

UDS CONSTITUTION

1. NAME

The name of the club shall be “University Dramatic Society” (‘The Society’).

2. OBJECTIVES

2.1 To encourage and facilitate:

- a) The dramatic arts at the University of WA;
- b) To create a place where students interested in acting, writing, directing or any aspect of theatre can come to be involved in works and have their own works performed to a high standard;
- c) To become and remain affiliated to Societies Council and Public Affairs Council;
- d) To encourage and promote co-operation between the Club and other affiliated societies representative of University interests; and
- e) To do all such things as would appear necessary and proper for the benefit or advancement of members of the Society.

2.2 The property and income of the society:

- a) be applied solely towards the promotion of the objectives of the club; and
- b) no part of that property or income may be paid or otherwise distributed, directly or indirectly, to members, except in good faith and in the promotion of those objectives.

3. ORDINARY MEMBERSHIP

1) An Ordinary Member of the club is a person who:

- a) has paid the annual subscription; and
- b) is validly entitled to hold membership;

2) 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) University students;
- g) University Alumni;

- h) Any person who has participated in a society show in a calendar year.
- 3) Persons who have been expelled from the Society are not eligible for Ordinary membership.
- 4) Ordinary Members shall:
 - a. Be voting members of the Society;
 - b. Nominate candidates for the offices and Committee of the Society;
 - c. Become or remain office bearers of the Society;

4. ASSOCIATESHIP OF THE CLUB

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) University students

5. SUBSCRIPTIONS

The Annual subscription for ordinary membership shall be a minimum of \$5.00

6. HONORARY LIFE MEMBERSHIPS

The Club may in a Committee Meeting by two-thirds majority of those present and voting confer Honorary Life Membership upon any member who has performed outstanding service to the Club. This will be awarded once a year at the Dollies awards night

7. PRIMACY OF ORDINARY MEMBERS

- 1) Members other than Ordinary Members shall not:
 - a) Be voting members of the Society;
 - b) Nominate candidates for the offices and Committee of the Society;
 - c) Become or remain office bearers of the Society;
- 2) Members shall otherwise have all the rights and privileges of ordinary membership.

8. MEETING OF THE CLUB

1. The Club shall hold its Annual General Meeting in semester 2 of each academic year.
2. There shall be one Ordinary General Meeting of the Society in each academic semester.
3. The requirement to hold an Ordinary General Meeting of the Society in each academic semester be dispensed if the Society holds an Annual General Meeting in that semester.
4. The Secretary of the Society shall be required to call a Special Meeting of the Society upon:
 - a) The request of the Committee; or
 - b) A written requisition from at least two committee members
 - c) Upon receiving a written requisition from at least five Ordinary Members of the Society.
 - d) Such a meeting shall be held no later than 10 days immediately following receipt of such a requisition.
 - e) If the Secretary fails to call the meeting within 10 days, any of the signatories of the requisition may do so.
 - f) Any business set out in the requisition shall have priority over all the other business.

9. PROVISIONS GOVERNING GENERAL MEETINGS

1. The Secretary shall cause written notice of any General Meeting to be posted in the appropriate forum, giving rise to effective notice, at least 14 days before the date appointed for that meeting.
2. No Annual General Meeting may be held while a Guild General Meeting is in progress.
 - a. This shall not apply where written notice of the meeting was given before written notice of the Guild General Meeting.
 - b. Any such meeting being conducted in contravention thereof shall disband immediately on the order of disciplinary officer of the Guild.
3. The quorum of the Annual General Meeting shall consist of two thirds of the Ordinary members present at the meeting.
4. All General Meetings of the Club shall be conducted in accordance with the procedure prescribed in the Standing Rules and Orders of the Guild Council.

10. PATRON

1. The Society 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.

11. NOMINATIONS

1. Before the Annual General Meeting, the Committee shall call for nominations for the Executive Office Bearers and Committee of the Society.
2. Included in the same notice shall be details of the Annual General Meeting. Nominations shall close at that meeting.

