

Constitution of the Auckland Muslim Students Association

Interpretation

- A. 'Club' means 'Auckland Muslim Students Association'.
- B. 'Year' means the period from the closing of the Annual General Meeting to the closing of the Annual General Meeting in the following year.

1. Name

- A. The name of the club shall be "Auckland Muslim Students Association".

2. Objects

- A. The objects of the Club are to:
 - I. Foster social cohesion within the on-campus Muslim community.
 - II. Increase Islamic awareness at the University of Auckland amongst staff and students.
 - III. Improve the University environment for the benefit of all people at the University of Auckland regardless of religious belief.
 - IV. Pecuniary gain is not a purpose of the Club.

3. Affiliation

- A. The Club shall be affiliated to the Auckland University Students' Association Incorporated.
- B. The Committee shall have the power to cause the Club to become a member of any club or association having object similar to those of the Club or to become affiliated to the any club on such terms and conditions as it sees fit, provided that the approval of the executive of the Auckland University Students' Association be obtained.

4. Membership

A. Membership types

I. Ordinary members

Ordinary members (hereby referred to as 'members') shall be a member of the University or at the discretion of the Committee, any other person.

II. Life members

The Club shall have the power in General Meeting to elect to Life Membership of the Club any person or persons having rendered outstanding service to the Club, provided that in any one year only two persons be elected, and provided further that the nominations for such election be first considered and approved by the Committee.

B. Admission of members

To become a member of the Club, a person must:

- I. Complete and submit an application form to the satisfaction of any Committee member of the Club
- II. Pay any subscription required by 4.c.
- III. Provide any other information requested by the Committee

C. Subscriptions

- I. The Committee shall set an annual subscription for members.
- II. Life Members, the President, Vice-President, Secretary and Treasurer shall be exempt from payment of any subscription.
- III. The Committee may set different subscriptions for applicants joining at different times of year.
- IV. The Committee may set different subscriptions for applicants who are not members of the University.

D. Obligations of members

All Members and Officers shall promote the purposes of the Club and shall do nothing to bring the Club into disrepute.

E. Cessation of Membership

- I. Any member may resign by giving written notice to the Secretary.
- II. Any person shall cease to be a member in the second week of the first semester of the University year, unless they have renewed their membership prior in the manner outlined in 4.b.

5. Discipline

- A. The Committee may, by a majority of two thirds of its members present at a meeting called for any purpose, may expel from membership or from the committee for any period, and/or reprimand any member wilfully infringing any clause of the constitution, who, in the opinion of the Committee, is guilty of any act tendering him or her unfit to be a member of the Club, provided that before taking such action the Committee shall allow the member an opportunity of giving an explanation of his or her conduct and further provided there is right of appeal to the Auckland University Students' Association Executive.

6. General Meetings

- A. A general meeting of the Club may be called for any purpose by the direction of the Committee at any time, or shall be called by any of the President, Vice-President, Treasurer or Secretary.
- B. At least forty-eight hours' clear notice of the place and time of a General Meeting and of the business to be transacted at such a meeting shall be given by a notice displayed in some conspicuous place in the University or by an email sent to all current members.
- C. General Meetings shall be chaired by the President, or if the President is absent by the Vice-President. In the absence of the President and Vice-Presidents the meeting shall, after waiting ten minutes after the advertised time of the meeting, elect a chairman from the members present.
- D. All members may attend and vote at General Meetings.
- E. On any given motion, the Committee may decide in good faith as to the method of voting. If any Member demands a secret ballot before a vote has begun, voting must be by secret ballot.

7. Annual General Meetings

- A. The Committee shall convene a General Meeting, called the Annual General Meeting ("AGM"), during the last term of the University academic year.
- B. At this meeting the following business will be transacted:
 - I. A statement of receipts and payments and a Balance Sheet shall be prepared and presented to the meeting.
 - II. A report of the year's activities shall be prepared by the Committee and presented to the meeting.
 - III. Officers of the Club shall be elected for the following year by majority vote.
 - IV. The Secretary shall call for nominations for Committee positions not less than seven days before the proposed Annual General Meeting. All nominations to be made public as they are received.

