

SPACED Constitution

1.0 Name

- 1.1 The name of the club shall be the *Scientific People's Association Containing Every Discipline* (SPACED).

2.0 Definitions

Hereafter:

- 2.1 "Club" shall mean SPACED;
- 2.2 "CA" shall mean the Adelaide University Clubs Association Incorporated;
- 2.3 "Union" shall mean the Adelaide University Union Incorporated;
- 2.4 "Constitution" shall mean the Constitution of the Club;
- 2.5 "University" shall mean the University of Adelaide;
- 2.6 "Committee" shall mean the Committee of the Club;
- 2.7 "Executive" shall mean the Executive Committee of the Club;
- 2.8 "GM" shall mean a General Meeting or any properly convened meeting of the Club;
- 2.9 "AGM" shall mean the Annual General Meeting of the Club;
- 2.10 "Academic Day" shall mean a day which the University of Adelaide conducts lectures in a majority of Faculties;
- 2.11 "CA Student Membership" shall mean a CA Student Member as defined by the CA Constitution, or if such a provision does not exist in the CA Constitution, a student of the University who is a member of the Union;
- 2.12 "CA Membership" shall mean CA Membership for an individual as defined by the CA Constitution, or if such a provision does not exist in the CA Constitution, an individual who may join a CA affiliated club;
- 2.13 "office" shall mean an elected position in the Club provided for in Section 6.1 of the Constitution;
- 2.14 "officer" shall mean a member who has been elected to an "office";
- 2.15 "President" shall mean the President of the Club;
- 2.16 "Secretary" shall mean the Secretary of the Club;
- 2.17 "Treasurer" shall mean the Treasurer of the Club;
- 2.18 "Vice-President" shall mean the Vice-President of the Club;
- 2.19 "School" shall mean the School of Chemistry and Physics;
- 2.20 "AIP" shall mean the Australian Institute of Physics – South Australian Branch; and
- 2.21 "ASSA" shall mean the Astronomical Society of South Australia Inc.

3.0 Objectives of the Club

3.1 The primary objectives of the Club are:

- To foster an appreciation and enjoyment of *theoretical and practical science*, in members of the University community and the general public;
- To encourage better formal and informal relationships between members; and
- To conduct such activities as the Club deems desirable, providing such activities are not contrary to the Constitution or the CA Constitution or Regulations.

4.0 Affiliation

4.1 The Club shall be affiliated with:

- The CA;
- The School; and
- The AIP.

5.0 Membership

5.1 Membership of the Club shall be open to individuals who qualify for CA Membership providing the majority of the members of the Club qualify for CA Student Membership;

5.2 A person eligible for membership, upon paying the prescribed fee as stipulated in Section 6.1 of the Constitution to an officer of the Club, shall become a member of the Club; and

5.3 Those members as deemed so by the committee at any AGM or SGM shall be honorary members of the Club.

6.0 Membership Fee

6.1 The Club's membership fee shall be determined by the IGM and each AGM;

6.2 The membership fee shall provide membership until the commencement of the subsequent academic year; and

6.3 Honorary members of the Club are exempt from membership fees.

7.0 Termination of Membership

7.1 A member of the club, upon a resolution of a SGM called for the purpose of receiving the support of two-thirds of the Club members present, providing that member, the subject of the motion, has received notice of the motion, in writing, at least fourteen days prior to that meeting, shall be:

- Reprimanded;
- Suspended from the Club for a period fixed by that meeting; or
- Expelled from the Club and have their membership terminated forthwith.

7.2 A member of the club shall terminate their membership of the club upon:

- The Committee accepting a letter of resignation from that member; or
- The passing of a resolution pursuant to Section 7.1 above of the Constitution.

8.0 The Committee

8.1 The Committee shall consist of:

- The President;
- The Vice-President;
- The Secretary;
- The Treasurer;
- The CA Delegate;
- Representatives for each of first, second and third year;
- The Webmistress/Webmaster; and
- Any other fee-paying members of the Club who are voted onto the Committee at the AGM or a SGM.

