PhUNE Constitution

Version 2023

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1. Name

The name of the club shall be PhUNE, the University of New England Pharmacy Students' Association herein after referred to as PhUNE.

2. Objects

The objects of PhUNE shall be:

2.1. to encourage and foster relationship between students enrolled in Bachelor of pharmacy with Honours

2.2. to promote the profession of pharmacy both within the University of New England, the professional community and the general community.

2.3. to be accountable, professional and inclusive of all UNE Bachelor of Pharmacy with Honours students

3. Membership

3.1. Membership is open to all students enrolled in Bachelor of Pharmacy with Honours at UNE.

3.2. Associate membership is open to persons, not being students enrolled in Bachelor of Pharmacy with Honours, who have been approved by the Executive.

3.3. Associate members shall not be entitled to vote or stand for any office of PhUNE.

3.4. Membership and associate membership fees shall be determined from time to time by General Meeting and shall be payable at any time during the calendar year and will be valid from 1st January to 31st December of the year in which paid

3.5. The membership fee is currently $20 as set by the 2017 committee.

3.6. Eligible persons are invited to join at any time during the year, however the fee is not pro-rated.

4. The Executive

4.1. Subject to resolutions of a General Meeting the management and control of the affairs of PhUNE shall be vested in the Executive consisting of:

4.1.1. President.

4.1.2. Vice President.

4.1.3. Secretary.

4.1.4. Treasurer.

4.1.5. Membership Officer

4.1.6. Social Media Officer

4.1.7. Social Functions Officer.

4.1.8. Junior Representative/NAPSA officer (Can include more than 1 person in this role dependent on number of applications)

4.1.9. Senior Representative/SHPA representative (Can include more than 1 person in this role dependent on number of applications)

4.1.10. Education Officer.

4.2. The Executive shall hold office until handover to the new committee at the Annual General Meeting.

4.3. A quorum for a meeting of the Executive shall be four (4).

4.4. Meetings of the Executive shall be held at least four (4) times each academic year.

4.5. If any financial member holds more than one Executive position they will be treated as one (1) voting right.

5. Meetings

5.1. All meetings shall occur via Zoom. The meeting platform may be reviewed from time to time and must be voted on by general meeting.

5.2. The Executive shall call meetings by placing a notice on the PhUNE Moodle page and via email at least seven (7) days prior to the meeting, stating:

5.2.1. the time, date and place of meeting.

5.2.2. the business to be transacted.

5.3. Executive members shall make apologies before 12 hours before the meeting.

5.4. The Executive shall be responsible for initiating the meeting via Zoom at the agreed time by creating a group video call

6. Annual General Meeting

6.1. The Annual General Meeting shall be held no later than two (2) week after the Executive election each year.

6.2. The Executive shall present to the meeting an Annual Report and a Financial Statement, copies of which shall be forwarded to UNE Life within 21 days of the Annual General Meeting.

6.3. A quorum for the Annual General Meeting shall be 15% of the membership.

6.4. Should a quorum not be present 30 minutes after the appointed time for the Annual General Meeting, the meeting shall be adjourned and the members present may appoint any convenient time, date and place for the holding of the adjourned meeting.

6.5. If at the adjourned Annual General Meeting a quorum is not present within 30 minutes after the appointed time the members present form the quorum.

7. Finance

7.1. No member shall incur any expenditure on behalf of PhUNE without the approval of the Executive.

7.2. Approval by the Executive of expenditure shall be stated in the minutes of the meeting.

7.3. The Executive shall ensure the proper records are kept of all receipts and payments made on behalf of PhUNE.

7.4. PhUNE may apply to UNE Life for advice with financial and other forms of assistance in accordance with the rules of UNE Life

8. Dissolution

8.1. PhUNE may be dissolved by:

8.1.1. a resolution of a General Meeting.

8.1.2. a resolution of UNE Life's Board by virtue of PhUNE's continued inactivity for a period of excess of 12 months.

8.2. Upon dissolution all property of PhUNE shall be vested in UNE Life or other University body approved by the Board for this purpose.

9. Non-Profit Clause

The assets and income of PhUNE shall be applied solely in furtherance of its above-mentioned objects and no portion shall be distributed directly or indirectly to members of the association except as bona fide compensation for services rendered or expenses incurred on behalf of the association.

10. Amendment of Constitution

This constitution may be amended by meeting and UNE Life shall be advised of any amendment.