

UWA Microbiology and Pathology Society Constitution

Current as at [10th April 2025]



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1. Name

- 1.1 The name of our Club shall be “UWA Microbiology and Pathology Society”.
- 1.2 Our Club may also be known as UWA MAPS or MAPS
- 1.3 Henceforth, our Club shall be referred to as “UWA MAPS”

2. Preliminary

- 2.1 UWA MAPS is a not-for-profit Student Club established pursuant to Chapter 5 of the Student Guild Regulations. UWA MAPS seeks to affiliate to the University of Western Australia Student Guild (“Guild”), Guild Societies Council and Public Affairs Council.
- 2.2 This Constitution shall govern the operation of the Club and is established pursuant to Rule 144 of the Societies Council Rules.
- 2.3 Where a capitalised term is used in this constitution but not defined, the definition shall be taken from the Society Council Rules. Where no such definition is available, the interpretation panel established under Article of 29 of this constitution shall have the power to determine the definition of the term in question.
- 2.4 In the event of inconsistency between this constitution and the Societies Council Rules, the provision of the Societies Council Rules shall prevail.

3. Objectives

- 3.1 The objective of our Club shall be to encourage and facilitate:
 - a. The pursuit of Microbiology, Pathology and related sciences at the University of Western Australia.
 - b. Community for students studying the aforementioned areas for discussion as well as a means for networking, and discussion of careers.
 - c. The actioning of our core values of Culture, Opportunity and Inclusivity.
 - d. Co-operation between our Club, and other affiliated societies representative of student interests.
 - e. To do all such things necessary and proper for the benefit or advancement of members of our Club.
 - f. To apply the property and income of the club solely to the promotion of its expressed objectives, and not, directly, or indirectly to its members, except in good faith and for the promotion of these objectives.
- 3.2 Our Club shall create a welcoming community of students which is inclusive to all, regardless of their degree, race, religion, sexual orientation or identification.
 - a. The Club and its committee must always act in a manner which gives no special treatment, favour, advantage or disadvantage to any group of people, and shall vigorously defend the right of all members to feel safe and accepted within the community.
- 3.3 Our Club shall seek to remain affiliated to the societies council.
- 3.4 Our Club shall seek to act in a way which promotes co-operation between our Club and other Affiliated Societies, the Societies Council, the Guild, and all of its Departments.
- 3.5 The club must comply with this constitution, all applicable statutes, by laws, rules, regulations, Standing orders and policies in force at any given time.

4. Ordinary Membership

- 4.1 Ordinary membership shall be confined to:
 - a. Members of the Guild

- b. Associates of the Guild
- c. Honorary Life Associates of the Guild
- d. Members of the University Senate
- e. Members of the University Staff
- f. Students enrolled at the University of Western Australia.
- g. Honorary Life Members

5. Associateship of the Club

5.1 The Club in General Meeting may from time to time admit persons to associateship that are, or have been:

- a) Members of the Guild
- b) Associates of the Guild
- c) Honorary Life Associates of the Guild
- d) Members of the University Senate
- e) Members of the University Staff
- f) Students enrolled at the University of Western Australia.

6. Subscriptions

6.1 The Annual subscription for ordinary membership shall be a minimum of \$4.00 (with \$2.00 Guild discount).

7. Honorary Life Memberships

7.1 The Club may in General Meeting by two-thirds majority of those present and voting confer Honorary.

Life Membership upon any member who has performed outstanding service to our Club.

8. Primacy of Ordinary Members

8.1 Members other than Ordinary Members shall not:

- a) Be voting members of the Club.
- b) Nominate candidates for the offices and Committee of the Club.
- c) Become or remain office bearers of the Club.
- d) But shall otherwise have all the rights and privileges of ordinary membership.

9. Meeting of the Club

9.1 The Club shall hold its Annual General Meeting in Week 7 of each academic year. There shall be 2 Ordinary General Meeting(s) of the club in each academic semester.