8.2 The Committee shall also have as ex-officio, non-voting members:

- The immediate past President; and
 - The members of the CA Executive who are members of the Club.
- 8.3 The Committee shall act on behalf of the Club between GMs of the Club providing such actions are not contrary to the Constitution or a resolution of a GM.
- 8.4 The President shall act on behalf of the Club between Committee meetings providing such actions are reported to the Committee, which may confirm, reverse or vary the validity of such actions.
- 8.5 The CA Delegate shall represent the Club in matters concerning the CA and shall attend each meeting of the CA Council and CA Executive as required.
- 8.6 The President, or in their absence the Vice-President, shall call meetings of the Committee.
- 8.7 Upon receiving a written petition of three voting Committee members, the President, or in their absence the Vice-President, shall call a meeting of the Committee within 14 days.
- 8.8 The quorum of a Committee meeting shall be five distinct voting members of the Committee.
- 8.9 Decisions of the Committee shall be by substantive motion and shall be minuted.
- 8.10 The minutes of the Committee meeting shall include the names of the persons that attended that meeting.
- 8.11 The Committee shall have the power to make administrative decisions, which shall be binding unless altered or reversed by a GM of the Club.
- 8.12 The Committee shall have the power to make regulations necessary to put into effect this constitution, provided that such regulations are not consistent with this Constitution and the objectives of the Club.
- 8.13 The Committee shall have the power to fill any casual vacancies created during its term of office, following the AGM, subject to confirmation at a GM of the Club.
- 8.14 The Committee shall hold an AGM following the commencement of the academic year by March 31st of that year.
- 8.15 The Committee shall provide to the CA by March 31st each year a:
- Completed CA Contact List;
 - List of officers of the Club which shall include the name, ~~home~~ address, telephone number and Union status of each officer; and
 - List of members of the club name, union status and contact department for student members, staff status for Staff Members or CA Honorary Membership number for Honorary members.

9.0 The Executive

- 9.1 The Executive shall consist of:
- The President;
 - The Vice-President;
 - The Secretary; and
 - The Treasurer.
- 9.2 The President shall, where possible, chair all Committee and General meetings of the Club, or in their absence, chair of the meeting will follow in the order of precedence set out in Section 8.1 above.

- 9.3 The Treasurer shall receive all monies from subscription or other sources, and shall disburse same for, and on account of, the Club.
- 9.4 The Executive shall have the power to make recommendations to the Committee.
- 9.5 The Executive shall have the power to act in emergency without first obtaining the approval of the Committee, provided that the Committee may dissent with the decision of the Executive.
- 9.6 In the event the President is unable to fulfil their duties, the Executive shall have the power to promote, in the order of precedence set out in Section 8.1 above, members of the Executive to Acting President subject to ratification at GM.
- 9.7 The Executive shall have the power to appoint working groups from within the membership to perform duties associated with a specific agenda. Such working groups shall, at all times, be answerable to the Executive.

10.0 Termination of Membership of the Committee

- 10.1 A member of the Committee shall cease to be a member of the Committee if:
- The President or Vice-President receives a letter of resignation from that member;
 - The member is absent, without leave of absence being granted by resolution of the Committee, for three consecutive meetings of the committee of which the member was notified;
 - Upon termination of membership of the Club; or
 - A resolution of a SGM called for the purpose, is supported by a two-thirds majority of Club members present, expresses No-Confidence in that Committee member.

11.0 Terms of Office

- 11.1 The Committee shall meet at least once per term during the Academic year.
- 11.2 The office of the Committee shall begin immediately upon the closing of the AGM.
- 11.3 The Term of Office for a co-opted Committee member shall be three months, by which time a GM must be called to ratify the continuation of the position to full term.

12.0 General Meetings

- 12.1 A GM of the Club shall be the ultimate decision-making body of the Club and shall have the power to direct the Committee and the officers of the Club.
- 12.2 The Club shall have at least one General Meeting, not including the AGM, during each academic year.
- 12.3 The President, or in their absence the Vice-President, shall call a GM:
- On their own volition;
 - At the direction of the Committee; or
 - Within fourteen days of receiving a petition calling for a GM from:
 - Three voting Committee members; or
 - Seven Club members.

- 12.4 GMs shall be conducted in accordance with the CA Standing Orders.
- 12.5 The quorum of a GM shall be ten voting members.
- 12.6 The minutes of each GM shall include a list of those persons that attended that meeting and a signed attendance list.
- 12.7 The Treasurer shall submit to each GM a financial statement.
- 12.8 Members of the Club shall be informed of a GM of the Club at least seven days before the meeting by a notice of the meeting that includes the time, date and place of the meeting.
- 12.9 Minutes of each GM, including an AGM or SGM, shall be provided to the CA and shall include copies of reports presented to that meeting.

