.2
Member	means a member of the Association
Month	means a calendar month
Notice	a notice required by a clause of this Constitution to be given will be deemed to have been given if provided personally or if it has been sent by post or email to the address appearing in the register of members
SGM	means a Special General Meeting of the Association
Special resolution	means a resolution of which every member has received seven days notice
University	means The University of Adelaide

3. OBJECTS OR PURPOSES OF THE ASSOCIATION

The objects of the Association are

a. To provide a network for all science students, regardless of discipline, to engage with each other both socially and academically.

b. To organise social events for all science students and students with interest in science, regardless of discipline, to enhance their experience at university.

c. To work with the Faculty to provide a unique, positive, and memorable experience to all science students, regardless of discipline.

d. To represent the ideals of all science students, regardless of discipline, and provide an active voice for the opinions of science students to the Faculty and the University.

e. To encourage all science students, regardless of discipline, to achieve their academic goals by providing an adequate system of support

f. To provide a forum for all students, regardless of discipline, to explore the rich diversity of the fields of sciences and to work with the community to provide a rich insight into the world of science.

g. To encourage trans-disciplinary study, and to promote a diversity of knowledge to all students.

h. To draw interest of a wider community into the fields of science.

4. AFFILIATION

The Association shall be affiliated with

a. The YouX,

b. The University of Adelaide,

c. The Faculty of Sciences of the University of Adelaide,

d. The Clubs Association.

5. MEMBERSHIP

A person is only a member of the Association if they have complied with the terms of membership set by the Association at any GM from time to time.

5.1 Types of Membership

There shall be the following categories of membership and a member can only belong to one category of membership.

a. Ordinary Members: Individuals who have been accepted as such. Ordinary members may vote at a GM.

b. Life Members:

   i. Those upon whom the Association has conferred Life Membership in appreciation of services rendered to the Association; and

   ii. Such membership can only be recommended by the Committee and confirmed at a GM.

   iii. Life members may vote at a GM.

c. Patrons:

i. Staff, Faculty, or Alumni upon whom the Association has conferred Patron membership in appreciation of services rendered to the Association; and

ii. Such membership can only be recommended by the Committee and confirmed at a GM and shall expire at the subsequent AGM.

iii. Patron Members may vote at a GM.

5.2 Application for ordinary membership

a. Any person who supports the objects of the Association and agrees to be bound by its rules may apply for membership of the Association.

b. The application for membership shall be made by filling in a form, as determined by the Committee of the day.

c. Upon the acceptance of the application by the Committee and upon payment of the first annual subscription, the applicant shall be a member of the Association.

5.3 Subscriptions

a. The subscription fees for membership shall be set at a GM from time to time.

b. The subscription fees shall be payable annually, with membership expiring by the 1st of January.

c. Any member whose subscription is outstanding after the expiration date shall cease to be a member of the Association, save and except for members of the Committee who are instead subject to 6.6.

d. Life members, and Patron members are exempt from membership fees

5.4 Resignations

A member may resign from membership of the Association by giving written notice to the Committee. Any resigning member shall be liable for any outstanding subscriptions which may be recovered as a debt due to the Association.

5.5 Expulsion of a member

Subject to giving a member an opportunity to be heard or to make a written submission, the Committee may, by two thirds majority of votes cast, expel a member upon a charge of misconduct detrimental to the interests of the Association, the YouX or its affiliates, or The University of Adelaide.

5.6 Register of members

A register of members must be kept and contain:

i) their full name;

ii) student number (where applicable) and;

iii) an email address.

6. THE COMMITTEE

6.1 Powers and duties

a. The affairs of the Association shall be managed and controlled by the Committee which, in addition to any powers and authorities conferred by these rules, may exercise all such powers and do all such things as are within the objects of the Association, and are not by these rules required to be done by the Association in general meeting, provided that the affairs of the Association shall be managed and controlled by the Executive between meetings of the Committee.

b. The Committee has the management and control of the funds and other property of the Association, provided that such management and control may be exercised by the Executive between meetings of the Committee.

c. The Committee shall have authority to interpret the meaning of this Constitution and any other matter relating to the affairs of the Association on which these rules are silent.

d. The Committee may make policies and rules pertaining to the management and affairs of the Association, so long as those policies and rules do not contravene this Constitution.

e. The Executive shall, between meetings of the Committee, act in the interests of the Association and in accordance with this Constitution and resolutions of the Committee and general meetings of the Association.