9.2 The Committee may at any time call a Special Meeting of the Club. The Secretary shall forthwith call a Special Meeting upon receiving a written requisition from at least 2 financial ordinary members of the Club, and such a meeting shall be held no later than ten days immediately following receipt of such a requisition.

9.3 If the Secretary fails to call the meeting within that time, any of the signatories of the requisition may do so. Any business set out in the requisition shall have priority over all the other business.

10. Provisions Governing General Meetings

10.1 The Secretary shall cause written notice of any General Meeting to be posted on the Guild notice boards, or in G-News, at least seven days before the date appointed for that meeting.

10.2 No General Meeting may be held while a Guild General Meeting is in progress. This shall not apply where written notice of the meeting was given before written notice of the Guild General Meeting. Any such meeting being conducted in contravention thereof shall disband immediately on the order of disciplinary officers of the Guild.

10.3 The quorum of the Committee shall consist of at least two members of the Executive Committee and at least half of the General Committee.

a) One of the Executive Committee members must be the Secretary.

10.4 All General Meeting of the Club shall be conducted in accordance with the procedure prescribed in the Standing Rules and Orders of the Guild Council.

11. Patron

11.1 The Club may, at the Annual General Meeting, elect a patron who shall, if they indicate their willingness to do so, hold office until the succeeding Annual General Meeting; nominations shall close at that meeting.

12. Nominations

12.1 Before the Annual General Meeting, the Secretary shall call for nominations for the Executive Office Bearers and Committee of the Club.

12.2 Included in the same notice shall be details of the Annual General Meeting. Nominations shall close at that meeting.

13. Executive Office Bearers

13.1 The Executive Office Bearers of the Club shall be elected by the Ordinary Members of the Club at the Annual General Meeting and shall consist of, in order of seniority:

- a) The President
- b) The Vice President
- c) The Secretary
- d) The Treasurer
- e) Immediate Past President

13.2 These members will be representatives of the appropriate Guild Sub-committee/s and Guild Meetings.

13.3 Only financial Ordinary Members of the Club who are also members of the Guild shall be eligible for election as Executive Office Bearers.

13.4 Election shall be conducted by optional preferential ballot for each office in the order shown above.

13.5 A Candidate defeated for one office may stand for any office lower on the list.

13.6 The powers and duties of Executive Office Bearers are defined in Articles 21-24.

13.7 No Executive Office Bearer can hold more than one position simultaneously.

13.8 The Committee in meeting may dismiss an Elected Office-Bearer where, in the opinion of three quarters of the members of the Committee present and voting, that Elected Office-Bearer has:

- a) Consistently failed adequately to discharge the duties of that position; or
- b) Been absent from three consecutive Committee Meetings without providing a reasonable explanation; and
- c) Been given at least seven days' notice of that Committee Meeting; and
- d) Been accorded the opportunity to be present and to speak at that Committee Meeting.

14. The Committee

14.1 The Committee of the Club shall consist of:

- a) The Executive Office Bearers.
- b) The Ordinary Committee who shall consist of Ordinary committee members and be elected by the financial Ordinary Members of the Club by optional preferential ballot of the Annual General Meeting after the election of Office Bearers.
- c) The Immediate Past President.
- i. Only the person who held the Elected Office Bearer position of President immediately preceding the commencement of the current President's term shall be appointed Immediate Past President.

15. Duration of Office

15.1 The Executive Office Bearers and the Ordinary Committee members shall remain in office until the next Annual General Meeting.

16. Vacancy

16.1 If a member of the Executive Committee resigns, or ceases to hold office for any reason, the remaining members of the Committee shall forthwith fill the vacancy so created by appointing thereto a member of the Committee from Ordinary Membership, subject to review at the next General Meeting.

16.2 If a member of the General Committee resigns, ceases to hold office or is for any reason vacant, The Executive shall decide who, out of people nominating, is to be appointed to the position. This decision is final, and the Secretary must notify all applicants of the outcome of this decision within one working week.

