

**NATIONAL UNION OF GREEK-AUSTRALIAN
STUDENTS (VICTORIAN STATE COUNCIL)
CONSTITUTION 2023**



TABLE OF CONTENTS

PART I – SHORT TITLE AND COMMENCEMENT	3
PART II - REPEALS	3
PART III – NAME OF THE CLUB	3
PART IV – INTERPRETATION	3
PART V – STATEMENT OF PURPOSE	4
PART VI – AFFILIATION	5
PART VII – FINANCIAL MEMBERSHIP	8
PART VIII – HONORARY MEMBERSHIP	8
PART IX – THE COMMITTEE	9
PART X – STRUCTURE OF THE COMMITTEE	10
PART XI – DUTIES OF OFFICE BEARERS	10
PART XII – VOTING BY THE COMMITTEE	13
PART XIII – CONSTITUTIONAL MEETINGS	14
PART XIV – COMMITTEE MEETINGS	14
PART XV – EXTRA-ORDINARY GENERAL MEETINGS	15
PART XVI – ANNUAL GENERAL MEETINGS	16
PART XVII – FURTHER RULES FOR THE CONDUCT OF MEETINGS	17
PART XVIII – ELECTION OF THE COMMITTEE	17
PART XIX – WHERE A COMMITTEE MEMBER RESIGNS OR IS DEEMED TO HAVE RESIGNED	19
PART XX – ASSOCIATE MEMBERS TO THE SUB COMMITTEES.....	20
PART XXI – ALUMNI PANEL	21
PART XXII – AMENDMENTS TO THIS CONSTITUTION	22
PART XXIII – WINDING UP	22

PART I – SHORT TITLE AND COMMENCEMENT

1.1. SHORT TITLE AND COMMENCEMENT

This Constitution may be cited as the National Union of Greek-Australian Students (Victorian State Council) Constitution 2016 and shall come into operation from the beginning of the day on which the 2016 Annual General Meeting takes place.

PART II - REPEALS

2.1. REPEALS

All provisions of the National Union of Greek-Australian Students (Victorian State Council) Constitution 2015 are hereby repealed.

PART III – NAME OF THE CLUB

3.1. NAME OF THE CLUB

The name of this club shall be the National Union of Greek-Australian Students (Victorian State Council).

3.2. TRADING NAME

The trading name of this club shall be NUGAS Victoria herein referred to as NUGAS (Vic).

PART IV – INTERPRETATION

4.1. INTERPRETATION

In this Constitution, except where the context or subject matter otherwise indicates or requires:

Affiliate club	Tertiary student club that is a full or associate member of NUGAS (Vic).
Committee	Unless otherwise specified, refers to the committee of NUGAS (Vic).
Committee member	Unless otherwise specified, refers to a committee member of NUGAS (Vic) under s. 10.
Deemed to have resigned	Includes situations under s. 19.1. and where a committee member is expelled from the NUGAS (Vic) committee.

Full membership	Tertiary student club with all the rights, privileges and obligations of affiliation to NUGAS (Vic).
Graduate	Any person who has in the last three years qualified for a recognised course of study at a tertiary institution but who is not currently enrolled at a tertiary institution at the undergraduate level.
Independent	Any member that is not represented by an affiliate university club.
Greek-Australian Students	Students or graduates at a tertiary level who have a Hellenic background or are of Hellenic origin.
Student	Any student currently enrolled at a tertiary institution, including parttime, full-time and post graduate students.
Tertiary Student Club	A club or organisation of a tertiary campus in Victoria which represents Greek-Australian students.
Financial member	Any member who has paid the yearly membership fee to either NUGAS Victoria directly or through the appropriate affiliate club.

The name of this organisation shall be the National Union of Greek Australian Students (Victorian State Council) (NUGAS Vic). The official translation of NUGAS Vic in Greek shall be:

Εθνική Ένωση Έλληνο-Αυστραλών Φοιτητών (Βικτώρια)

PART V – STATEMENT OF PURPOSE

5.1. STATEMENT OF PURPOSE

The aims and objectives of NUGAS (Vic) shall be:

1. to represent Greek-Australian students at both their tertiary campuses and within the wider community on both a national and international level.
2. to become an active body in encouraging community awareness and involvement in student issues.
3. to co-ordinate the efforts of affiliate clubs and to develop state policy on issues of concern to Greek-Australian students.
4. to be an effective voice for Greek-Australian students on issues of concern to them.
5. to encourage the learning, appreciation and integrity of the Greek culture both amongst its members and the wider community.

6. to establish where practical resource information centres with the facilities, services and expertise available to all students and youth in general.
7. to develop policies, programs and activities on education.
8. any activity which the committee may decide is of concern to Greek-Australian students.

