

Constitution of Adelaide University Mathematics Society

I. Name

1. The name of the club shall be the Adelaide University Mathematics Society.

II. Definitions

In this constitution:

1. "AUMS" shall mean the Adelaide University Mathematics Society.
2. "University" shall mean the University of Adelaide.
3. "Committee" shall mean the committee of AUMS.
4. "Committee member" shall mean a member of the Committee.
5. "Executive" shall mean those Committee members occupying an Executive position.
6. "School" shall mean the School of Mathematical Sciences at the University.
7. "Ordinary Member" shall mean an Ordinary Member of AUMS.
8. "Associate Member" shall mean an Associate Member of AUMS.
9. "Member" shall mean an Ordinary Member or an Associate Member.
10. "O' Week" shall mean the University Orientation Week.
11. "Resolution" shall mean a motion passed at a meeting by more than half of those that are permitted to vote.
12. "Absolute Majority" shall mean more than half of those that are permitted to vote.
13. "Two-Thirds Absolute Majority" shall mean more than two thirds of those that are permitted to vote.
14. "Maths Student" shall mean a student at the University, currently enrolled in a program delivered by the School.
15. "GM" shall mean a General Meeting of AUMS.
16. "AGM" shall mean the Annual General Meeting of AUMS.
17. "General Committee Member" shall mean a member of the Committee not occupying an Executive position.
18. "Academic year" shall mean the current academic year of the University.
19. "End of the academic year" shall mean the date of the first day after the last exam for semester 2, not including supplementary exams, at the University.
20. All references to positions shall refer to that position within AUMS unless stated otherwise.

III. Objectives

1. The objectives of AUMS are:
 - a. to promote mathematics in the University and in the wider community.
 - b. to organise events and services, both social and academic, to benefit its members.
 - c. to foster formal and informal relationships between students and staff in mathematics.

IV. Affiliation

1. AUMS shall be an affiliate of YouX.

V. Membership

1. A person is a Member of AUMS if they have complied with the terms of membership as declared by the Committee.
2. There are two categories of membership:

a. Ordinary Member

An Ordinary Member has the right to participate in all AUMS activities, vote in all GMs and to be a member of the Committee. Ordinary Membership is granted to any person who pays the membership fee.

- i. The Committee shall determine the membership fee for each year.

b. Associate Member

An Associate Member can participate in all AUMS activities, but may not vote in GMs or be a member of the Committee unless they are a current student of the University of Adelaide. Associate membership is granted to all staff and postgraduate students in the School, and any other person by Resolution of the Committee. Associate Members do not pay a membership fee.

3. Membership may be granted at any time and lasts until the end of O' Week in the following calendar year.
4. A register of Ordinary Members must be kept and contain:
 - a. Names
 - b. Email addresses
 - c. Any other details that the Committee determines as necessary.
5. A person ceases to be a Member:
 - a. upon receipt by the President or Vice-President of a letter of resignation
 - b. for reasons of misconduct, upon a motion at a Committee meeting approved by a Two-Thirds Absolute Majority of the Committee members.

VI. Committee

1. The Committee shall consist of:
 - a. Executive positions
 - i. President
 - ii. Vice-President
 - iii. Treasurer
 - iv. Secretary
 - v. Events Manager
 - vi. Technomancer
 - vii. External Engagement Manager
 - viii. CoLAUMS Editor
 - ix. Social Media Manager
 - b. First Year Representative
 - c. Second Year Representative
 - d. International Representative, who must be an international student
 - e. Up to 5 additional General Committee Members.
2. Year Level Representatives
 - a. Representatives must be enrolled in a course or program corresponding to their position.
 - b. Each of the positions in VI.1.a must be held by an individual person.
 - c. The position of First Year Representative shall be advertised to new members during O'Week.