17. Meetings

17.1 The Committee shall meet at such times and places as the President shall determine.

17.2 The Secretary shall cause all members of the Committee to receive seven days notice before the date fixed for the meeting together with an agenda of the business to be discussed.

17.3 The Secretary shall forthwith call a Special Meeting of the Committee upon receiving a written requisition from at least two members thereof, and such a Special Meeting shall be held not later than seven days immediately following receipt of requisition.

17.4 If the Secretary fails to call the meeting within that time, any one of the members signing the requisition may do so. Any business set out in the requisition shall have priority over all other business.

18. Quorum and Procedure of Committee

18.1 The quorum of the Committee shall consist of at least two members of the Executive Committee and at least half of the General Committee.

a) One of the Executive Committee members must be the Secretary.

18.2 All meetings of the Committee shall be conducted in accordance with the procedure prescribed in the Standing Rules and Orders of the Guild Council.

19. Power of the Committee

19.1 Subject to this Constitution, the Committee shall be responsible to the Club in General Meeting for giving effect to the Objectives of the Club as set out in Article 3 and elsewhere in this Constitution and for carrying on its everyday business, and without prejudice to the generality of the foregoing, have the power to:

19.2 Acquire and dispose of property; dispose of monies; open banking accounts; and enter into contracts. Unless acting under a special enabling resolution of General Meeting, however, the Committee shall not borrow or raise money or incur debts or liabilities on behalf of or in the name of the Club to a greater amount than five dollars for each and every then existing financial Ordinary Member of the Club.

19.3 Make regulations for the orderly and proper management of the affairs of the Club, ensuring that no regulation is inconsistent or repugnant with this Constitution.

19.4 Make, alter or repeal By-Laws and impose fines for the breach thereof. All By-Laws and any alterations or amendment thereof shall be subject to ratification by Societies Council and Guild Council before coming into force. The maximum fine imposed may not exceed five dollars.

20. Chair

20.1 The President shall have the right to take the Chair at any meeting of the Club or of the Committee.

20.2 If the President is absent or does not wish to exercise his right at any meeting, that right shall develop upon the Vice President.

20.3 In the event of absence of both the President and the Vice President, or in event of them both not wishing to exercise their right, that meeting shall elect its own Chair.

21. President

21.1 In addition to any provisions set out elsewhere in this Constitution or in any By-Laws or Regulations made hereunder, it shall be the duty of the President to:

- a) Coordinate and supervise the work of the Executive Office Bearers, subject to the authority of the Club in General Meeting.
- b) See that all Office-Bearers are conversant with the Constitution and their respective Duties and Responsibilities
- c) Generally carry out the policy of the Club.

22. Vice President

22.1 In addition to any provisions set out elsewhere in the Constitution or in any By-Laws or Regulations made hereunder, it shall be the duty of the Vice President to assist the President wherever possible.

23. Secretary

23.1 In addition to any provisions set out elsewhere in the Constitution or in any By-Laws or Regulations made hereunder, it shall be the duty of the Secretary:

(a) To record all proceedings of the Club and the Committee in a Club Minute Book which they shall cause to be provided for that purpose:

(b) To conduct and keep copies of all correspondence of the Club:

(i) To supply the Secretary of the Guild before the end of the first academic semester the information required to be recorded in the Guild register of the University societies.

(ii) To notify the Secretary of the Guild within fourteen days of the alterations in the foregoing information.

(iii) To lodge with the Secretary of the Guild a copy of the Constitution and any By-Laws made under its authority.

(c) To notify the Secretary of the Guild within fourteen days from the making thereof of any alterations to this Constitution of such By-Laws.

(d) To notify the Secretary of Societies Council and Public Affairs Council of the names of the delegate and deputy delegate to Societies Council and Public Affairs Council at least four days before meetings of these respective councils in each calendar year.

(e) In the event of the Club being de-registered, to present to the Guild Secretary within thirty days a duly audited statement of the financial position of the Club together with a copy of the resolution, which may have been passed by the Club as to the disposition of its funds.