5.2. NUGAS (Vic) SHALL NOT BE PARTY POLITICAL.

5.3. NUGAS (Vic) SHALL BE NOT FOR PROFIT.

5.4. The funds of the Association to be applied towards NUGAS (Vic) objectives shall be derived from entrance fees, annual subscriptions, donations and such other sources as the Committee determines.

PART VI – AFFILIATION

6.1. AFFILIATION

6.1.1. All tertiary student clubs whose aims and objectives are consistent with those of NUGAS (Vic) have a right to affiliate with NUGAS (Vic).

- a. No other organisation, other than a tertiary student club, shall affiliate or be affiliated to NUGAS (Vic).
- b. A tertiary student club is not to be refused affiliation provided that:
 - i. it is a recognised student club or organisation within its own tertiary campus; and
 - ii. it submits to NUGAS (Vic) a copy of its committee members, a copy of its membership list, a copy of its Constitution and an affiliation fee as prescribed by the committee from time to time.
- c. Documents specified in S.6.1(b)(ii) must be signed by the President and Secretary of the body seeking affiliation.
- d. Documents specified under S.6.1(b)(ii) are to be submitted to a NUGAS (Vic) committee meeting at least 14 days prior to the date at which NUGAS (Vic) is to decide on the affiliation status of the body making the application.
- e. Where S.6.1(c), (d), are not adhered to, affiliation to NUGAS (Vic) shall not be considered.

6.2.1. A tertiary student club, upon application for affiliation with NUGAS (Vic) pursuant to S.6, must be given associate membership of NUGAS (Vic) for a period of 6 months.

- a. Upon the expiration of the 6-month period, the Committee of NUGAS (Vic) shall decide in accordance with S.12.1 whether to grant the tertiary student club full membership or whether to extend the status of associate membership for another period of 6 months or whether to terminate the associate membership.
- b. Upon the expiration of each 6-month period of associate membership, NUGAS (Vic) must determine in accordance with S.12.1, whether to continue the status of associate membership, or whether to convert the status to full membership or whether to terminate the associate membership.
- c. NUGAS (Vic) reserves the right to waive the status of associate membership at any time, and afford the tertiary student club with full membership immediately.
- d. The power under S.6.2(c) can be exercised at a Committee meeting, an Annual General Meeting or a General Meeting of NUGAS (Vic).

6.3.1. A tertiary student or independent body can only be expelled as a full or associate member of NUGAS (Vic) where:

- a. Its aims and objectives become inconsistent with the aims and objectives of NUGAS (Vic); or
- b. It has acted in a manner which two-thirds majority of the NUGAS (Vic) Committee declare, under S.12.1, is injurious or prejudicial to the character or interests of NUGAS (Vic); or
- c. Two-thirds majority of the NUGAS (Vic) Committee decide, under S.12.1, to expel the tertiary student club.
- d. A tertiary student club shall have the right to be present and to be heard at proceedings where a decision for expulsion is to be reached.
- e. Once a tertiary student club has been expelled, it may seek re-affiliation under S.6.
- f. A tertiary student club, which is expelled from NUGAS (Vic), has the right of appeal to a General Meeting.

6.4.1. A tertiary student club can at any time disaffiliate from NUGAS (Vic).

- a. Where a tertiary student club as described in S.4.1 decides to re-affiliate to NUGAS (Vic), it must do so according to S.6.1 and S.6.2.

6.5.1. Where a tertiary student club ceases to be a recognised student organisation or club within its own tertiary campus, its affiliation status to NUGAS (Vic) can be no more than that of associate member.

- a. Notwithstanding anything in S.6.5.1, the Committee can, by a decision under S.12.1, afford such a tertiary student club as described in S.6.5.1 full membership.

6.6.1. Where there is inconsistency between the provisions of this Constitution and the Constitution of a tertiary student club which has been granted full membership or associate membership to NUGAS (Vic), the provisions of this Constitution shall prevail.

- a. It shall be deemed that a tertiary student club which is granted full membership or associate membership to NUGAS (Vic) accepts to be bound by this Constitution.

6.7.1. Affiliation to NUGAS (Vic) is for a period not exceeding 12 months beginning from the date on which affiliation is accepted. Re-affiliation is deemed automatic provided there is an adherence to S.6.2(c) unless the committee otherwise resolves.

- a. Tertiary student clubs may be required by the NUGAS (Vic) Committee to pay an annual affiliation fee to NUGAS (Vic) not exceeding \$100.

6.8.1. NUGAS (Vic) is a member of the National Body of the National Union of Greek-Australian Students and as such, is bound by the National Body's:

- a. Subject to S. 6.8.1, any resolution made by the National Body of the National Union of Greek-Australian Students requires an approval by the current NUGAS (Vic) committee by a two-thirds majority.
- b. Where such resolutions as described in S. 6.8.1, are contrary to this Constitution, NUGAS (Vic) is not bound by the resolutions.
- c. NUGAS (Vic) can only cease to be a member of the National Body of the National Union of Greek-Australian Students at a General Meeting or Annual General Meeting, according to S.16 and S.17 respectively.