13.0 The Annual General Meeting

- 13.1 The AGM shall be held before March 31st within the academic year in order to:
 - Receive reports from the officers of the Club;
 - Receive the Annual Financial Statement (the financial year ending not more than two weeks before the AGM);
 - Elect the officers of the Club as provided for in Section 8.1 of the Constitution; and
 - Transact other such business that may be conducted at a General Meeting.
- 13.2 The AGM shall be held on an Academic Day not less than ten Academic Days after a holiday of more than one week duration at a venue on a campus of the University or in the City of Adelaide.
- 13.3 Nominations for elected office shall be received until such time as the Returning Officer closes the nominations for each position at the AGM.
- 13.4 Members of the Club shall be eligible to nominate.
- 13.5 The offices elected at an AGM shall take office within fourteen days of that AGM unless the President, or in their absence the Vice-President, receives a petition from ten members requesting a SGM to contest the conduct of that election within fourteen days, and such a petition shall list the grounds for contesting the conduct of that election, upon which the President, or in their absence the Vice-President, shall call a SGM to be held within fifteen Academic Days.
- 13.6 A SGM called pursuant to Section 13.5 above which rules with at least two-thirds majority of the members present that an election was invalid shall endorse the result of that election and those officers shall take office within seven days of that meeting.
- 13.7 If insufficient nominations are received at an AGM to fill all the offices of the Club, the Committee shall have the power to co-opt members of the Club to fill the offices that remain unfilled at the time of the AGM.
- 13.8 The quorum of an AGM shall be 10 voting members.
- 13.9 Voting for an election shall be by secret ballot and the optional preferential method.
- 13.10 The Committee shall appoint a member, who shall not be a candidate, to act as the Returning Officer.
- 13.11 Notice for the AGM shall be given to the members of the Club and the CA at least fourteen days before the AGM. The Committee shall ensure

the notice details the time, date and place of the meeting as well as the offices of the Club members may nominate are:

- Given to each member;
- Posted on four prominent Union notice boards; and
- Given to the CA President.

14.0 Special General Meetings

14.1 A SGM shall be called if:

- It is desirable to dedicate a GM to one purpose;
- A motion of No-Confidence in an officer of the Club is to be considered;
- The result of an election is to be challenged pursuant to Section 13.5 of the Constitution.

14.2 A motion of No-Confidence that is supported by at least two-thirds of the members present at a SGM shall terminate the office of that officer forthwith and the President, or in their absence the Vice-President, shall call another GM to elect another member to hold that office within fifteen Academic Days.

14.3 An SGM must be called within ten Academic Days should the Secretary receive a written request from at least ten voting members of the Club. The request shall state the exact purpose of the meeting. The quorum for such meeting must include at least seven of the petitioning members.

15.0 Finances

15.1 The Treasurer shall be responsible for the keeping of the financial records of the Club, which shall be maintained in a current and accurate form, and shall present a report of the current state of the Club finances to each Committee and General Meeting.

15.2 The financial Records of the Club shall be available for inspection by an officer of the Executive of the CA within two working days upon receiving written notice from an officer of the CA detailing a resolution of the CA Executive making such a request.

15.3 The Club shall keep a bank account at Bank SA, University of Adelaide campus branch, for the purpose of holding the funds of the Club.

15.4 The Signatories of the Club's bank account shall be the President, Vice-President, Secretary and Treasurer, of which two of the four shall be the authority to draw on the account.

15.5 The Treasurer shall present a financial statement at the AGM, which shall detail each financial transaction made on behalf of the Club from the time of the previous AGM.

15.6 The Treasurer shall give a copy to the CA of the annual financial statement presented to the AGM.

15.7 A payment shall not be made on behalf of the Club without the Committee or a GM passing a resolution expressly approving the payment and the reason for the payment.

15.8 The Committee shall report to each Gm the financial decisions made by the Committee from the time of the last GM.

16.0 ~~Trustees upon Winding Up~~

16.1 In the event that the Club winds up or lapses, the assets remaining, after the paying of debts and liabilities, shall be transferred to the CA, and those assets shall be used by the CA in accordance with the CA Constitution.

17.0 Interpretation and Enactment

17.1 A question of interpretation of the Constitution shall be determined by a GM.

17.2 This Constitution shall take effect and be deemed enacted as from the time of adoption by a SGM of the Club.

18.0 Constitutional Amendments

18.1 The Constitution shall be amended by resolution supported by at least two-thirds of members present at a SGM or AGM providing, at least fourteen days before the meeting, members of the Club and the CA have been given a copy of the proposed constitutional amendments.