24. Treasurer

24.1 In addition to any provisions set out elsewhere in the Constitution or in any By-Laws or Regulations made hereunder, it shall be the duty of the Treasurer:

(a) Keep proper books of account dealing with the property and finances of the Club and to furnish the Committee with such accounts and information relating to the finances and property of the Club as the Committee from time to time require.

(b) Arrange and be responsible for handling of the petty cash and to render an account to each Committee member of all petty cash.

(c) Prepare a financial statement showing all receipts and payments during their term of office, for presentation with auditors report to the Annual General Meeting.

(d) Produce and deliver all necessary books, vouchers and other documents to the persons appointed by the Guild Finance Committee for the purpose of conducting an audit, in so far as such persons may so require.

(e) Prepare necessary forms, and receipts for Societies Council in accordance with Semester & O-day Grant Policies.

25. Deposits and Withdrawal of Monies

25.1 All monies due and payable to the Club shall be received by the Treasurer who shall lodge them without undue delay in the Central Banking of Guild Council for the credit of the Club.

25.2 Any two members of the Executive may jointly sign cheques and forms of authority for the payment of funds of the Club.

25.3 Notwithstanding anything contained herein, no persons shall deposit or withdraw any monies into any account that the Guild Council has closed by resolution.

26. Payments

26.1 No payments shall be made on behalf or in the name of the Club unless it has been authorised by the Executive Office Bearers, in accordance with Article 2.2

27. Major Obligations to the Guild

27.1 The Club shall comply with the Regulation of the Guild, the Rules of Societies Council, and all other provisions enrolled upon the Guild Statutes book.

27.2 All Office Bearers and committee members shall be jointly and severally responsible for such compliance and shall be deemed liable in the event of noncompliance therewith.

28. Expulsion of Members

28.1 The Committee may by unanimous vote request any member or associate member to resign from the Club, and in the event shall cause written notification of such request to be served upon the member concerned.

28.2 Should such a request prove ineffectual after fourteen days of written notification, the Committee may serve written notice of intended expulsion of the member concerned and should they not have resigned seven days after, the Committee may by unanimous vote expel them from the Club; but such expulsion shall be subject to review at the next General Meeting with the member present and to be heard.

29. Availability of Constitution

29.1 The Committee shall make the Constitution available on request to all Ordinary Members electronic copies of this Constitution, or 50 cents per hard copy.

30. Interpretation

30.1 Subject to any provisions enrolled upon the Guild Statutes book and to any resolution passed by Guild Council, Societies Council or Public Affairs Council, the President shall have the power to interpret the meaning of any of the provisions contained in the Constitution, but the determining decision in case of doubt shall rest with the Club in General Meeting.

31. Dissolution of the Club

31.1 In the case that the Club dissolves, disbands, or otherwise ceases to exist, if any assets of the Club remain after the satisfaction of any debts or liabilities that the Club may have, that assets shall be liquidated by the Club's final Treasurer and transferred to the Societies Council Committee.

32. Amendment of this Constitution

32.1 Any two financial Members of the Club may not less than three days before the day appointed for the next General Meeting submit to the Secretary a notice of motion signed by

them proposing an alteration to this Constitution. This shall be posted on notice boards forthwith.

32.2 The motion may then be considered by the Club at its next meeting and amendments that are relevant to the subject matter thereof may be moved without notice.

32.3 The motion of any amendment thereto shall not be deemed adopted unless it receives a two-thirds majority of the members present and voting.

32.4 The motion as adopted with any amendments shall come into force upon receiving the approval of Societies Council.

Adopted by General Meeting: 10th April 2025
Amendments to Section: 1, 2, 3, 4, 10 ,13 ,15, 17, 18, 31.

Signatory 1: *Jorja Cowan*

Signatory 2: *Alistair Ferguson*

Signatory 3: *Yuhaoran Zhang*

Signatory 4: Elise Beattie

Signatory 5: Irene Weo