Constitution of
The Australian National University
Computer Science Students’ Association

Adopted at the Annual General Meeting on 5 October 2011
Amended at the Ordinary General Meeting on 21 March 2013

1 Name

1.1 Name of Association
The official name of the Association to which this Constitution applies is “The Australian National University Computer Science Students’ Association”.

2 Interpretation

2.1 Definitions
In this Constitution, unless the contrary intention appears:

- AGM means an Annual General Meeting held under Section 7.1;
- ANUSA means the Australian National University Students’ Association Inc.;
- associate member means a member admitted under Section 5.2, or an honorary life member who would not be eligible for full membership under Section 5.1;
- Association means the Association named in Section 1.1 above;
- Committee means the Committee of the Association as defined by Section 6.1;
- committee member means a member of the Committee;
- full member means a member admitted under Section 5.1, or an honorary life member who would be eligible for full membership under Section 5.1;
- GAC means the ANUSA Grants and Affiliations Committee;
• **general meeting** means an AGM, OGM or SGM;
• **honorary life member** means a member admitted under Section 5.2a;
• **member** means any full, associate or honorary life member of the Association;
• **OGM** means an Ordinary General Meeting held under Section 7.2;
• **PARSA** means the Australian National University Postgraduate and Research Students’ Association Inc.;
• **President** means the President as defined in Section 6.1;
• **Secretary** means the Secretary as defined in Section 6.1;
• **SGM** means a Special General Meeting held under Section 7.3;
• **student** means any student of the University who is a member of ANUSA or PARSA;
• **Treasurer** means the Treasurer as defined in Section 6.1;
• **trustees** has the meaning given by Section 6.1;
• **University** means the Australian National University.

2.2 **Meaning of other terms**

Any term not defined in this Constitution has the same meaning as in the ANUSA Constitution and Regulations, and the Statutes, Rules and Orders of the University, unless the contrary intention appears.

3 **Affiliation**

3.1 **Affiliation with ANUSA and PARSA**

The Association is affiliated to the ANUSA GAC and PARSA. The Association must fulfill its obligations under the ANUSA Grants and Affiliations Regulations, and anything in the Constitution which is inconsistent with the ANUSA Grants and Affiliations Regulations is null and void to the extent of the inconsistency.

3.2 **Use of assets and income (non-profit clause)**

The assets and income of the Association shall be used only for the promotion of the Association’s objectives and no portion may be paid or transferred directly or indirectly to members except as:

(a) bona fide remuneration for services rendered by the members to the Association;

(b) repayment of expenses incurred on behalf of the Association;

(c) interest at a rate not exceeding interest at the rate for the time being which is or would be charged by the Association’s bankers for money lent to the Association;

(d) bona fide rent for premises let to the Association.
3.3 Dissolution

The Association may be dissolved by a resolution of the current membership carried by a three-quarters majority at a general meeting, or when it ceases to operate due to no members being elected to the Committee, or when it ceases to function through natural attrition. In the event of the Association being dissolved, any excess assets, property, funds or money remaining after all debts and liabilities are paid shall not be given to members but shall be given or transferred to ANUSA.

4 Aims and Objectives

4.1 Aims and objectives of the Association

The aims and objectives of the Association are to:

(a) encourage a vibrant student community within the Research School of Computer Science;

(b) provide social and academic opportunities for students of computer science, software engineering, information technology and related fields;

(c) inform members of news, events, competitions, research, financial opportunities, University activities, or anything that may benefit members personally, academically or professionally.

5 Membership

5.1 Full membership

Full membership of the Association is open to all ordinary members of ANUSA and PARSA who have paid the full membership fee.

5.2 Associate membership

Associate membership of the Association is open to all other persons, subject to approval by the Committee, who have paid the associate membership fee. Associate members are ineligible to vote at any general meeting (except when voting for a Committee member in accordance with a resolution under Section 6.3 that permits associate members to vote), may be charged a higher membership fee and may be charged a higher fee to attend Association events, but otherwise have the same rights as full members.

5.2a Honorary life membership

(1) Honorary life membership may be confered upon a person by a resolution carried by a two-thirds majority of full members present and voting at a general meeting.

(2) Honorary life membership shall be conferred in recognition of outstanding service to the Association. Honorary life members shall be considered trusted advisors to the Association, and the Committee may seek the advice of honorary life members as required.

(3) Honorary life members shall not be charged a membership fee.
5.3 **Suspension or withdrawal of membership**

Membership may be suspended or withdrawn by a resolution carried by a three-quarters majority of full members present and voting at a general meeting. Any such decision may be appealed to the GAC, whose decision is final.

5.4 **Membership roll**

A roll recording the name, membership number, student number (if applicable), email address and signature of all members is to be maintained and kept up to date by the Committee.

5.5 **Duration of membership**

A person becomes a member immediately upon signing the membership roll and paying the requisite membership fee, and, unless the person is a committee member or honorary life member, ceases to be a member at the end of the year.

5.6 **Membership fees**

The Committee shall have the power to determine membership fees. The Committee may, at its discretion, exempt a person from paying the membership fee, or permit a person to pay a reduced membership fee.

6 **The Committee**

6.1 **Constitution of the Committee**

The Committee consists of the Association trustees, being the President, the Treasurer and the Secretary, any members elected to fill positions under Section 6.3, and any members appointed or co-opted under Sections 6.9 or 6.10.

6.2 **Duties of trustees**

The trustees’ duties shall be as determined by the Association by resolution at a general meeting, in addition to the duties set down in the ANUSA Grants and Affiliation Regulations.

6.3 **Additional committee members**

The Association may, by resolution at a general meeting, create or abolish any additional positions on the Committee, prescribe the method of electing members to the positions (including the method of voting and the persons eligible to nominate and vote for the position), and determine their duties.