6.2 Membership of the Committee

a. The Committee shall be comprised of:

i. The Governing Council, the members of which shall be:

- the Executive, the members of which shall be:
  - the President who shall chair all meetings at which the President is present and act as the spokesperson for the Association;
  - the Vice-President(s) who shall fulfil the responsibilities of the President if the President is unable to;

- the Secretary; who shall be responsible for minuting all meetings of the Association and maintaining the membership and other records of the Association;

- the Treasurer; who shall be responsible for maintaining the financial accounts and records of the Association; and
- the Events Officer; who shall be responsible for the organisation and oversight of all events;

- not more than two Communications Officers; with the sub roles of social media and communications who shall be responsible for upkeep of online presence and communication of events and other relevant information to members via platforms including but not limited to club emails, website, Facebook, LinkedIn and Instagram.

- Graphics Design Officer; who shall be responsible for designing the graphics for events and marketing;
- Outreach Officer; Who shall be responsible for coordinating donation requests for events, seeking sponsorship from businesses and making connections with people/organisations relevant to club events. May work with the Treasurer to apply for grants from YouX
- not more than four Year-Level Representatives;

- and such number of General Members so that the total number of the Governing Council (excluding any 'Appointed Person') does not exceed fifteen; and
- any person/s appointed under this clause 6.2 as an 'Appointed Person'; and

ii. Associate Member/s appointed by the Governing Council or Executive under this clause 6.2.

b. Each member of the Governing Council (including an Appointed Person) is entitled to vote at any meeting of the Committee.

c. The Governing Council may, by a majority vote of members present, appoint a member/s of the Association to be an 'Associate Member/s'.

d. If a quorum of the Committee is not achieved at two consecutive meetings, the Executive at its next meeting thereafter may, by a majority vote of members of the Executive present, appoint a member/s of the Association to be an 'Associate Member/s'.

e. An Associate Member may:
   a) Contribute to the general business, and any meeting, of the Committee; and
   b) Vote at any meeting of the Committee unless the Chair directs, in relation to an agenda item or meeting (or part of a meeting), to exclude Associate Members from voting or being present in the room or place at which the meeting is being held.

f. The four Year-Level Representatives shall be comprised of one representative from each of the following levels of study:
    i. First Year (undergraduate)
    ii. Second Year (undergraduate)
    iii. Third Year (undergraduate)
    iv. Honours/Postgraduate,

    provided that:
    - for each of the First, Second and Third Year representative, the person must intend on enrolling in and undertaking at least 6 units of undergraduate study at the University of Adelaide at the applicable level as at the time of the AGM; and
    - for the position of Honours/Postgraduate representative, the person must intend on enrolling in and undertaking an Honours/Postgraduate program at the University of Adelaide as at the time of the AGM.

g. If a position on the Governing Council is not filled at the AGM, or becomes vacant because of a resignation subsequent to the AGM, the Governing Council may appoint one of the members to the vacancy.

h. If a member of the Governing Council undertakes a study abroad program at an international university for a period greater than two calendar months, that position will be deemed to be a temporary vacancy and the Governing Council may appoint a person to the temporary vacancy (an 'Appointed Person'). In that event, both the member and the Appointed Person will be members of the Governing Council and upon the return of the applicable member, that person will resume performing the duties of the position and the Appointed Person will continue as a member of the Governing Council.

i. A committee member shall be a natural person.

j. All positions on the Committee shall become vacant, and positions on the Governing Council shall be subject to election, at each AGM.

k. A member of the Committee shall be eligible to stand for re-election without nomination. No other person shall be eligible to stand for election unless a member of the Association has nominated that person before the closure of nominations at the AGM.

l. Elected committee members are expected to actively contribute to the running of the club in ways including but not limited to:
    a) Be involved in organisation of a minimum of approximately half of scheduled club events.
    b) Attend a minimum of approximately half of scheduled committee meetings unless a leave of absence is granted by the general Committee or President.
    c) Give at least 6 hours notices of absence from a scheduled meeting

d) Maintain regular communication with the committee with levels as discretion of the committee.

g. The four Year-Level Representatives shall be comprised of one representative from each of the following levels of study:
    i. First Year (undergraduate)
    ii. Second Year (undergraduate)
    iii. Third Year (undergraduate)
    iv. Honours/Postgraduate,

    provided that:
    - for each of the First, Second and Third Year representative, the person must intend on enrolling in and undertaking at least 6 units of undergraduate study at the University of Adelaide at the applicable level as at the time of the AGM; and
    - for the position of Honours/Postgraduate representative, the person must intend on enrolling in and undertaking an Honours/Postgraduate program at the University of Adelaide as at the time of the AGM.