6.9.1. NUGAS (Vic) can affiliate to any organisation via a decision made at a General Meeting or an Annual General Meeting.

- a. Where the Constitution of the organisation to which NUGAS (Vic) affiliates (under the power granted by S.6.9.1. and this Constitution are in conflict, NUGAS (Vic) shall be bound by the provisions of this Constitution.
- b. NUGAS (Vic) can cease to be a member of any organisation to which it affiliates with, other than as described under S.6.8, via a decision made at a General Meeting or an Annual General Meeting.

PART VII – FINANCIAL MEMBERSHIP

7.1.1. A student shall be granted full membership to NUGAS (Vic) if he/she is a financial member of an affiliate club or a general financial member.

7.2.1. A student who is a full member of NUGAS (Vic) can only be expelled as a member of NUGAS (Vic) if he/she is expelled from his/her tertiary student club, or via a decision made at a General Meeting.

7.3.1. A graduate of any tertiary institution or independent may apply for full membership to NUGAS (Vic) regardless of whether or not the tertiary institution of which he/she has graduated from has a tertiary student club which is affiliated to NUGAS (Vic).

- a. A graduate can only apply for full membership to NUGAS(Vic) if he/she is a graduate of no more than three years standing.

7.4.1. Students and graduates as described in S.7.1 and S.7.3 are to be considered full members and afforded all the rights and privileges of membership.

7.5.1. A graduate can only be expelled as a member from NUGAS (Vic) via a General Meeting of NUGAS (Vic).

PART VIII – HONORARY MEMBERSHIP

8.1. There shall be a separate class of membership to NUGAS (Vic) known as honorary membership.

- a. Honorary membership shall be made up of the following two classes:
 - i. Life members
 - ii. Appreciation members
- b. Life membership can only be awarded to persons who are no longer on the NUGAS (Vic) Committee but who had, in the past, served on the NUGAS (Vic) Committee for a minimum of two years.
- c. The award of life membership may be awarded to an individual by the NUGAS (Vic) Committee for meritorious service to NUGAS (Vic) which was above and beyond that service normally expected of a NUGAS (Vic) Committee member. A maximum number of two life memberships may be awarded per annum.
- d. Certificates of Appreciation may be awarded to persons who have never served on the NUGAS (Vic) Committee or who have, but do not at the time of the award serve on the NUGAS (Vic) Committee.

- e. Certificate of Appreciation may be awarded to an individual by the NUGAS (Vic) Committee for exceptional service to NUGAS (Vic).
- f. An Honorary member does not have a right to vote at any NUGAS (Vic) meeting unless he/she is:
 - i. a current student;
 - ii. a graduate; or
 - iii. a committee member of NUGAS (Vic)
- g. Honorary members are exempt from paying any membership fees.

PART IX – THE COMMITTEE

9.1. THE COMMITTEE

- a. The committee shall be constituted based on the number of affiliated clubs at the time of the Annual General Meeting.
- b. No affiliated tertiary student organisation's members may occupy more than 3 positions on the committee.
- c. The Committee may include up to a maximum of three independent or graduates who were at the time of completion of their degree financial members of NUGAS (Vic).
- d. Only committee members have the power to vote at NUGAS (Vic) committee meetings.
- e. The Committee at any one time to be valid must consist of at least 6 persons from at least 2 different tertiary student organisations. Where such a condition is not satisfied, an Annual General Meeting or Extra-Ordinary General Meeting must be called to re-elect a new Committee.
- f. No person shall ever occupy more than one office bearer's position at any one time.
- g. A committee member who has breached PART XI – DUTIES OF OFFICE BEARERS and has been deemed unfit to serve as a NUGAS representative cannot re-serve for a minimum of one Term.

PART X – STRUCTURE OF THE COMMITTEE

10.1. STRUCTURE OF THE COMMITTEE

- a. Only the committee as a whole has the power to make resolutions that bind NUGAS (Vic). Decisions within the sub-committees of NUGAS (Vic) do not bind NUGAS (Vic) unless approved through the proper voting procedure outlined in S.19.
- b. A person seeking a Committee position in NUGAS (Vic) can only do so if he/she is first a full member of NUGAS (Vic), either by virtue of S.7.1.1. or S.7.3.1.
- c. Before the commencement of nominations, an initial vote will be undertaken by Committee members in accordance with S.12.1 of the Constitution to determine whether the Committee will have a Co-Presidency or a Presidency and Vice-Presidency.

