



General Practice Students Network – University of New England

Club Constitution

January 2023



1. Official Name

- 1.1. This club shall be recognised as the “General Practice Students Network – University of New England”. The “General Practice Students Network – University of New England” club shall be referred to hereafter as “GPSN UNE”.

2. Aims and Objectives

- 2.1. To promote and develop lifelong skills and knowledge in the General Practice medical specialty by organising clinical skills sessions, social events, seminars and conferences, peer support and networking opportunities.

3. Membership

- 3.1. Membership shall be open to any medical student who wishes to further the interest of GPSN UNE
- 3.2. Associate members shall be bound by the by-laws of this Club, General Practice Students Network, General Practice Registrars Australia, UNELife
- 3.3. Membership is free
- 3.4. All student members must register with the General Practice Students Network website <https://gpsn.org.au/membership/>

4. Termination of Membership

- 4.1. Any person’s membership may be terminated by the following events:
 - 4.1.1. Resignation
 - 4.1.2. Expulsion
- 4.2. The Club Executive shall have the power to suspend or expel any members of the Club for:
 - False or inaccurate statements made in the member’s application for membership of the Club.
 - Breach of any rules, regulations or by-law of the Club.
 - By any act detrimental to the Club.
- 4.3. Any member who is expelled, suspended or has their membership terminated, shall have the right to appeal against their suspension or expulsion by presenting their case to a General Meeting called for such purpose, and the decision of the General Meeting shall be final.

5. Affiliation

- 5.1. GPSN UNE will remain affiliated with the UNELife
- 5.2. GPSN UNE will be abiding by all the rules and regulations set out by the UNELife. No Sections of the GPSN UNE constitution shall in any way place limitations on the equal rights of any UNELife members to become a member of a Club/Society, unless specifically recommended by UNELife.

6. The Executive

- 6.1. Only full members and students of are eligible to become office bearers in the GPSN UNE club, associate members are not eligible.
- 6.2. Management of the GPSN UNE shall be vested in the GPSN UNE Executive elected by the members at the Annual General Meeting. The positions and current executive elect are as follows:
 - Chair
 - Vice-Chair
 - Treasurer
 - Secretary
- 6.3. No person shall hold more than one position on the GPSN UNE Executive at any one time. A person shall cease to be a member of the GPSN UNE Executive at the conclusion of the Annual General Meeting that follows his/her election and he/she will be eligible for re-election.
- 6.4. A quorum (minimum number of attendees) of the GPSN UNE Executive shall be half of its members plus one.
- 6.5. Each member of the executive must attend the Annual Clubs & Societies Networking event and Workshops. If they are not able to attend they must notify GPSN UNE in writing at least 24 hours before its commencement.

7. Meeting

Annual General Meeting

- 7.1. The Annual General Meeting of the GPSN UNE must be held prior to the affiliation date.
 - 7.1.1. The Secretary shall give at least fourteen (14) days' notice of the date of the Annual General Meeting, to members and UNELife.
 - 7.1.2. All members and associates may attend the Annual General Meeting.
 - 7.1.3. The quorum at the Annual General Meeting shall be a minimum of 50% of members plus one if the club has less 30 members. If the club has more than 30 members, then at least 10 members need to attend to make quorum. If, at the end of 30 minutes after the time appointed in the notice for the opening of the meeting, there be no quorum the meeting shall stand and adjourn for one week. If at such meeting there is no quorum those members present shall be competent to discharge the business of the meeting.
 - 7.1.4. The agenda for an Annual General Meeting shall be:
 - 7.1.4.1. Opening of Meeting
 - 7.1.4.2. Apologies
 - 7.1.4.3. Confirmation of minutes of previous Annual General Meeting
 - 7.1.4.4. Presentation of Annual Report
 - 7.1.4.5. Adoption of Annual Report
 - 7.1.4.6. Presentation of Treasurer's statement
 - 7.1.4.7. Election of New Executive
 - 7.1.4.8. Vote of thanks to outgoing Executive
 - 7.1.4.9. Determination of Annual Membership Fee
 - 7.1.4.10. Notices/s of Motions
 - 7.1.4.11. Urgent general business
 - 7.1.4.12. Closure

General Meeting

7.2. The Secretary shall give at least seven (7) days' notice, in writing (email is sufficient), of the date of any meeting to relevant members.

Voting

7.3. Voting powers at the Annual General Meeting and General Meeting:

7.3.1. The Chair shall be entitled to a deliberate vote and, in the event of a tied vote; the Chair shall exercise a casting vote.

7.3.2. Each individual members (Full and Associate) present shall have one (1) vote.

8. Finances

8.1. All funds of GPSN UNE shall be deposited into the GPSN UNE bank account at Bank of Queensland.

8.2. Only the President and Treasurer may be authorised signatories to the bank account

8.3. All payments from the GPSN UNE account must be paid by cheque after being passed by the club executive.

8.4. The Treasurer shall be responsible for the submission of a statement of Income and Expenditure, Assets and Liabilities to the Annual General Meeting.

8.5. The financial year of the GPSN UNE shall commence on 1st of January and records of the GPSN UNE shall be available to be audited each year by UNELife.

8.6. All cheques need to be signed by two authorised signatories to the GPSN UNE bank account.

8.7. No club shall have more than \$100 petty cash at any one time. All petty cash must be recorded.

9. Amendments to the Constitution

9.1. No alteration, repeal or addition shall be made to the Constitution except at the Annual General Meeting, or General Meeting, called for that purpose and notice of all motions to alter, repeal or add to the constitution shall be given to members fourteen (14) days prior to the Annual General Meeting, or seven (7) days prior to a General Meeting called for such purpose.

9.2. Such motions, or any part thereof, shall be of no effect unless passed by a seventy five percent (75%) majority (Special Resolution) of those present and entitled to a vote at the Annual General Meeting, General Meeting or GPSN UNE Executive Meeting, as the case may be.

10. Dissolution of the Club

10.1. If on the winding up of the GPSN UNE and property of the GPSN UNE remains after satisfaction of the debts and liabilities of the GPSN UNE and the costs, charges and expenses of that winding up, the property shall be distributed to the UNELife.