8. Officers

- A. The Officers of the Club elected at an AGM shall be:
 - I. A President.
 - II. A Secretary.
 - III. A Treasurer.
- B. A Vice-President may also be elected should this be desired.
- C. A number of other Officers as decided by the Committee prior to the AGM, subject to the approval of the Club.
- D. Not more than two Vice-Presidents, elected such that of the total number of Club Officers, two shall be men and two shall be women.
- E. At least one of the Officers described under 8(i - iii) must be enrolled in full-time studies at the University of Auckland.
- F. The Officers appointed at the AGM shall together constitute 'the Committee', and must all be bona fide members of the Club.
- G. The term of elected office of Committee Members shall be one year only, although members may stand for re-election in the AGM of a subsequent year.
- H. The Club may, at its discretion, appoint up to two General Members to the Committee at a General Meeting outside of the AGM.
- I. Persons cease to be Committee Members when:
 - I. They resign by giving written notice to the Committee.
 - II. They are removed by majority vote of the Club at a General Meeting.
 - III. Their term expires.
- J. If a person ceases to be a Committee Member, that person must within one month surrender to the Committee all Club documents and property in their possession.

9. Committee

- A. The management of the Club shall be vested in the Committee.
 - I. The role of the Committee is to advance the objects of the Club, and it shall manage Club monies or assets to achieve this.
 - II. All decisions of the Committee shall be by a majority vote. In the case of equality the Chair shall have a casting (that is, second) vote.
 - III. Decisions of the Committee bind the Club, unless the Committee's power is limited by these Rules or by a majority decision of the Club.
 - IV. The Committee shall have the power to fill by co-option any vacancy that may exist during the year.
 - V. At least forty-eight hours' notice shall be given for any Committee meeting. The President, Captain, Secretary, or any three members of the Committee have the authority to call a Committee meeting.

- VI. Three members personally present shall constitute a quorum. If quorum is not reached within half an hour of the time appointed for a meeting, the meeting shall be adjourned.
 - VII. The first Committee meeting of the year shall be called prior to the first term of the University academic year.
 - VIII. The first business at this meeting shall be the election of one of its members as chairman of the Committee.
 - IX. In the absence at any meeting of the chairman of the Committee, the meeting shall after waiting 10 minutes from the time called for the meeting, elect a chairman from the numbers present.
- B. The Secretary shall be responsible for:
- I. Writing full and accurate minutes of all General and Committee meetings, and making these minutes available to all members.
 - II. Making all Committee members' contact details available to all other Committee members.
 - III. Holding the Club's records, documents and books (except those required by other Officers).
- C. The Treasurer is responsible for:
- I. Keeping proper accounting records of the Club's financial transactions to allow the Club's financial position to be readily ascertained;
 - II. Providing a financial report including statements at each Annual General Meeting;
 - III. Holding the Club cheque book
- D. A bank account shall be kept at such a bank or banks as the Committee may from time to time determine. Such bank accounts shall be operated by any two of the Treasurer, Secretary and President and/or other members whom the Committee may appoint to do so.
- E. The Committee must not invest Club monies in interest-bearing accounts or term deposits.
- F. Where it is not possible to choose a non-interest-bearing account, the total monies due to interest must be donated to a charity by the end of the financial term.
- G. This charity must be one which is neither involved in publishing religious texts nor in the building or maintenance of places of worship.

10. Alteration to the Constitution

- A. These rules shall not be added to, amended or rescinded except by a resolution passed at a General Meeting of the Club by a majority of two-thirds of the members present and entitled to vote, provided that such addition, amendment or rescission is subsequently ratified by the Executive of the Auckland University Students' Association.

11. Dissolution

- A. Two-thirds of the members present at a General Meeting of the Club may resolve that the Club be dissolved from the date to be named in such a resolution. Any property or funds belonging to the Club at the date of such dissolution shall be surrendered to the Auckland University Students' Association to be held under trust until such time as similar Club or society is formed under the auspices of the Auckland University Students' Association.

12. Auckland University Students Association

- A. Any rulings conflicting with the Auckland University Students' Association are null and void.
B. The Club will not involve the Students' Association in any liability whatsoever.
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Declaration

We certify that this is a true and correct record of the Constitution as ratified

by: Auckland Muslim Students Association Committee

General Committee Meeting

On this day _____,

2016 At the University of Auckland.

Haris Murtaza

President

Bishir Arwani

Treasurer

Aamina Qureshi

Vice President

Hanna Yaqoob

Secretary