- d. First year students may nominate for the position of First Year Representative by informing the Secretary either via email or at an AUMS event.
 - e. The First Year Representative shall be appointed a General Committee member through a resolution passed by an Absolute Majority of the Committee during week two of semester one of the current Academic year.
 - f. If the Committee does not include a suitable representative for any of the positions in VI.2.a the Committee may appoint a member of AUMS who is not a member of the Committee to act in this role.
- 3. All Committee members must be Ordinary Members of AUMS or Postgraduate students who are Associate Members of AUMS at the time of election and remain members throughout the length of their term.
- 4. The Committee shall appoint the President to be the YouX Delegate.
- 5. A Committee member can occupy only one Executive position at a time.
- 6. All Committee positions must be filled by University students. The President and Vice-President must be Maths Students.
- 7. All members of the Committee shall assume office at the committee meeting outlined in section VIII.4.d.
- 8. In the event a Committee position becomes vacant, the Committee may appoint, by Absolute Majority, a member of AUMS to fill this position.
- 9. A person ceases to be a Committee member:
 - a. upon receipt by the President or Vice-President of a letter of Resignation
 - b. upon ceasing to be a Member
 - c. for reasons of misconduct, upon a motion at a Committee meeting approved by a Two-Thirds Absolute Majority of the remaining Committee members.
- 10. General Committee
 - a. The Committee shall appoint one General Committee Member per position to fill the roles:
 - i. CoLAUMS Assistant
 - ii. Social Media Assistant
 - iii. External Engagements Assistant.
 - b. The Committee shall appoint up to two General Committee Members to fill the role of:
 - i. Events Assistant.
- 11. Each Executive position of the Committee shall have a term limit of 2 years for a single person, in that one individual cannot hold a single Executive position for more than 2 consecutive years.
- 12. There shall be a handover period for the Committee of one (1) month from the date of the AGM, during which the outgoing Committee remain active within their roles for the purpose of:
 - a. Educating the incoming Committee on their roles and responsibilities.
 - b. Transferring access of social media accounts, YouX accounts, bank accounts and all other protected information to the incoming Committee.

- c. Providing support to the incoming Committee in planning for the impending year.
 - d. Assisting in the running of events during the handover period
- 13. A Committee member may be removed from their position by Absolute Majority of the Committee if the Committee Member is absent, without requesting a leave of absence from the Secretary, President or Vice President prior to the meeting, from three meetings of which they were notified more than one week prior to the meeting.

VII. Powers and Duties

- 1. The control of assets belonging to AUMS is vested in the Committee. These assets are to be used in accordance with the objectives of AUMS as the Committee deems fit.
- 2. The YouX Delegate shall represent AUMS in matters concerning YouX, as required by YouX constitution and/or schedules.
- 3. Interpretation of the Constitution is left to the Committee.
- 4. Finances
 - a. The income and capital of AUMS shall be applied exclusively to the promotion of its objectives and no portion shall be paid or distributed directly or indirectly to members or their associates except as bona fide remuneration of a member for services rendered or expenses incurred on behalf of AUMS.
 - b. There shall be an AUMS bank account.
 - c. The President, Vice President and Treasurer shall be only the signatories of the AUMS bank account.
 - d. Accounting records that are necessary to correctly record and explain the financial transactions of AUMS shall be kept.
 - e. The financial records of AUMS shall be made available to YouX by request.
 - f. Any expenditure over \$1000 must be approved by Resolution of the Committee.
- 5. The President shall:
 - a. Act on behalf of AUMS between meetings.
 - b. Preside over the Committee and chair meetings.
 - c. Oversee the activities of all Committee members.
 - d. Ensure all Committee members perform their duties.
 - e. Provide a report on the yearly activities of AUMS at the Annual General Meeting.
- 6. The Vice President shall:
 - a. Assist the President in their duties.
 - b. In the absence of the President, perform the duties specified in VII.2.
- 7. The Treasurer shall:
 - a. Maintain a budget for AUMS.
 - b. Keep all necessary accounting records.
 - c. Devise budgets for AUMS events in conjunction with other Committee members.