PART XI – DUTIES OF THE OFFICE BEARERS

The President or Co-Presidents shall:

- Preside as chairperson at each Victorian State Council meeting
- Act as spokesperson for NUGAS (Vic) on issues approved by the Victorian State Council
- Represent NUGAS (Vic) at all public meetings and gatherings in their capacity as President
- Liaise with other organisations, affiliated clubs and other bodies in Australia and overseas
- Co-ordinate meetings of NUGAS (Vic)
- Co-ordinate the activities of NUGAS (Vic)
- Co-ordinate the research of issues capable of becoming state and/or national policy
- Submit reports at the Annual General Meeting and all other General Meetings
- Act in accordance with the directives of NUGAS (Vic)
- Act in accordance with the NUGAS (Vic) Constitution
- Act in Accordance with the Incorporations Act

The Vice President shall:

- Assist the President in the performance of the President's role
- Act in the President's role during periods of the President's absence
- Oversee the general operations of the NUGAS (Vic) including but not limited to overseeing all sub-committees
- Investigate and apply for Government Grants to assist NUGAS (Vic) in furthering its objectives (moved from Treasurer)
- Submit reports at the Annual General Meeting and all other General Meetings
- Act in accordance with the directives of NUGAS (Vic)
- Act in accordance with the NUGAS (Vic) Constitution
- Act in accordance with the Incorporations Act

The Secretary shall:

- Be the public officer of NUGAS (Vic)
- Maintain registers of National Life members who reside in Victoria, Victorian Honorary Life members, Certificate of Appreciation Honorary Life members, Affiliate Club members, NUGAS National Council members, NUGAS (Vic) committee members and Affiliate Club committee members
- To ensure that members of NUGAS (Vic) are informed of dates, times and places of NUGAS (Vic) meetings.
- To prepare agendas and distribute supporting papers
- To record or cause to be recorded minutes of each General Meeting and of each NUGAS (Vic) meeting
- To handle and deal with matters of correspondence
- To keep an up-to-date register of members of NUGAS (Vic)
- Submit reports at the Annual General Meeting and all other General Meetings
- Act in accordance with the directives of NUGAS (Vic)
- Act in accordance with the NUGAS (Vic) Constitution
- Act in accordance with the Incorporations Act

The Treasurer shall:

- Keep banking and other financial business of NUGAS (Vic) up to date at all times
- Ensure that all transactions of NUGAS (Vic) are duly recorded in appropriate books of account on a regular basis
- Maintain full details of all receipts and expenditure connected with the activities of NUGAS (Vic)
- Present financial reports to every meeting of NUGAS (Vic)
- Make all payments authorized by NUGAS (Vic)
- Investigate and apply for Government Grants to assist NUGAS (Vic) in furthering its objectives
- Treasurer shall also be responsible for the attainment of sponsorship
- Collect annual membership fees, as determined by NUGAS (Vic), from its affiliate clubs
- Collect membership fees, as determined by NUGAS (Vic), from its individual members
- Collect and receive all money or cheques due to NUGAS (Vic)
- Deposit all money collected into the NUGAS (Vic) account at a bank nominated by NUGAS (Vic)
- Prepare the Annual Financial Statements as designated by the Act, which shall be presented at the NUGAS (Vic) AGM
- Submit reports at the Annual General Meeting and all other General Meetings
- Act in accordance with the directives of the Victorian State Council
- Act in accordance with the NUGAS (Vic) Constitution
- Act in accordance with the Incorporations Act

The Social and Cultural Officer shall:

- Responsible for organizing and promoting any social, sporting and cultural events or activities which NUGAS (Vic) may, from time to time decide upon
- Responsible to inform NUGAS (Vic) of any social, sporting, and cultural events which may be organized from time to time by any other Greek organization
- Maintain a calendar of socially and/or culturally significant dates and events for NUGAS to be involved with or share to members

- Create content of social or cultural significance
- Submit reports at the Annual General Meeting and all other General Meetings
- Act in accordance with the directives of NUGAS (Vic)
- Act in accordance with the NUGAS (Vic) Constitution
- Act in accordance with the Incorporations Act

The Education Officer shall:

- Be in regular communication with each Greek Department around Victoria
- Promotes Hellenic (both modern and ancient) tertiary studies and informs members about them.
- Facilitate education-based events and/or initiatives
- Submit reports at the Annual General Meeting and all other General Meetings
- Act in accordance with the directives of NUGAS (Vic)
- Act in accordance with the NUGAS (Vic) Constitution
- Act in accordance with the Incorporations Act

The Marketing Officer shall:

- Be responsible for the preparation and distribution of any promotional matter regarding forthcoming events or activities
- Publicise and cause to be known policy or other matters adopted by NUGAS (Vic)
- Maintain and develop publicity of the NUGAS (Vic) activities in all Australian and Greek forms and other avenues
- Maintain all 'online publications and social platforms'.
- Develop strategies to promote events or activities.
- Submit press releases and converse with media outlets
- Submit reports at the Annual General Meeting and all other General Meetings
- Act in accordance with the directives of NUGAS (Vic)
- Act in accordance with the NUGAS (Vic) Constitution
- Act in accordance with the Incorporations Act