12. EXECUTIVE OFFICE BEARERS

1. The Executive Office Bearers of the Club shall be elected by the Ordinary Members of the Society at the Annual General Meeting and shall consist of, in order of seniority:
 - (a) The President
 - (b) The Vice President
 - (c) The Treasurer
 - (d) The Secretary
2. These members will be representatives of the appropriate Guild Sub-committee/s and Guild Meetings.
3. Only Ordinary Members of the Club who are also members of the Guild shall be eligible for election as Executive Office Bearers.
4. Election shall be conducted by optional preferential ballot for each office in the order shown above.
5. A Candidate defeated for one office may stand for any office lower on the list.
6. The powers and duties of Executive Office Bearers are defined in Part 4 sections 19-22.
7. No Executive Office Bearer can hold more than one position simultaneously.
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.

13. THE COMMITTEE

1. The Committee of the Society shall be elected by the Ordinary Members of the Society by optional preferential ballot at the Annual General Meeting subsequent to the election of Office Bearers and consist of:

- a. The Ordinary Committee who shall consist of:
 - b. Liaison Officer - Responsible for liaising with other clubs, societies and external organisations.
 - c. Activities Officer - Responsible for helping the Vice President with the running of non-performance events, and with engaging the non-performing side of the Societies membership.
 - d. Promotions Officer - Responsible for ensuring that the club and its shows are adequately promoted.
 - e. Crew Representative - Responsible for liaising with the committee on behalf of the crew.
 - f. Ordinary Committee Member (x3)
2. Fresher Representatives ('Fresher Reps') (x2) are to be elected by the committee upon application from ordinary members in their first year of participation with the society.
 - a. Primacy should be given to students in their first year of university.
 - b. Should there be less than the required 3 ordinary committee members, the remaining positions on committee may be filled by fresher representatives.
 - c. The committee must have a total of 14 members.
 3. 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."
 4. If an Office Bearer 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 the Ordinary Membership,
 - a. the appointment of the member may be challenged by any Ordinary Member at a subsequent meeting.

14. DURATION OF OFFICE

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

15. MEETINGS

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

16. QUORUM AND PROCEDURE OF COMMITTEE

1. The quorum of the Committee shall be two thirds of whom at least two shall be Office Bearers.
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.

17. POWER OF THE COMMITTEE

1. Subject to this Constitution, the Committee shall have the power:
 - a. To be responsible to the Society in General Meetings for giving effect to the Objectives of the Society as set out in Part 1 and elsewhere in this Constitution; and
 - b. For carrying on its everyday business, and without prejudice to the generality of the foregoing,
 - c. Acquire and dispose of property; dispose of monies; open banking accounts; and enter into contracts.
 - d. Unless acting under a special enabling resolution of General Meeting, the Committee shall not borrow or raise money or incur debts or liabilities on behalf of or in the name of the Society to a greater amount than five dollars for each and every then existing Ordinary Member of the Society.
2. Make regulations for the orderly and proper management of the affairs of the Society, ensuring that no regulation is inconsistent or repugnant with this Constitution.
3. Regulations validly created by committee with the intention that they are to be held in force until repealed are to be recorded in the UDS regulations record.
 - a. Regulations are validly created at committee by way of a passing vote of a Committee meeting which holds quorum.
 - b. All regulations and any alterations or amendment therefore shall be subject to ratification by Societies Council and Guild Council before coming into force.
 - c. Regulations made that are inconsistent or repugnant with this Constitution will be invalid.
4. The Committee has the ability to invalidate any decision made in contravention to the regulations.
5. Ordinary members have the power to invalidate any decision made by committee in contravention to the regulations or this constitution.

18. CHAIR

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

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.

19. PRESIDENT

1. In addition to any provisions set out elsewhere in this Constitution 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 Society 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 Society.
- (d) Cast a tie-breaking vote on committee.
- (e) Cast a tie-breaking vote at General Meetings.

20. VICE PRESIDENT

In addition to any provisions set out elsewhere in the Constitution or Regulations made hereunder, it shall be the duty of the Vice President to assist the President wherever possible, as well as to be responsible for overseeing the organization and running of social events such as sundowners and parties.

21. TREASURER

1. In addition to any provisions set out elsewhere in the Constitution 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 Society;
- b) to furnish the Committee with such accounts and information relating to the finances and property of the Society as the Committee from time to time require;
- c) Arrange and be responsible for handling of the petty cash and to render an account to each Committee member of all petty cash;
- d) Prepare a financial statement showing all receipts and payments during their term of office, for presentation with auditor's report to the Annual General Meeting;
- e) 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 required; and
- f) Prepare necessary forms, and receipts for Societies Council in accordance with Semester & O-day Grant Policies.

