Constitutions

Of

Australian National University

Asia Pacific Studies Society
CONSTITUTION

1 Reference

1.1 Name and Establishment

a) There is established an association, known as The Australian National University Asia & Pacific Studies Society (formerly the Asian Studies Students’ Society), herewith referred to as ‘The Society’ for the purposes of this document.

2 Interpretation of Terms

2.1 Terms of Reference

Unless explicitly stated otherwise,

a) ‘ANU’ refers to The Australian National University

b) ‘college’ refers to College of Asia and the Pacific

c) ‘Deputy Position’ means a position deputized under an existing executive position as per section 6.

d) ‘executive’ refers to the office bearers of elected positions of the executive body of the society as per Section 6.

e) ‘financial year’ means the year beginning 1 July and ending 30 June.

f) ‘meetings called by the executive’ refers to an annual general meeting (AGM), or any other meeting as called by the executive open to all members of the society where votes are cast.

g) ‘members’ refers to those paid and honorary members of the society.

h) ‘meetings of the executive’ refers to meetings between the executive for the purposes of discussing operations of the society.

i) ‘regulation’ refers to the regulations contained in this document.

j) ‘SA’ refers to the Australian National University Students Association (ANUSA).
3 Object

3.1 The objects of the society are to

   a) Foster and promote both knowledge and awareness of Asian and
      Pacific Studies to the ANU community, and the wider community
      generally, through publications, communal events, and other activities

   b) Bring together students, scholars, former students, former scholars and
      relevant groups and associations related to the fields of Asian and
      Pacific Studies for the purposes defined in 3.1.a.

3.2 The assets and income of the society must be applied exclusively to the
promotion of its objects and no portion will be paid or distributed directly or
indirectly to members except for expenses incurred on behalf of the Society

4 Interpretation

4.1 Whoever presides at a meeting of the Society may interpret this Constitution
and the Regulations made under it for the purposes of the meeting, and the
Secretary, with concurrence of the President, may interpret them at any other time.

4.2 Where agreement cannot be reached or where a decision has been made and
twenty current members of the society object to that decision in writing, an appeal
can be lodged with the Grants and Affiliations Committee of the ANU Student
Association

4.3 This Constitution may be amended by a resolution carried by a two-thirds
majority of full members present and voting at a General Meeting of the Club in
concurrence with a majority vote from the executive.

5 Members

5.1 Eligibility for membership of the society

   a) General membership will be open to all interested individuals at a
      reasonable price set by the executive no later than February 01 each
      calendar year.

   b) Honorary membership will be offered by the executive to individuals
      whom are deemed to be held in high repute in the field of Asian
      Studies and the Asian Studies community, and whose involvement
      with the society is deemed beneficial to its image and the pursuit of its
      objectives as stated in Section 3.
1. The fee applicable in 5.1.a is not applicable in 5.1.b.
2. Members as defined in 5.1.b do not have voting rights
3. Members as defined in 5.1.b is subject to 5.1.c.

c) Membership of the society ceases on the first academic date, as set by ANU.

1. 5.1.c applies to the executive, except where provisions are made at meetings relating to office duties in the interim academic and teaching period for the provision of continued operation of the society.

5.2 No other class of membership exists

5.3 Members whom have joined one hour prior to the planned commencement of an AGM will have voting rights only after the conclusion of that AGM.

5.4 A roll recording the name and membership number of all Club members, and the student number of all full members, is to be held and kept up to date by the Executive.

6 The Executive

6.1 The executive members are elected during the AGM by a majority agreement amongst the society’s non-executive members.

a) Where majority agreement cannot be reached as per 6.1, the majority vote of the executive members will be deemed acceptable.

b) Where majority agreement cannot be reached as per 6.2, the secretary will have the final decision.

6.2 The total number of individual executive positions that exist in the executive of the society are eight (8). Six (6) are responsible for the administration of the society generally, whereas two (2) are responsible for the administration and operation of society publications as per section 7.

6.3 The Executive is to be elected at each Annual General Meeting of the Club by a vote involving the full members, but not honorary members, of the Club.

6.3 The executive members of the society must pursue, and not breach, the terms outlined in section 3.

6.4 The executive members of the society will be responsible for the administration and operation of the society.
a) The president is responsible for the general establishment and leadership of the society. The president will make official representation of the society in dealings with other groups and organizations where significant equitable transaction occurs. The president is responsible for the sustainability of the society for the next period structurally, financially and inherently. The president coordinates the society internally and externally in administration and operation. The president may delegate duties to other executive members, and has the final say with regards to the selection of the representative outlined in 6.5.b where agreement with the secretary is unanimous.

