

WOMEN IN SCIENCE ENQUIRY NETWORK CONSTITUTION

Incorporating Amendments as agreed at the Annual General Meeting which concluded at 5pm on the 8th day of September 2009, and amendments passed at the 2008, 2007 and 2004 AGMs.

1. NAME

The name of the organisation shall be “Women in Science Enquiry Network” referred to as “WISENET”.

2. DEFINITIONS

For the purpose of this Constitution “The Association” shall refer to WISENET.

3. OBJECTIVES

The aims of this Association shall be:

- (a) To build a supportive and active network of people interested in the objectives of WISENET and to liaise with other interested groups;
- (b) To increase women’s participation at all levels in the sciences where they are now underrepresented;
- (c) To provide comment and to examine the education, training and employment structures which currently restrict women’s opportunities in the sciences;
- (d) To gather and disseminate data on women in science – the sciences here including the physical, social and life sciences, mathematics, computing, medicine, engineering and associated technologies;
- (e) To explore linkages between the different disciplines and promote communication between scientists and the community on science related social and environmental issues;
- (f) To promote research and technologies for the benefit of communities;
- (g) To explore programs for change in the sciences and support more democratic and participatory systems as an alternative to the traditional models;
- (h) To support appropriate action to achieve these objectives.

4. MEMBERSHIP

- (a) A member shall be any interested person who agrees to support the stated objectives of WISENET and whose application is accepted by a Link Team;
- (b) A register of members shall be maintained;
- (c) An annual subscription fee of an amount to be determined by the members at each Annual General Meeting shall be payable by each member.
- (d) A member who has made a substantial and sustained contribution to WISENET over a period of some years can be nominated for honorary life membership by two other members. Nominee and nominators must financial members. Nominations, giving details of the nominee’s contribution to WISENET, must be received by the National Link Team 14 days prior to the AGM or a special general meeting to enable distribution to all members before the nomination is presented to the AGM for approval.

5. MANAGEMENT

5.1 MANAGEMENT

- (a) Link Teams may be set up in any locality and shall consist of at least five (5) members.
- (b) There will be a national coordinating body, called the National Link Team. The National Link Team will be rotated to each Link Team with the order of rotation being the historical order in which the Link Teams were formed, the oldest teams taking precedence. Rotation shall occur within 6 years after any team becomes the National Link Team, with the time of rotation being negotiated between the current and incumbent National Link Teams. In the case that a Link Team is unwilling to be the National Link Team

when its turn comes, the location of the National Link Team will rotate to the next Link Team. If no single Link Team is able/prepared to take on the National role a composite National Link Team may be appointed from financial members of WISENET throughout Australia.

(c) Each Link Team will be responsible for its own management.

(d) The management of the National Link Team shall be vested in the (Co)convenors, Treasurer, Journal and Membership Co-ordinators.. The responsibilities of the National Link Team will be to manage the finances of WISENET and to co-ordinate the production of the WISENET Journal.

(e) - In the event of a vacancy occurring in the National Link Team the Association shall as soon as possible elect a member to fill the vacancy and the person so elected shall hold that office until the next Annual General Meeting. Nominations of candidates for election as National Link team members shall be made verbally or in writing. Consent of the candidate to be nominated is required. Candidates may self-nominate. Should there be more than one nomination for any one office, an election shall be determined by ballot.

(f) - Each National Link team member shall hold office until the Annual General meeting following the date of their election, but is eligible for re-election.

5.2 VACATION OF OFFICE

A person shall cease to be a (National) Link Team member:

(a) Upon her/his decease;

(b) If she/he resigns office by notice in writing to the Association

(c) At the discretion of the National Link Team if she/he shall be absent for more than three (3) consecutive meetings of the National Link Team without leave or (automatically) if she/he shall be absent for more than six (6) months from such meetings;

(d) If she/he holds any office of profit under the Association.

(e) If she/he commits any fraud or deception on the Association; and/or

(f) If the individual is declared bankrupt.

5.3 TREASURER

(a) No Treasurer or signatory to the accounts shall be appointed to any salaried office of the Association or any office in the Association paid by fees and no remuneration or other benefit in money or money's worth shall be given by the Association to any member of the Committee except:

(i) repayment of out-of-pocket expenses;

(ii) the right to charge interest at a rate not exceeding interest at the rate of the time being charged by the Bank used by the National Link Team for money lent to the Association, and

(iii) reasonable and proper rent for premises let to the Association.

(b) The office of the Treasurer shall become vacant upon the conditions detailed in clause 5.2.