22. SECRETARY

1. In addition to any provisions set out elsewhere in the Constitution or Regulations made hereunder, it shall be the duty of the Secretary:

- a) To record all proceedings of the Society 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 Society:
- c) 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.
- d) To notify the Secretary of the Guild within fourteen days of the alterations in the foregoing information.
- e) To lodge with the Secretary of the Guild a copy of the Constitution and any Regulations made under its authority.
- f) To notify the Secretary of the Guild within fourteen days from the making therefore of any alterations to this Constitution of such Regulations.
- g) 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.
- h) 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.

23. DEPOSITS AND WITHDRAWAL OF MONIES

1. All monies due and payable to the Society 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 Society or in the Societies external bank account
2. Any two members of the Executive may jointly sign cheques and forms of authority for the payment of funds of the Society.
3. Notwithstanding anything contained herein, no persons shall deposit or withdraw any monies into any account that Guild Council has closed by resolution.

24. PAYMENTS

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

25. MAJOR OBLIGATIONS TO THE GUILD

1. The Society shall comply with the Regulation of the Guild, the Rules of Societies Council, and all other provisions enrolled upon the Guild Statutes book.
2. All Office Bearers, Committee Members, shall be jointly and severally responsible for such compliance, and shall be deemed liable in the event of noncompliance therewith.

26. EXPULSION OF MEMBERS

1. The Committee may by vote request any member to resign from the Society, and in the event shall cause written notification of such request to be served upon the member concerned.
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 him or her from the Society; but such expulsion shall be subject to review at the next General Meeting with the member present and to be heard.
3. A vote to expel a member of committee will be deemed valid and effectual if a vote is unanimous by removing a vote cast by the concerned member of committee.

27. AVAILABILITY OF CONSTITUTION

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

28. INTERPRETATION

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 Society in General Meeting.

29. SHOWS

1. The society shall endeavour to perform at least four shows a year, generally this will consist of 2 per semester, one in the Dolphin Theatre and one in an alternative venue each semester.

2. The shows shall be selected via a voting process where any Ordinary Member of the club may 'pitch' a show at a general meeting, and Ordinary Members present at the general meeting shall decide by majority vote on which show will receive financial backing of the show.

3. Ideas for extra show seasons may be pitched to the committee upon request and will be considered based on their likelihood of success, whether or not to continue with these seasons will be decided by the committee.

30. ADOPTION OF UNIVERSITY POLICY: SEXUAL HARASSMENT

1. The Society and all those associated with it agree to abide by the University Sexual Harassment Policy.
 - a. A member who is found by the university to have breached the Universities Sexual Harassment Policy will be expelled from the Society immediately.
 - i. The decision will not be for review
 - b. Should the President feel that a person is in breach of the university Sexual Harassment Policy and they are reported to the university for investigation the President has the power to restrict the reported person from participating in Society events until a decision is made by the University.

31. ADOPTION OF UNIVERSITY POLICY: PLAGIARISM

1. The Society and all those associated with it agree to abide by the University Plagiarism Policy.
2. An Ordinary member who is found, in first instance, to have plagiarised will be denied the right to participate in any creative team for 2 semesters.
3. An Ordinary member who is found subsequently to have plagiarised will be denied the right to participate in any creative team and have their voting rights removed indefinitely.
4. A Committee Member or Executive Officer who is found, in first instance, to have plagiarised will be stripped of their position and denied the right to participate in any creative team for 2 semesters.
5. A Committee Member or Executive Officer who is found subsequently to have plagiarised will be denied the right to participate in any creative team and have their voting rights removed indefinitely.
6. A Committee Member or Executive Officer who is found to have plagiarised will be ineligible to stand for a position on the Committee or hold an Executive position.
7. A Member who is found to have plagiarised is reportable to the University Academic board for disciplinary action at the Presidents discretion.

32. AMENDMENT OF THIS CONSTITUTION

1. Any two Ordinary Members of the Society 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. A copy of the proposed amendments will be posted in the appropriate forum, giving rise to effective notice.
2. The motion may then be considered by the Society at its next meeting and amendments that are relevant to the subject matter thereof may be moved without notice.
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.
4. The motion as adopted with any amendments shall come into force upon receiving the approval of Societies Council.