The Executive

- The Executive shall be made up of the President, Vice President, Treasurer, Secretary, Social and Cultural Officer, the Marketing Officer and Education Officer

A General Committee Member shall:

- Enrol into one of the NUGAS (Vic) sub-committees
- Assist and engage in the various projects being undertaken by NUGAS (Vic) and their subcommittees
- Undertake a representative portion of the workload in their sub-committee
- May, with permission of the NUGAS (Vic) committee, undertake projects outside the general scope of sub-committees.
- Can go between sub-committees depending on the workload of the portfolios
- Report back to their affiliate committees the ongoings of NUGAS meetings, events and initiatives.
- Act in accordance with the directives of NUGAS (Vic)
- Act in accordance with the NUGAS (Vic) Constitution
- Act in accordance with the Incorporations Act

PART XII – VOTING BY THE COMMITTEE

12.1 VOTING BY THE COMMITTEE

- a. All Committee members shall have a right to vote on any issue raised in Committee meeting.
- b. All Committee members have an equal vote with one another and one Committee member's vote shall NOT be deemed to have more value than another Committee member's vote.
- c. All Committee members have the right to abstain from voting on any issue raised in a Committee meeting. For the purposes of this Constitution, a committee member who abstains from a vote shall be deemed to have a neutral position and their vote is not to be implied to be either for or against.
- d. Any committee member who has a conflict of interest of any type (either pecuniary or personal) must abstain from a vote and must fully disclose the extent of the conflict of interest to the Committee.
- e. Once full disclosure is made, the Committee may at its discretion resolve to allow the interested committee member to have a vote in the matter.
- f. For a vote to be effected on any issue during a Committee meeting, a Committee member must first put a motion forward to vote on the specified issue and the motion must subsequently be seconded by another Committee member of NUGAS (Vic).
- g. Providing S.12.1 is complied with, the Committee members vote on the motion subject to their rights under this section.
- h. A vote is passed by a simple majority.
- i. If a vote on any specified issue occurs, but the procedure of the vote does not subscribe to this section the outcome of the vote shall be deemed to be void.
- j. Where a vote occurs and the procedure of the vote follows the procedure set out by this section and a dead-lock exists the motion shall be deemed to have failed.
- k. Where any issue is put to a vote, the Committee will be constrained by the decision and the issue shall not be put to a vote again.
- l. Where an issue arises which concerns misconduct or the discipline of any Committee member (except that of a conflict of interest as provided for in this section), the principles of natural justice shall apply and the Committee member maintains his/her right to vote and be part of the committee until the matter is resolved.
- m. In the event of a dead lock outcome on a vote, the executive re vote on the motion.

PART XIII – CONSTITUTIONAL MEETINGS

- 13.1. There are three types of meetings which NUGAS (Vic) can employ:
- a. Committee Meeting
 - b. a General Meeting
 - c. an Annual General Meeting

PART XIV – COMMITTEE MEETINGS

14.1. COMMITTEE MEETINGS

- a. A properly constituted Committee meeting shall be made up of the following quorum;
 - i. at least 50% of all Committee members of the NUGAS (Vic) Committee; and
 - ii. at least one representative, being the President or one officer, from each subcommittee.
- b. A Committee meeting can be called at any time, providing any four Committee members give the President 7 days' notice of the meeting.
- c. The Committee can, under a vote pursuant to S.12.1, elect to dispense with notice as required in S.14(a)(i).
- d. A Committee member who is absent from
 - i. three consecutive meetings, or
 - ii. five Committee meetings throughout the year, without apology and valid excuse; shall be deemed to have resigned.
- e. The effect of S.14. d. may only be nullified through a vote at a General Meeting
 - i. Any member of NUGAS (Vic) under S.7, S.8 or S.9, is entitled to attend Committee meetings and to express his/her views on any issue brought up during the meeting.
 - ii. A member of NUGAS (Vic), has not got the right to vote on any matter or issue which arises during the Committee meeting, unless he/she is a Committee member of NUGAS (Vic).
- f. A Committee meeting shall be conducted at least once every four weeks.