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    a) Be involved in organisation of a minimum of approximately half of scheduled club events.
    b) Attend a minimum of approximately half of scheduled committee meetings unless a leave of absence is granted by the general Committee or President.
    c) Give at least 6 hours notices of absence from a scheduled meeting
    d) Maintain regular communication with the committee with levels as discretion of the committee.

6.3 Appointed Roles

a. The Committee may, before proceeding to the despatch of other business, decide to which committee members the following roles will be assigned:
    i. Our Loyal Leader of the Opposition (O.L.L.O.)
        - Who shall be designated 'Devil's Advocate' and tasked with putting, at their discretion, an opposing view in any discussion or seek to put in doubt any previously accepted convention.
    ii. Morals Officer
        - Who shall be tasked with recording and reporting what in their humble opinion they perceive to be immoral or moralistic acts, inappropriate or political correct behaviour, and general debauchery or ultra-conventionalism of the Association or any of its members. All of their reports should be given and taken in good humour.
    iii. Sergeant-at-Arms
        - Who shall be tasked, at the direction of the Committee, with maintaining good order and security, and shall mediate and any grievances or disputes between members of the committee in which they are not directly involved. All matters raised with the Sergeant-at-Arms shall be kept in confidence.
    iv. Assistant Treasurer
        - Who shall be tasked with aiding the Treasurer in the discharge of their duties, and with receiving receipts and other financial statements in the Treasurer's absence.
    v. Assistant Secretary
        - Who shall be tasked with aiding the Secretary in the discharge of their duties, and with minuting meetings in the Secretary's absence.

b. The Committee may vary or make a further decision if the applicable committee member ceases to be a member or declines to accept or continue the assigned role. and as often as said positions become vacant shall again choose members to fulfil said positions.

6.4 Proceedings of Meetings

a. The Committee shall meet together for the dispatch of business at least monthly during the Academic term.
b. At least 24 hours notice must be given to members of the Committee for a meeting of the Committee, and to members of the Executive for a meeting of the Executive.

c. Questions arising at any meeting of the Governing Council, Committee or the Executive shall be decided by a majority of votes cast, and in the event of equality of votes the President shall have a casting vote in addition to a deliberative vote.

d. A quorum for a meeting of the Committee shall be seven members of the Committee, two of whom must be members of the Executive. If a quorum is not present within 30 minutes after the scheduled start, the meeting will be postponed to a date, time and place determined and notified by the President (or delegate thereof).

e. Votes by proxy or post are not permitted.

f. Members can "call-in" for a meeting only when granted by the President or the Committee.

6.5 Sub-committees

a. The Committee may delegate or devolve to a sub-committee a matter/s within the objects of the Association.
b. A sub-committee may be comprised of members of the Committee, including Associate members, and members of the Association, provided that the number of non-Committee members does not exceed the number of Committee members on the sub-committee.
c. The Committee shall assign one of the Committee members on the sub-committee to be the Officer thereof,

d. The Officer, or a delegate thereof, shall chair all meetings of that sub-committee.
e. Each Officer of a sub-committee shall appoint an Assistant of that sub-committee to be responsible for minuting meetings of the sub-committee.
f. At least 24 hours notice for a meeting of a sub-committee must be given to the members thereof and to the President and the Secretary. Any member of the Executive may attend *ex officio* any meeting of a sub-committee of which they are not a member.
g. The quorum for any meeting of a sub-committee shall be half of the members of that sub-committee, one of whom must be the Officer or the Assistant thereof.

h. The Treasurer, with approval from the Committee, may allocate funds of the Association for the use by a sub-committee for the purpose/s for which the sub-committee was formed.

i. A sub-committee may, with a two-thirds majority of votes cast, make binding decisions in relation to matters for which it was formed. Such binding decisions shall be confirmed, varied, or rescinded at the subsequent Committee meeting. Any matter/s about which a sub-committee cannot agree may be referred by the sub-committee to the next meeting of the Committee.

j. A report of each meeting of a sub-committee shall be provided at the next meeting of the Committee, including details of any expenditure by the sub-committee.

k. A sub-committee will cease by resolution of the Committee at any time.

l. All sub-committees shall be deemed to cease upon the commencement of an Annual General Meeting.

