

UNIVERSITY OF NEW SOUTH WALES
SCHOOL OF ELECTRICAL ENGINEERING

CONSTITUTION
of the
ELECTRICAL ENGINEERING SOCIETY

NAME

(1) The name of the society shall be "The University of New South Wales ELECTRICAL ENGINEERING SOCIETY" being hereinafter referred to as ELSOC.

INTERPRETATION

(2) For the purpose of this Constitution, the following terms shall mean -

University - The University of New South Wales.

Union - The University of New South Wales Students' Union.

Executive Committee - The Executive Committee of ELSOC.

Member - Member of ELSOC.

School - School of Electrical Engineering.

OBJECTS

(3) The objects of ELSOC shall be -

(a) To promote and further a university spirit among its members.

(b) To initiate and provide social, educational and cultural activities for its members.

(c) To represent its members in all matters affecting their interests and to afford a liason between members and the University authorities.

(d) To stimulate an active interest in electrical engineering amongst its members.

(4) For the above purposes, ELSOC may carry out such activities, conduct such undertakings and do such acts as may be determined from time to time in such a manner as is provided by this Constitution.

MEMBERSHIP

(5) The following shall be eligible for the category of membership indicated -

(a) Members: All registered students of the School and members of the academic and administrative staff of the School.

(b) Associate Members: Members of such organisations connected with the University or its Schools as are approved by the Executive Committee.

- (c) Life Members: Graduates of the School upon payment of the life membership fee.
 - (d) Honorary Life Members: Persons so elected by a majority vote of a general meeting of ELSOC.
 - (e) Honorary Members: Persons being visitors to the University and so elected by a majority of the Executive Committee - such membership shall be limited to a period of six (6) months.
- (6) All members of all categories shall be entitled to the full rights and privileges of membership of ELSOC except that Associate Members shall not be entitled to vote at General Meetings.
- (7) Membership shall continue until determined in any of the following ways, namely -
- (a) Upon receipt of a notice of resignation signed by the resigning member by the Honorary Secretary of ELSOC, providing that all sums due to ELSOC from the said member have been paid.
 - (b) If the subscription of any member remains unpaid for a period of two (2) months after it becomes due, the member may be debarred from the privileges of membership by decision of the Executive Committee.
 - (c) Upon expulsion by decision of a General Meeting.

MEMBERSHIP FEES

- (8) (a) The membership fee of ELSOC shall be deemed as being included in the Union fee paid on enrolment in the University.
- (b) Honorary Members shall not be liable for fees and shall be deemed financial at all times.
- (c) The Life Membership fee shall be £ 4.00
- (d) The Associate Membership fee shall be £ 1.00

THE EXECUTIVE COMMITTEE

- (9) Subject to the decisions of a General Meeting, the management of ELSOC shall be vested in the Executive Committee which shall consist of -
- (a) The President, Vice - President, Honorary Secretary, Honorary Treasurer and Education Officer.
 - (b) The student representatives on Union Council, University Council, Faculty, ^{ies and boards of studies} who are members of ELSOC
 - (c) The Year Representatives.
 - (d) Persons co-opted as decided by the Executive Committee, including student members of other Faculties, Boards and Committees, as decided by the Executive Committee.

ELECTION OF OFFICE BEARERS AND THE EXECUTIVE COMMITTEE

- (10) (a) The President, Vice President, Honorary Secretary, Honorary Treasurer, Education Officer and Year Representatives shall be elected by members present at the Annual General Meeting of ELSOC. Nominations for these positions may be made in writing and submitted to the retiring Honorary Secretary one week prior to the Annual General Meeting. Nominations for these positions may also be made verbally at the Annual General Meeting, until nominations are declared closed by the Chairman at the Annual General Meeting.
- (b) Other office bearers may be appointed by the Executive Committee from its members (e.g. Assistant Treasurer, Social Secretary, Publicity Officer, etc.).

(11) All office bearers shall hold office from the time of their election or appointment until such time as they are replaced as provided for in this Constitution.

(12) In the event of any casual vacancy occurring in the office of an elected member of the Executive Committee through resignation or otherwise, the Executive Committee may fill such vacancy by appointing another person to the office, and such appointee shall hold office for the balance of his predecessors term of office.

(13) Patrons and Auditors may be elected at the Annual General Meeting, or appointed as necessary by the Executive Committee.

(14) If it should become necessary or desirable to appoint trustees, or a trustee of any real or personal property of ELSOC, such trustees shall be appointed at a general meeting of ELSOC.

MEETINGS

(15) The Annual General Meeting of ELSOC shall take place during the first session of the academic year. The Executive Committee may convene additional General Meetings when it considers fit.

(16) At least seven (7) days notice of any General Meeting shall be given by announcement posted by the Honorary Secretary on the School noticeboard.

(17) A quorum at any General Meeting of ELSOC shall be twenty (20) members.