PART XV – EXTRA-ORDINARY GENERAL MEETINGS

15. 1. EXTRA ORDINARY GENERAL MEETINGS

- a. An Extra Ordinary General Meeting may be called in any of the following ways:
 - i. A petition is signed by 50 full members of NUGAS (Vic) and is presented to the President of NUGAS (Vic) outlining the reason(s) why a General Meeting is called; or
 - ii. A petition is signed by three tertiary student clubs with full affiliation status to NUGAS (Vic) and is presented to the President of NUGAS (Vic), outlining the reason(s) why a General Meeting is called.
 - iii. Once the petition is presented to the President of NUGAS (Vic), a General Meeting must be conducted within 28 days of such presentation.
- b. Notification of an Extra Ordinary General Meeting can be made through the Greek Printed media, via post to all full members of NUGAS (Vic) or any other suitable electronic means.
- c. A minimum of 7 days' notice is required of the General Meeting.
- d. The business of the General Meeting shall be concerned solely with the issue raised by the petition.
 - i. Voting at a General Meeting is not restricted to Committee members.
 - ii. Voting at a General Meeting is afforded to any full member of NUGAS (Vic) and to no one else.
- e. A vote of one full member shall be given equal weighting with a vote of another full member.
- f. A Committee member's vote at a General Meeting shall be given equal value with the vote of any other full member of NUGAS (Vic).
- g. There is no limit to the number of General Meetings that can be held throughout the year.
- h. One General Meeting can deal with more than one petition, providing the requirements of this section are complied with.
- i. The quorum of a General Meeting shall be 50 full members or 5% of the full members of NUGAS (Vic), whichever is the lesser.
- j. If after 30 minutes of the appointed time for the commencement of a General Meeting the quorum as described in S. 15.1 (i) is not present, the meeting shall be deemed to have quorum if at least 25 full members are present, unless another place or time is specified by the Chairperson on approval of all the financial members present.

- k. The chairperson must act impartially at all times and must be appointed by the Committee at least one week before the Extra Ordinary General Meeting. The Chairperson may be any person who is aged over 18 years. The chairperson must not vote on any issue raised.

PART XVI – ANNUAL GENERAL MEETINGS

16.1. ANNUAL GENERAL MEETINGS

- a. There shall be one Annual General Meeting per annum.
- b. An Annual General Meeting must be held either in April or May of each year.
 - i. Notice of the Annual General Meeting may be through either a combination of the use of Greek Printed Media, post or any other suitable electronic communication.
- c. A minimum of 28 days' notice of the Annual General Meeting must be given to all full members.
 - i. The agenda of the Annual General Meeting must be determined at least 14 days prior to the date of the Annual General Meeting.
- d. Subject to S.16.1(c)(i), the agenda for the NUGAS(Vic) AGM shall include but not be limited to the following:
 - i. confirm the minutes of the previous NUGAS (Vic) AGM and any General Meeting subsequent to the previous NUGAS (Vic) AGM.
 - ii. receive and adopt the annual reports of each of the sub-committees of NUGAS (Vic) on the activities of NUGAS (Vic).
 - iii. receive an audited statement of accounts for the financial year if required by 'the Act'.
 - iv. in accordance with the provisions of this Constitution elect representatives to the NUGAS (Vic) Committee for the ensuing year.
 - v. transact any other business which prior notice has been given in accordance with the provisions herein.
- e. Only financial members of NUGAS (Vic) are entitled to vote at the Annual General Meeting.
- f. All individuals entitled to vote shall have equal voting rights.
- g. The quorum of an Annual General Meeting shall be identical to that as described for an Extra Ordinary General Meeting pursuant to S.15.1(i).

16.2. IN THE EVENT OF A FAILED AGM

In the event of a failed AGM, the AGM must be held exactly 7 days later than the original AGM, including same day, time, and unless specified otherwise, same location.

PART XVII – FURTHER RULES FOR THE CONDUCT OF MEETINGS

17.1. PROXY VOTES

No proxy votes are allowed on any of the NUGAS (Vic) meetings as described in S.14.1.

17.2. BRINGING BUSINESS BEFORE MEETINGS

A member desiring to bring any business before a meeting may give notice of that business in writing to the Secretary, who shall include that business in the notice calling the next general meeting after the receipt of the notice.

PART XVIII – ELECTION OF THE COMMITTEE

18.1.1 ELECTIONS OF THE COMMITTEE

Elections of the NUGAS (Vic) Committee shall be conducted annually at the Annual General Meeting.

18.2.1. NOMINATIONS FOR CANDIDATES FOR ELECTION

Nominations for candidates for election shall:

- a. Be made in writing on the form as prescribed by the President and/or Secretary and signed by the candidate or made electronically by a method approved by the President and/or Secretary
- b. Be delivered to the President and/or Secretary no less than 14 days before the date of the Annual General Meeting.
- c. If nominations exceed the number of vacancies, an election shall be held at the Annual General Meeting by secret ballot.

18.3.1. RETURNING OFFICER

- a. If an election is to be held, the Committee shall elect a Returning Officer not less than 7 days before the date of the Annual General Meeting.
- b. The Returning Officer shall distribute ballot papers at the Annual General Meeting with the candidates' names in alphabetical order.

- c. The Returning Officer shall not:
 - i. be a candidate;
 - ii. endorse a candidate; or
 - iii. vote, in an election over which s/he presides.

18.4.1. SCRUTINEERS

The Annual General Meeting shall appoint two scrutineers to conduct the elections at the Annual General Meeting.