6.4 **Qualification for membership**

All committee members must be members of the Association, and an absolute majority of committee members must be full members.
6.5 Term of office

Unless otherwise determined by a general meeting, or otherwise provided for by a resolution under Section 6.3, committee members shall hold office from two weeks after their election, until two weeks after the election of their successors. Committee members who were appointed or co-opted under Sections 6.9 or 6.10 shall be considered to have been elected at the previous AGM, and their terms expire accordingly.

6.6 Election of the Committee

The trustees, and, unless otherwise provided by resolutions under Section 6.3, all other committee members, are to be elected at the AGM via plurality voting using a secret ballot. Nominations may be given in writing to the Secretary or other returning officer designated by the Committee, or may be made from the floor.

6.7 Holding of Committee meetings

The Committee shall hold meetings at least once during each teaching period of the academic year, when and where the Committee sees fit. The Committee may determine the methods and rules by which its meetings are to be conducted, including the conduct of a meeting by electronic means.

6.8 Quorum of Committee meetings

The quorum for a Committee meeting is the next whole number above half the number of committee members.

6.9 Co-optation

The Committee has the power to co-opt members as it sees fit.

6.10 Filling of vacancies

The Committee has the power to fill any vacant positions in the Committee that may occur between elections. The Committee may also assign the powers and responsibilities relating to a vacant position to other committee members.

6.11 Failure to attend meetings

If a committee member fails to attend three consecutive meetings of the Committee without reasonable excuse and without the leave of the Committee, the Committee may declare their position vacant.

6.12 Removal of Committee member

The Association may remove a committee member from their position through a resolution carried by a three-quarters majority at a general meeting, and fill the resulting vacancy in accordance as if conducting an election at an AGM.
6.13  **General powers of the Committee**

The Committee has the power to do all things it believes to be in the best interests of the Association. The Committee may establish subcommittees under whatever terms it sees fit, and may delegate its powers.

6.14  **Circulating resolutions**

The Committee may pass a resolution without holding a meeting if a copy of the proposed resolution is circulated to all committee members, and the resolution is approved by an absolute majority of the committee members, in accordance with the procedures of the Committee. The Committee may determine that the approval of a higher number of members is necessary to pass a resolution under this section, in which case the resolution is passed upon receiving approval from that number of members.

6.15  **Committee members bound by resolutions**

Individual committee members are bound by all resolutions of the Committee to the extent that the resolutions directly relate to their activities as a committee member.

6.16  **Committee actions subject to general meetings and regulations**

In exercising any of its powers under this Constitution, the Committee is subject to this Constitution, any resolutions of a general meeting, and the ANUSA Grants and Affiliations Regulations.

7  **General Meetings**

7.1  **Annual General Meetings**

An Annual General Meeting of the Association shall be convened by the Committee at least once each year, not more than 14 months after the previous AGM, at which the Committee shall present an Annual Report, statements of income and expenditure, and a current balance sheet, elections for committee members shall be conducted, and any other business may be dealt with.

7.2  **Ordinary General Meetings**

An Ordinary General Meeting of the Association may be convened at the discretion of the Committee, but no more than once during each teaching period of the academic year.

7.3  **Special General Meetings**

A Special General Meeting of the Association must be convened by the Committee within 14 days (excluding days outside of a teaching period) upon being presented with a petition signed by 10 members of the Association setting out the purpose for which such a meeting is requested.

7.4  **Notice of general meeting**

The Committee shall give 14 days notice of a general meeting to all members via email.
7.5 Quorum of general meeting
The quorum for a general meeting is 10 members.

7.6 Voting at general meeting
Unless otherwise provided for in this Constitution, decisions of a general meeting are by a simple majority of full members present in person who cast a vote.

7.7 Chair of general meeting
The President must, where possible, chair, or appoint another member to chair, a general meeting. Where this is not done, those full members present must elect a member to chair. The Chair has a deliberative and casting vote.

7.8 Conduct of general meeting
Unless otherwise determined by the Association, the Chair is to conduct the general meeting in accordance with the ANUSA Standing Orders Regulations. A breach of the Regulations that is minor or technical in nature does not invalidate any actions of the general meeting.

7.9 Only full members permitted to vote
Only full members shall be permitted to vote, except when voting for a Committee member in accordance with a resolution under Section 6.3 that permits associate members to vote. The Chair shall take all reasonable measures to ensure that only full members cast votes.

7.10 General meetings to be held in teaching period
All general meetings shall be held during a teaching period.

7.11 Proxy voting
Proxy voting shall not be permitted.

7.12 Committee members bound by resolutions
Individual committee members are bound by all resolutions of a general meeting to the extent that the resolutions directly relate to their activities as a committee member.

8 Interpretation and Amendment

8.1 Disputes over constitutional interpretation
If a dispute arises as to the interpretation of this Constitution, or a dispute arises for which there is no provision made in this Constitution, the matter must be referred to the GAC, whose decision is final.

8.2 Amendment of Constitution
This Constitution may be amended by a resolution carried by a two-thirds majority at a general meeting.
8.3 Notice of amendments

Any proposed amendments to this Constitution shall be sent to the Committee at least 7 days prior to the general meeting at which it is to be considered. The Committee shall send notice of all proposed amendments to all members, via email, at least 3 days prior to the general meeting. An amendment must not be considered at a general meeting if it has not been submitted and notified in accordance with this section.

8.4 Referendums

The Association may, by resolution at a general meeting, require a referendum on any proposed amendment, to be conducted in accordance with the resolution.

8.5 Rectification of amendments

Amendments to this Constitution are subject to rectification by the GAC.