(18) Should a quorum not be present one quarter hour after the scheduled time of commencement, the Meeting shall be adjourned for no less than seven (7) days and no more than twenty-one (21) days when, subject to clause (16), it shall be re-convened. Regardless of the numbers present, the Meeting as then convened shall have authority to deal with the business of the original agenda.

(19) At all General Meetings votes may be taken on the voices, but if any two members ask for a show of hands, or any ten members for a ballot, the vote shall be so taken. A simple majority shall prevail, except as provided for in clause (37).

(20) The Executive Committee shall meet at least six (6) times in each academic year.

(21) Special Executive Committee Meetings shall be called by the Honorary Secretary within fourteen (14) days of request by any four (4) members of the Executive Committee.

(22) At any Executive Committee Meeting not less than three (3) shall constitute a quorum.

POWERS AND DUTIES OF THE EXECUTIVE COMMITTEE AND OFFICE BEARERS

(23) The Executive Committee shall be responsible for the general conduct of the affairs of ELSOC.

(24) The Executive Committee may draw up and enforce such rules not inconsistent with this Constitution and/or The Technical Education and University of New South Wales Act, 1949-1958, and/or the Constitution of the University of New South Wales Students Union, as it considers necessary for the orderly conduct of ELSOC.

(25) The President shall normally preside over all meetings of the Executive Committee and all meetings and functions of ELSOC and shall have a vote, and in the case of an equality of votes a casting vote.

(26) If the President is absent, or does not desire or is unable to act, or if the office of President is vacant, the meeting shall appoint a Chairman who shall have the like rights and powers at the Meeting as the President.

(27) The Honorary Secretary shall attend to all correspondence of ELSOC and he shall cause to be kept an accurate record of the Minutes of all meetings of ELSOC and the Executive Committee.

(28) The Honorary Treasurer shall see that proper accounts are kept of invoices received and payments made and shall, if so required by the Executive Committee, produce a financial statement at Executive Committee Meetings. He shall present to each Annual General Meeting the Balance Sheet duly signed by the Auditor(s), if appointed, or the President, Honorary Secretary and Honorary Treasurer.

(29) The Auditor(s), if appointed, shall examine all accounts and the Annual Balance Sheet of ELSOC.

(30) The Executive Committee may at any time call for a Review of the position of any Executive Committee Member, should the majority of Executive Committee Members question the competence, efficiency and/or diligence of the said member in the performance of his duties. Any such Review will take place at an Executive Committee Meeting no less than two (2) weeks after written notice of the Review, and a statement of points to be raised at the Review have been given to the said member. The said member will be required to attend the Review or any Executive Committee Meeting prior to the Review, or submit either reasons in writing for not attending, or a written statement answering points and questions to be raised at the Review, no later than the date of the Review. At this time a vote of no confidence in the said member may be raised and passed by the majority of all Executive Committee members. Should the said member not attend, ^{and} not submit reasons in writing or statement as required above, or should a vote of no confidence be passed, then his office shall be declared vacant, subject to clause (12). The said member has the right of appeal against any decision made at the Review, in which case a General Meeting shall be called.

FINANCE

(31) No member shall incur any expenditure on behalf of ELSOC without the approval of the Executive Committee.

(32) All receipts issued by ELSOC shall be on the official receipt of ELSOC.

(33) All disbursements of ELSOC other than payments from Petty Cash, shall be in the form of cheques, which shall bear the signature of the Honorary Treasurer and the President or the Honorary Secretary.

(34) Fees shall become due on the first day of the Academic year.

(35) The financial year of ELSOC shall commence on the first day of January.

(36) As soon as possible in each year, but no later than 30th April, the Executive committee shall prepare a budget for the year's activities, and shall present such budget, together with the audited Balance Sheet of the ELSOC to the Honorary Secretary of the Union.

DISSOLUTION OF ELSOC.

(37) If the notice of intention to dissolve ELSOC is given to the Honorary Secretary by at least twenty percent of the members the Honorary Secretary shall, in not less than seven (7) days nor more than twenty-one days, convene a General Meeting with the item of dissolution the only item on the agenda. If the motion for dissolution is carried by a two-thirds majority of those present and provided those present constitute a quorum as provided under clause (17) ELSOC shall be dissolved. On dissolution the property of ELSOC shall henceforth be vested in the Student's Union, which shall proceed to wind up the affairs of ELSOC.

(38) The Council of the Student's Union may declare ELSOC dissolved provided that at least thirty days (30) notice shall have been given by prominent notice posted on University notice boards and by letter to the Registrar setting out the reasons in support of such intention and provided further that council shall not have been requested by the Registrar to withhold from making such declaration.

GENDER

(39) All clauses of the constitution pertain to both the male and female genders, and all pronouns of male gender are to apply to the female gender. ~~also~~.

AMENDMENT OF CONSTITUTION

(40) This constitution may be amended only by decision at a General Meeting of ELSOC.