1. The president has the power to co-opt ordinary members, through majority agreement of the executive, to a deputy position within the executive.

b) The vice-president is responsible for assisting the president in official duties. The vice president makes representation where the president is unable. The vice president is responsible for ensuring that the operation of the society is executed in a clear and consistent manner.

c) The Secretary is responsible for the administration of the society. The secretary will make notes, minutes and agenda where it relates to meetings within the society and between other individuals, groups and bodies. The secretary is responsible for maintaining current membership lists and email lists.

d) The treasurer is responsible for the financial administration of the society. The treasurer will ensure that financial commitments of the society do not exceed the limitations of the society, nor jeopardise the future survival and sustainability of the organisation. The treasurer will ensure that financial records are current. The treasurer is responsible generally for the provision and safekeeping of petty cash between and during events. The treasurer makes representation to the society’s bank, and to the Student Association with regards to financial matters. The treasurer may make representation to current and potential financial sponsors of the organization.

e) The sponsorship officer is responsible for relationships between the society and its financial and non-monetary stakeholders with regards to monetary and non-monetary sponsorship. The sponsorship officer will seek out monetary and non-monetary contributions from potential individuals, groups and bodies. The sponsorship officer may make representation of the society to potential donor bodies with regards to
incentives for sponsorship, such as advertising, events, and other related inducements.

(1) The social officer is responsible for the relationships between the society and its stakeholders. The social officer will ensure that communication of a clear and consistent nature exists between the society and its members, the aim of which will be to keep members informed of the activities of the society.

6.5 There exists one extraordinary executive position and one representative position within the executive.

a) The extraordinary executive position of SA delegate shall be filled by no more than two (2) representatives from the SA, ordinarily composing of those elected to the position of College Representative.

1. The SA delegate is responsible for representing the SA and its interests to the society, and fostering the relationship and coordination between the activities of the SA, the college, and the society.

2. The SA delegate may not make any binding representation of the society except to the SA, and only when the executive has previously agreed. The College Representative is not responsible for any administration or operation of the society.

3. The SA delegate is encouraged to participate in meetings to the extent outlined in 6.a.2

b) The position of college representative shall ordinarily be comprised of a staff member(s) under the administrative umbrella of the college.

1. The college representative is responsible for representing the college and its interests to the society, and fostering the relationship and coordination between the activities of the society and the college,

2. The college representative may not make any binding representation of the society except to the college, and only when the executive has previously agreed. The college representative is not responsible for any administration or operation of the society.

3. The college representative is encouraged to participate in events and meetings to the extent outlined in 6.b.2, in pursuit of the terms outlined in Section 3.
c) Membership of the executive as outlined in 6.5 is not affected by article 6.1, however the term served by members defined in 6.5 is to be no longer than two academic years consecutively.

6.6 No elected member of the executive shall hold an elected position on any other society, unless unanimously approved by the elected executive.

7 Publications

7.1 The official publication of the society is so established and is named Monsoon, and published at least three times per year.

7.2 There exists two (2) positions responsible for the administration and operation of Monsoon.

a) The editor(s) are responsible for the timely, accurate and comprehensive publication of the society’s publications. This includes, but is not limited to, a sufficient number of articles and illustrations that promote the terms outlined in section 3, as well as physical and (where available) electronic distribution of the publication to the community generally.

1. The editor may make representation of the society to a printing business for the purposes outlined in 7.2.a.

2. Any cost related to 7.2.a must be approved by the president and the treasurer prior to any financial deductions by the society made for those purposes

8 General Meetings

8.1 An Annual General Meeting of the Club is to be held at least once each year, not more than 14 months after the previous Annual General Meeting of the Club, at which the members of the Executive of the Club are to be elected, and an Annual Report, statements of income and expenditure, and a current balance sheet are to be presented by the outgoing Executive.

8.2 A General Meeting of the Club may be convened no more than once each during each teaching period of the academic year at the discretion of the Executive.
8.3 A Special General Meeting must be called by the Executive within 10 academic days of being presented with a petition signed by 10 members of the Club setting out the purpose for which such a meeting is requested.

8.4 A quorum for an AGM is 10 members

8.5 Unless explicitly stated otherwise in this document, decisions of a General Meeting are passed by a simple majority of full members present in person who cast a vote.

8.6 The president is the chair of a general meeting. Where unavailable, the president has the power to delegate a chair in their absence.

8.7 The chair has a deliberative and casting vote.

8.8 Any resolution of a quorate General Meeting binds all members of the executive to the extent that the resolution directly relates to their activities as a member of the executive of the society.

9. Records Keeping

9.1 The executive is responsible for the safe and proper storage of its records.

9.2 The Affiliated Committee must make the records available at any time to the ANU Students Association Grants and Affiliations committee.

10. Incorporation

10.1 This constitution, and the executive, is subject to any conditions arising through public incorporation of the society.

11. Affiliation and Dissolution

11.1 The Society is affiliated with the ANU Students’ Association Grants and Affiliations Committee

11.2 This constitution is subject to the ANU Students’ Association Grants and Affiliations Committee Regulations or any amendment thereto, or special rules thereunder.

11.3 The Society must resolve by special resolution to cease its operations and dissolve.

11.4 Upon cessation its books, records and property must be surrendered to the ANU Student Association.