- d. Organise the payment of any invoices issued to AUMS that have been duly approved.
 - e. Provide a report on the yearly finances of AUMS at the Annual General Meeting.
- 8. The Secretary shall:
 - a. Coordinate the meetings of the Committee and General Meetings.
 - b. Provide notice of meetings to the appropriate members.
 - c. Record and circulate to all members the minutes of meetings.
 - d. Ensure that the Constitution, all AUMS regulations and the minutes of meetings are freely available to all members.
 - e. Maintain the register of Ordinary Members.
- 9. The Events Manager shall:
 - a. Coordinate, with the Committee, the schedule for AUMS events.
 - b. Coordinate the delegation of work for AUMS events.
 - c. Coordinate any reservations required for AUMS events.
 - d. Inform the Social Media Manager of upcoming events.
- 10. The Social Media Manager shall:
 - a. Coordinate the promotion of AUMS events to members.
 - b. Maintain all AUMS social media accounts, excluding Discord and LinkedIn.
 - c. Ensure that official photographs are taken at all AUMS events and made available to members.
- 11. The Technomancer shall:
 - a. Maintain the AUMS website and Discord server.
 - b. Monitor the AUMS email account, informing the appropriate Committee members of relevant communication.
- 12. The External Engagement Manager shall:
 - a. Liaise with Industry and External Organisations in the interests of AUMS.
 - b. Maintain the Sponsorship Prospectus and manage partnerships.
 - c. Manage the AUMS LinkedIn Account in coordination with the Social Media Manager.
- 13. The ColAUMS Space Editor(s) shall:
 - a. Devise a schedule for the release of ColAUMS Space at the start of each year.
 - b. Oversee the production of ColAUMS Space.
 - c. Suggest topics for potential authors and assist them in producing their articles.
 - d. Provide copies of completed editions to the Communications Officer in a timely manner for circulation to all members.
 - e. Work with the Social Media Manager to promote ColAUMS Space and to encourage members to submit articles for ColAUMS Space.
- 14. The Year Level and International Student Representatives shall:
 - a. Advise the Committee on any issues pertaining to their cohort, including the scheduling of AUMS events.
 - b. Ensure their cohort is being considered in decisions made by the AUMS.
 - c. Represent the interests of their cohort.

- d. Work with the external engagements officer to ensure partnerships and speakers at events represent the interests of their cohort.
 - e. The International Representative must be an international student.
 - f. The first year representative must be enrolled in their first year of an undergraduate degree.
 - g. The second year representative must be enrolled in their second year of an undergraduate degree.
15. The General Committee members shall:
- a. Assist the Executive in their duties. Each named position will assist a particular executive representative in their duties.
 - b. Assist at AUMS events whenever possible.
16. Each Assistant on the General Committee, as outlined in Section VI. 1., shall be responsible for assisting the respective Executive Committee Member.

VIII. Meetings

- 1. The President, and in their absence the Vice-President, shall be the chair of all meetings.
- 2. The Secretary shall take minutes of every meeting. In the event that the Secretary is absent, the Committee will nominate a Committee member to take minutes. Minutes must be accepted at the following meeting.
- 3. Accepted minutes from both Committee and Executive Meetings are to be made available to all members in a timely manner.
- 4. Committee Meetings
 - a. The Committee shall meet no less than five times a year, with at least two meetings in each of semesters 1 and 2 of the academic year.
 - b. A quorum for a meeting of the Committee is one more than half of the members of the Committee.
 - c. All Committee decisions shall be made by Resolution of the Committee.
 - d. There must be a Committee meeting held between the end of the academic year and the end of the calendar year to facilitate the transition of the Committee-elect following the AGM.
- 5. Executive Meetings
 - a. The Executive can hold meetings to discuss any necessary arrangements to be made for the day to day running of AUMS.
- 6. General Meetings
 - a. The Committee may call a GM of AUMS at any time.
 - b. Upon receiving written notice from at least 10 members, the Committee shall call a GM within four weeks.
 - c. All GMs are to be held on the North Terrace Campus of the University of Adelaide.
 - d. All Ordinary Members shall receive at least fourteen days notice of a GM.
 - e. Notice is said to be given to an Ordinary Member when an email has been sent by the club to their last known email address.
 - f. The minutes of a GM must be made available to all members.