18.5.1. VOTING ON A PREFERENTIAL BASIS

- a. The voting for the Committee at the Annual General Meeting shall be conducted on a preferential basis.
- b. Any financial member of NUGAS (Vic), a graduate or independent may be nominated for election into the NUGAS (Vic) Committee.
- c. The NUGAS (Vic) Committee shall be elected by students and graduates who are full members of NUGAS (Vic) in accordance with S.17.

18.6.1. DEADLOCK

- a. Where there is a dead-lock between two or more applicants, the Committee position shall be determined via S.14.1, by the Committee members who have been elected into the NUGAS (Vic) Committee.
- b. The Committee members under S.12 are constrained to choose from the applicants who find themselves in the dead-lock.
- c. At the Annual General Meeting, successful candidates will be inducted into the NUGAS (Vic) Committee. Positions within the committee (S 10) will be voted for internally within the new committee at the first Committee Meeting (S 14.1) after the AGM. This Committee Meeting must be held at the latest 7 days after the AGM.

18.7.1. RETURNING OFFICER TO TEMPORARILY RUN NUGAS VIC COMMITTEE UNTIL FIRST MEETING

Between the time of the AGM and the first Committee Meeting (refer S20.9), the returning officer will be temporarily shall run the NUGAS VIC committee. The returning officer's authority shall be strictly limited to setting the date of the first Committee Meeting and chairing the first Committee Meeting until the President is elected, who after being elected, shall take over the chair.

18.8.1. ELIGIBILITY TO THE NUGAS EXECUTIVE COMMITTEE

- a. Only eligible members can be nominated for a NUGAS executive committee member position.
- b. A member is eligible to be nominated for a NUGAS executive committee member position if the member:
 - i. has served as a committee member in any affiliated club committee for at least one term; and/or
 - ii. has served as a committee member in the NUGAS committee for at least one term.
- c. In the event where there are no eligible members nominated for an executive committee member position, a non-eligible committee member may be nominated.

PART XIX – WHERE A COMMITTEE MEMBER RESIGNS OR IS DEEMED TO HAVE RESIGNED
--

19.1.1. Where a Committee member resigns or is deemed to have resigned, the position which he/she resigns from is deemed to be vacant.

19.2.1. Where a sub-committee Coordinator or Officer resigns or is deemed to have resigned, such person is deemed to have resigned from the NUGAS (Vic) Committee and the relevant subcommittee.

19.3.1. Where a Committee member resigns or is deemed to have resigned, it shall be deemed that a vacancy on the Committee exists.

19.4.1. A vacancy is deemed to come into effect once notice of the resignation is effected at a Committee meeting of NUGAS (Vic).

19.5.1. Any student or graduate, who was eligible for election at the time of the last preceding Annual General Meeting, can apply via the Administrative Sub-Committee of NUGAS (Vic) to occupy the vacancy and hence, become a committee member of NUGAS (Vic).

19.6.1. Nominations for the vacancy under this section shall be accepted up until the commencement of the voting procedure under S.12.1 to use to determine the occupancy of the vacancy.

- a. If there is one applicant only for the vacant position, the applicant shall be deemed to become a committee member of NUGAS (Vic) immediately.
- b. If there two or more applicants for the vacancy, the Committee shall vote for the occupancy of the vacancy according to S.12.1.

19.7.1. The Committee can only exercise its power under S.21.7(b) once 7 days have elapsed from the time the vacancy came into effect.

PART XX – ASSOCIATE MEMBERS TO THE SUB-COMMITTEES

20.1.1. ASSOCIATE MEMBERS TO THE SUB-COMMITTEES

Post-election of the new NUGAS committee at the Annual General Meeting, the Presidents and Subcommittee leaders, on behalf of the committee may open the subcommittees to allow for non-NUGAS committee members to join the subcommittees. This will allow for more involvement, resources, content, and idea creation for the NUGAS subcommittees. There will be 3 positions for each sub-committee (excluding NUGAS committee entrants) available for occupancy.

20.2.1 APPLICATIONS

The following will apply:

- a. NUGAS affiliate committee members and/or NUGAS financial members of affiliate committees may apply to join each NUGAS subcommittee.
- b. Applications must be made in writing on the form as prescribed by the President and/or Secretary and signed by the candidate or made electronically by a method approved by the President and/or Secretary. Applications will remain open until all 3 positions are filled in each nominated subcommittee.
- c. From the announcement of the subcommittee positions to NUGAS members, a 30 day period must be abided by before applications can be accepted. The leader of the subcommittee and the NUGAS Presidents shall review each application. The committee will then vote on accepting the applicant into the subcommittee, with a simple majority required for the vote to pass. Successful applicants will then be notified by the Presidents and/or Subcommittee leader. From this date, these entrants will be now referred to as “Associate Members to the Subcommittee”.
- d. Associate members to the subcommittee will hold their position until the next Annual General Meeting, unless Section 20.4.1 is applied.