6.6 Disqualification of committee members

The Governing Council shall declare a position on the Committee vacant if the applicable person:

i. is expelled as a member of the Association under this Constitution;

ii. resigns as a member of the Association;

iii. fails to attend three (3) consecutive Committee meetings without a leave of absence being granted by the Committee or President;

iv. fails to pay the subscription fee when it is due (By end of Orientation Week); or

v. breaches the prohibition against securing profits for members.

vi. Elected committee member expectations;

a) Fails to contribute to the committee at a level deemed satisfactory by a two thirds majority of the elected committee and in accordance with section **6.2.l**, after receiving 1 week written notice of intent to disqualify.

7. GENERAL MEETINGS

7.1 Annual general meetings

a. The Committee shall call an annual general meeting in accordance with this Constitution.

b. An AGM shall be held once in an Academic Year.

c. The YouX administration shall be notified of the calling of an annual general meeting.

d. The order of the business at the meeting shall be:

i. The confirmation of the minutes of the previous annual general meeting and of any special general meeting held since that meeting.

ii. The consideration of the accounts and reports of the Committee.

iii. Proposed constitutional amendments, if any.

iv. The election of Committee members.

v. Designation of bank signatories, if any.

vi. Updating of details for the Association's Australian Business Number, if applicable.

vii. Determination of membership fees.

viii. Consideration of any Life or Patron membership appointments proposed by the Committee.

ix. Any other business requiring consideration by the Association in general meeting.

e. An attendance list, summary of the President's report, summary of the Treasurer's report and the Returning Officer's report shall be returned to YouX Administration within 14 days of the conclusion of the annual general meeting.

7.2 Special general meeting

a. The Committee may call a special general meeting of the Association at any time during the Academic term.

b. Upon a requisition in writing of not less than fourteen members or those who have been members within the last 12 months of the Association, the Committee shall, within two weeks of the receipt of the requisition, convene a special general meeting for the purpose specified in the requisition.

c. Every requisition for a special general meeting made under 7.2b shall be signed by the relevant members and shall state the purpose of the meeting.

7.3 Notice of general meetings

a. At least seven days notice of any general meeting shall be given to members. The notice shall set out where and when the meeting will be held, and particulars of the nature and order of the business to be transacted at the meeting.

7.4 Proceedings at general meetings

a. Fouteen members present personally shall constitute a quorum for the transaction of business at any general meeting provided that if a quorum is not present within 30 minutes after the time appointed for the meeting, the meeting shall stand adjourned to a date, time and place determined and notified to members by the President, and if at such adjourned general meeting a quorum is not present within 30 minutes of the time appointed for the meeting, the members present shall form a quorum, save and except in respect of a matter that requires a special resolution .

b. If within 30 minutes after the time appointed for a meeting convened upon the requisition of members a quorum of members is not present, the requisition shall lapse.

c. The President, or a delegate appointed by the President, shall preside as chair at any general meeting of the Association.

7.5 Voting at general meetings

a. Subject to this Constitution, every member of the Association has only one vote, per item, at any general meeting of the Association.
b. Subject to this Constitution, a question for decision at a general meeting must be determined by a majority of votes cast by members present at that meeting.
c. Unless a secret ballot is demanded by at least one member present at the general meeting, a question for decision at a general meeting shall be determined by a show of hands.

d. Votes by proxy or post are not permitted.

7.6 Elections at general meetings

a. The elections shall be conducted by a Returning Officer, who is appointed by the Committee prior to the AGM.

b. The Returning Officer may not be nominated for a position on the Committee.

c. Any candidate is entitled to designate a scrutineer, including themself, to observe the vote tallying process.

d. All Committee positions are to be declared vacant at each Annual General Meeting.

e. Nominations for election for positions can be received by the Returning Officer from the time at which notice is given by the Committee of the AGM until voting on that position is set to commence.

f. A nomination for election to a position on the Executive can only be accepted if the person is a student or staff member of the University, or is a member of the Faculty.

g. A nomination for election to the position of President can only be accepted if the person has previously served on the Committee and is not a President or Vice-President of another committee.

h. Nominations can be provided in writing to the Returning Officer or in person to the Chair.