6. PROCEEDINGS OF NATIONAL LINK TEAM

The National Link Team may meet together to discuss its business in accordance with this clause and otherwise call, adjourn and regulate its meetings as it thinks fit. Any member of the Link Team can summon a meeting. Five (5) days notice of each meeting shall be given to each National Link Team member. A quorum shall consist of three (3) members.

7. FINANCIAL YEAR

The financial year shall conclude on 31 December in each year.

8. MEETINGS

8.1 ANNUAL GENERAL MEETING

- (a) An Annual General Meeting of members shall be organised by the National Link Team when the Annual Report and the audited financial statements shall be presented. This meeting shall be open to the public but voting will be restricted to members.
- (b) Notice of Annual General Meetings shall be given at least thirty (30) days in advance in writing (including email) to all members of the Association.
- (c) One member will act as facilitator at every Annual General Meeting.
- (d) All Members in the register of members maintained under clause 4(b) shall be entitled to attend each A.G.M. of the Association.
- (e) Members unable to attend the AGM shall be entitled, in writing (including email) prior to the meeting, to propose agenda items to vote on circulated items and to present submissions for consideration.
- (f) At the Annual General Meeting of members a quorum shall consist of ten (10) members except when changes to the Constitution are proposed, when the minimum number of voters, including those under clause 8.1(e) shall be 20.

8.2 CONFERENCES AND PUBLIC MEETINGS

- (a) Each Link Team may organise such activities which further the aims of the Association.
- (b) Any such activities may be conducted in conjunction with other associations whose aims are similar to those of this Association.

9 FUNDS

- (a) All money received shall be deposited intact at the earliest possible date to the credit of WISENET with its banker. Receipts for moneys received shall be issued promptly.
- (b) All payments made shall be paid by cheque or voucher of the Association under the hand of the Treasurer and one other of the National Link Team members selected for this purpose under Clause 5(d) of this Constitution.

10. AUTHORISATION OF ACCOUNTS

All accounts shall be presented to and passed for payment by the National Link Team. This may be done at a Team meeting or via e-mail. A record of all approvals will be kept.

11. AUDIT

The Auditor or Auditors of the Association shall be appointed for the forthcoming year by the National Link Team. It shall be the responsibility of the Auditor or Auditors to examine all accounts, vouchers, receipts, cash books, ledgers, journals, minute books and other authorised books of the Association and furnish a report thereon to the members at the Annual General Meeting. Audits shall be conducted at regular intervals of not more than twelve calendar months. An auditor shall not be a member of the Association.

12. MINUTES

The National Link Team shall cause minutes to be made

- (a) of all the names of all members present at all meetings.
- (b) of all proceedings at all meetings

Such minutes shall be circulated to the National Link Team. Electronic communications (e-mails) may be considered as a record of National Link Team dealings.

13. EXPULSION OF MEMBERS

A member may be expelled from the membership of the Association by a Link Team if in the opinion of the Link Team, after affording such member an opportunity of offering the Link Team an explanation of

her/his conduct in writing (including email), the conduct of the member is deemed to be detrimental to the best interests and the objects as set forth in clause 3 of the Constitution.

14. INSPECTION/CUSTODY OF RECORDS

- (a) Copies of association records shall be held by at least two members of the national link team.
- (b) The records, books and other documents of the Association shall be open to inspection at a mutually agreed place, free of charge, by a member of the Association at any reasonable hour, in accordance with the Privacy Act 1988, as amended from time to time. These records, books and other documents may be made available electronically, if appropriate.

15. TRUSTEES

Trustees may be appointed at an Annual General Meeting.

16. COMMON SEAL

- (a) The common seal of the association must be kept in the custody of a member of the National Link Team.
- (b) The common seal must not be attached to any instrument except by the authority of the National Link Team, and attaching of the common seal must be approved by at least 2 members of the National Link Team. Approval may be given via e-mail.

17. DISSOLUTION

- (a) The Association shall be dissolved in the event of the membership being fewer than ten (10) persons
- (b) Upon a dissolution in accordance with paragraph (a) of the Rule and after all liabilities and expenses shall have been paid and liquidated, the residual assets and funds of the Association shall be used to hand over to any organisation espousing similar aims or a charitable organisation to be chosen by the remaining members.
- (c) The liability of a member to contribute towards the payment of the debts and liabilities of the association or the costs, charges and expenses of the winding up of the association is limited to the amount (if any) unpaid by the member in relation to membership of the association as required by clause 4(c).

18. AMENDMENT OF RULES

This Constitution may be amended by a resolution by consensus among members present (comprising at least three quarters of members present) at any Annual General Meeting. Twenty-one (21) days notice in writing (including email) of such amendment shall be given to all members of the Association.

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