20.3.1 LIMITATIONS AND DUTIES

Associate members to the subcommittee:

- a. Do not have voting rights and are not official members of the NUGAS committee.
- b. Must abide by all requirements as set out in the application they have submitted.
- c. Must abide by requirements of general committee members as set out in PART XI – Duties of Office Bearers in the NUGAS constitution.

20.4.1 FAILURE OF DUTY

If the Presidents and/or Sub-committee Leader believe an Associate Member to the Sub-Committee has failed in their duties to NUGAS:

- a. The Presidents / and/or Sub-committee Leader may initiate a meeting with the individual(s) to discuss their performance, behaviour or actions.

- b. If the Presidents / and/or Sub-committee Leader are unsatisfied with the individual(s) response in the meeting, a vote to remove the individual(s) will be called at the next NUGAS meeting. The vote requires a simple majority to confirm the removal. If the vote moves to remove the individual(s) as an alumni panel member, the Presidents will notify the individual(s) of the outcome of the vote and the individual will be removed from their role and responsibility effective immediately.
- c. Alternatively, the individual may issue a letter of resignation if they choose to quit on their own accord. This would remove the requirement for any vote.
- d. Should they be removed from their role; the decision is final and a vacancy as per Part XIX of the Constitution will apply.

PART XXI – ALUMNI PANEL

21.1.1. ALUMNI PANEL

Post election of the new NUGAS committee at the Annual General Meeting, the Executive, on behalf of the committee may form the alumni panel. This will allow for sponsorship and resources assistance and a stronger connection between current and past committees. There will be 15 positions available in the alumni panel.

21.2.1 APPLICATIONS

The following will apply:

- a. NUGAS alumni committee members that have served for at least one term on a State or National committee may apply to join the alumni panel.
- b. Applications must be made in writing on the form as prescribed by the President and/or Secretary and signed by the candidate or made electronically by a method approved by the President and/or Secretary. Applications will remain open until all 15 positions are filled in the panel.
- c. From the announcement of the alumni panel, a 30 day period must be abided by before applications can be accepted. The NUGAS Presidents, on behalf of the committee shall review each application. The committee will then vote on accepting the applicant into the panel, with a simple majority required for the vote to pass. Successful applicants will then be notified by the Presidents. From this date, these entrants will be now referred to as “Alumni Panel Members”.
- d. Alumni panel members will hold their position until the next Annual General Meeting, unless Section 20.4.1 is applied.

21.3.1 LIMITATIONS AND DUTIES

Alumni panel members:

- a. Do not have voting rights and are not official members of the NUGAS committee.
- b. Are to be advisors to the NUGAS committee to assist in alumni communication and organisation, sponsorship and anything deemed required by the Presidents.
- c. Must abide by all requirements as set out in the application they have submitted.

- d. Must abide by requirements as set out in PART XI – Duties of Office Bearers in the NUGAS constitution.

21.4.1 FAILURE OF DUTY

If the Presidents believe an Alumni Panel Member has failed in their duties to NUGAS:

- a. The Presidents may initiate a meeting with the individual(s) to discuss their performance, behaviour or actions.
- b. If the Presidents are unsatisfied with the individual(s) response in the meeting, a vote to remove the individual(s) will be called at the next NUGAS meeting. The vote requires a simple majority to confirm the removal. If the vote moves to remove the individual(s) as an alumni panel member, the Presidents will notify the individual(s) of the outcome of the vote and the individual will be removed from their role and responsibility effective immediately.
- c. Alternatively, the individual may issue a letter of resignation if they choose to quit on their own accord. This would remove the requirement for any vote.
- d. should they be removed from their role; the decision is final and a vacancy as per Part XIX of the Constitution will apply.

PART XXII – AMENDMENTS TO THIS CONSTITUTION

20.1. Amendments to this Constitution can only be made in the following manner:

- a. The proposed amendment(s) must first be approved by the Committee in accordance with S.12.1.
- b. A General Meeting or an Annual General Meeting is called in accordance with this Constitution.
- c. A majority of 75% of those members present and entitled to vote at the Extra Ordinary General Meeting or the Annual General Meeting, as the case may be, approve of the proposed amendment.

PART XXIII – WINDING UP

21.1.1. NUGAS (Vic) shall be dissolved upon the passing of a 75% majority of an appropriate resolution at an Extra Ordinary General Meeting or an Annual General Meeting.

21.2.1. In the event of the winding up of NUGAS (Vic), the assets of NUGAS (Vic) shall be applied to the liabilities of NUGAS (Vic) and any surplus assets shall be donated to an organisation or organisations with similar objectives to NUGAS (Vic), as so declared by a 75% majority of a General Meeting or Annual General Meeting at which the resolution to dissolve NUGAS (Vic) was passed.