i. Voting for single member positions shall be conducted through a preferential voting system whereby candidates are numbered from one to the number of

nominees. The candidate with the lowest tally is declared excluded and the votes distributed to remaining candidates in accordance with the preferences of each vote until only one candidate is remaining, who will be declared elected.

j. Voting for multiple member positions shall be conducted by a Hare-Clark preferential voting system whereby candidates are numbered from one to the number of nominees. The quota for election shall be set as the number of formal votes cast divided by one greater than the number of positions open to election, plus one, rounded up. If a candidate's tally exceeds the quota for election then that candidate is declared elected and a transfer value will be determined and distributed in accordance with the next preference. If no candidate's tally exceeds the quota for election, the candidate with the lowest tally is declared excluded and the votes distributed to remaining candidates in accordance with the preferences of each vote. If the number of remaining candidates is equal to the number of unfilled positions, all remaining candidates shall be declared elected.

k. In the case of a tie at any point in the counting of the votes, the candidate with the least first preference votes shall be excluded. If the candidates are still tied, the chair of the meeting shall have the casting vote.

l. If only two nominations are received, voting may be conducted through either a show of hands or, if requested by a member who is present at the meeting, a secret ballot. In the case of a tie, the chair of the meeting shall have the casting vote.

8. MINUTES

a. Proper minutes of all proceedings of General meetings of the Association and of meetings of the Committee, shall be entered within one month after the relevant meeting in minute books kept for the purpose.

b. The minutes kept pursuant to this rule:

   i. In respect of a General meeting, must be confirmed at the next GM;
   ii. In respect of a Committee meeting, shall be deemed confirmed unless a member of the Committee notifies the Secretary in writing or email of a dispute as to their accuracy within seven days of their posting;
   iii. In respect of a sub-committee meeting, shall be deemed confirmed unless a member of that sub-committee notifies the Assistant of that sub-committee in writing or email of a dispute as to their accuracy within seven days of their posting.

c. The minutes kept pursuant to this clause shall be signed by the Chair of the GM at which the proceedings took place or by the Chair of the next succeeding GM at which the minutes are confirmed.

d. Where minutes are entered and signed they shall, until the contrary is proved, be evidence that the meeting was duly convened; that the proceedings were duly conducted; and that all resolutions and appointments made at a meeting were duly made.

e. Following an AGM the minutes of the preceding AGM, and all meetings of the Association, Committee, and subcommittees (if any) held during the period between those AGMs, shall be provided to The University of Adelaide Archives.

9. DISPUTE RESOLUTION

a. The dispute resolution procedure set out herein applies to disputes between:

   i. a member and the Association; or

   ii. a member and the Committee or Executive.

b. The parties to the dispute must meet and discuss the matter in dispute and, if possible, resolve or conciliate the dispute within 14 days after the dispute comes to the attention of all of the parties to the dispute or to the attention of the President or Sergeant-At-Arms.

c. If the parties are unable to resolve or conciliate the dispute at the meeting the parties may choose to meet and discuss the dispute before an independent third person/s agreed to by the parties, or absent agreement, a person/s determined by the Head of the Faculty of Science.

10. FINANCIAL REPORTING

The Association shall keep and retain such accounting records as are necessary to correctly record and explain the financial transactions and financial position of the Association.

11. PROHIBITION AGAINST SECURING PROFITS FOR MEMBERS

The income, capital, and property of the Association shall be applied exclusively to the promotion of its objects and no portion shall be paid or distributed directly or indirectly to members or their associates except as bona fide remuneration of a member for services rendered or expenses incurred on behalf of the Association.

12. WINDING UP

The Association may be wound up upon the special resolution of the Association at a GM.

13. APPLICATION OF SURPLUS ASSETS

Upon winding up of the Association, net assets (residual amount after all outstanding expenses are paid) are to be transferred to the Faculty of Sciences.

14. CONSTITUTIONAL PROCEDURE

a. This Constitution may be altered (including an alteration to the Association's name) by special resolution of the members of the Association, subject to 7.5, but shall require a two thirds majority of votes cast.
b. This Constitution shall bind the Association and every member of the Association.
c. Subject to any provision in this Constitution or a resolution to the contrary, an alteration to this Constitution comes into force at the time that the alteration is passed.

Passed this Thursday 6th day of November 2025

President Daniel Hassan Dff **Secretary** _____