- g. A quorum for a GM shall be the lesser of ten members or twenty per cent of all members.
 - h. If a quorum is not met within 30 minutes of the commencement of the GM, the meeting shall lapse. Another GM must be held between 4 and 7 days later. In this case, VIII.6.d only applies to the initial GM.
 - i. Each member is entitled to one vote per motion.
 - j. Only members present may vote at a GM.
7. Annual General Meetings
- a. The AGM shall be a GM as outlined in VIII.6.c-VIII.6.j.
 - b. The AGM shall be held at a time determined by the Committee, between the mid-semester break of semester 2 and the end of the academic year.
 - c. The purpose of the AGM shall be to elect a new Committee for the following academic year, present reports from the President and Treasurer and transact other such business as those present deem appropriate.
 - d. A nomination form for the Committee positions for the following year, created by the Committee, will be made available at the time of the notification of the AGM.
 - e. Returning Officer
 - i. A Returning Officer will be appointed by the Committee before notification of the AGM and announced at the time of notification of the AGM.
 - ii. The Returning Officer is responsible for receiving nominations and conducting the elections at the AGM.
 - iii. The Returning Officer cannot be a member of the Committee or nominate for any position at the AGM.
 - iv. The Returning Officer must act in an impartial manner during the election process.
 - v. All members running for election must submit a nomination form to the Returning Officer at least 48 hours prior to the commencement of the AGM.
 - f. Voting
 - i. The positions shall be voted upon in the order they appear in the Regulation regarding Committee positions.
 - ii. In any position, if the number of nominees does not exceed the number of positions available, the Returning Officer must declare the nominees elected unopposed.
 - iii. Where the number of nominees exceeds the number of positions, an election must be held by secret ballot, according to the Hare-Clark Optional Preferential Voting System.
 - iv. One Committee position shall be reserved for the First Year Representative and appointed during O'Week.

IX. Regulations

- 1. AUMS may make regulations to govern its affairs or revoke existing regulations through a motion approved by either
 - a. an absolute majority of the Committee; or

- b. a majority of those present at a GM that has quorum.
 2. Any provision of a regulation that is inconsistent with the Constitution shall be considered invalid.
 3. There must be a regulation governing the role of Committee positions.
- X. **CoLAUMS Space**
1. The AUMS newsletter shall be known as “CoLAUMS Space”.
 2. The Editor of CoLAUMS Space may be elected as outlined in VIII.7 or appointed as per VI.8, in the same manner used for Committee positions.
 3. This position of Editor may be held by up to three people agreeing to hold the position jointly.
 4. The position of Editor may remain unfilled.
- XI. **Alterations of the Constitution**
1. The registered rules shall bind the association and every member to the same extent as if they agreed to be bound by all of the provisions thereof.
 2. This constitution may only be changed by a motion carried by Resolution at a GM. Notice of the GM must inform members of the proposed changes.
 3. An alterations history shall be maintained with all alterations to be recorded.
 4. Correction of typographical errors, changes in punctuation, numbering, formatting, and the maintenance of cross-references and the history are considered to be purely administrative alterations, and may be performed by Resolution of the Committee.
 5. The alteration shall be registered with YouX as required by its rules.
- XII. **Dissolution**
1. AUMS may be dissolved at a GM by an Absolute Majority of Ordinary Members. Notice of the GM must inform members of the proposed dissolution.
 2. In the event of AUMS being dissolved, any monetary assets remaining after satisfaction of all debts and liabilities shall be transferred to YouX and any remaining assets shall be used in accordance with the YouX constitution.

History

	Method
2013	Revised by SGM
2016	CA revised to AUU, requested by AGM

2019: VI(3) and VI(1c) changed at AGM to allow associate member to be committee members and to include the International Representative

2021: Changes made at AGM 2021.

V.2.b changed to allow associate members to be committee members and vote if they are students of the University of Adelaide.

V1.1 Committee structure modified and Technomancer, International Student Representative and External Engagements Manager positions added. Third Year Representative and Postgraduate Representative positions removed.

Sections VI. 2. a. iii., VI. 2. a. iv., VII. 2. and VII. 3. removed.

Changes to IV to have more specific roles for general committee members and to have a 2 year term limit for Executive Committee Members.

VI changed to include a handover requirement.

VI. changed to allow a committee member to be removed if they do not request a leave of absence from the Secretary, President or Vice President prior to the meeting, from three meetings of which they were notified more than one week prior to the meeting.

VII. 6.c. changed to specify signatories of the bank account.

VII. changed to now include descriptions of each role and reflect new positions.

2022:

II.6. Removed definition of AUU as we will refer to the Union by it's new trading name YouX throughout the document.

IV.1. Changed the AUU to YouX.

VI.4. Changed AUU to YouX

VI.12. Changed AUU to YouX

VII.2. Changed the AUU to YouX several times

VII.4. Changed the AUU to YouX

XI.5. Changed the AUU to YouX

XII.2. Changed AUU to YouX twice