

*the*

**Clinical Science**

**Society**



*the official*

**CONSTITUTION**

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The Amended Constitution of the Clinical Science Society was adopted on the 31<sup>st</sup> of August 2022.

## 1. NAME

The name of the Society is “the Clinical Science Society” and in this document it is called “the Society”.

## 2. INTERPRETATION

In this constitution, the following words and expression have the following meanings:

**2.1. Annual Election (AE)** means the annual election of the members of the Executive Committee in accordance with this constitution.

**2.2. General Meeting (GM)** means a meeting open to all Society members and interested members of the public to attend and is either an Annual General Meeting, Monthly General Meeting or Extraordinary General Meeting.

**2.3. Annual General Meeting (AGM)** means a General Meeting of the Society held in accordance with clause 12.1/ 12.2 to discuss general Society matters and undertake an Annual Election.

**2.4. Monthly General Meeting (MGM)** means a General Meeting of the Society held in accordance with clause 12.1 to discuss general Society matters and shape the next calendar year.

**2.5. Extraordinary General Meeting (EGM)** means a general meeting of the Society called in accordance with clause **Error! Reference source not found.**

**2.6. Executive Committee (EC)** primarily means the President, Treasurer and Secretary of the Society. All vice presidents, regardless of portfolio, are included as part of the Executive Committee. As of this amendment, the following vice presidents are recognised – Vice President of Academics, Vice President of Community Outreach, Vice President of Networking and Vice President of Media. An additional role known as Head of Volunteering and Human Resources can be taken up by any member of the Executive Committee as agreed upon the Committee. Typically, the best-fit candidate for this role will be intimately involved in Community Outreach or Networking.

**2.7. Committee of Directors (COD)** means all the directors of the Society. All directors, regardless of portfolio, are included as part of the Committee of Directors. As of this amendment, the following directors are recognised – Directors of Liaison (who train below the President), Directors of Finance (who train below the Treasurer), Directors of Administration (who train below the Secretary), Directors of Well-Being (who train below the Secretary), Directors of Academics (who train below the Vice President of Academics), Directors of Community Outreach (who train below the Vice President of Community Outreach), Directors of Networking (who train below the Vice President of Networking) and Directors of Media (who train below the Vice President of Media).

**2.8. League of Volunteers/ Engaged Divisions (LOVED)** means all the official Society volunteers and engaged members of community eligible for a volunteering certificate at the end of the volunteering season. All volunteers and engaged members, regardless of division, are included. As of this amendment, the following divisions are recognised – Academics, Community Outreach,



Networking and Media.

**2.9. The University** means Macquarie University through the Office of Engagement, Inclusion and Belonging.

### 3. PURPOSE

The purpose of the Society involves fulfilling our core values and commitments to the community as follows:

#### 3.1. Academic Excellence

To facilitate academic gatherings for students from the Bachelor of Clinical Science program and other interested parties, as per the core value of [academic excellence](#)

#### 3.2. Professional Networking

To facilitate social gatherings of students from the Bachelor of Clinical Science program and other interested parties, as per the core value of [professional networking](#)

#### 3.3. Charitable Community Outreach

To facilitate a common social justice cause by the students from the Bachelor of Clinical Science program and other interested parties, as per the core value of [charitable community outreach](#)

#### 3.4. Healthcare

To promote medicine, medical research, and the service of the community through healthcare as per our [core values and vision](#)

### 4. POWERS

The Society has the power to do anything necessary or incidental to the carrying out of the Society's purposes.

### 5. MEMBERSHIP

#### 5.1. Membership Eligibility

Membership of the Society is open to any individual over 16 interested in promoting the Society's core values and purposes.

#### 5.2. Categories of Membership

The Society has the following categories of membership:

5.2.1. **Paid Student Membership** for currently enrolled students at Macquarie University who can afford the annual membership fee.

5.2.2. **Paid Non-Student Membership** for persons not currently enrolled at the University (including former students of the University) who can afford the membership fee.

**5.2.3. Equity Student Membership** for currently enrolled students at Macquarie University who cannot afford the annual membership fee. The Society is dedicated to community outreach and the Executive Committee will assess eligibility for an equity membership in accordance with this value.

**5.2.4. Equity Non-Student Membership** for persons not currently enrolled at the University (including former students of the University) who cannot afford the membership fee. The Society is dedicated to community outreach and the Executive Committee will assess eligibility for an equity membership in accordance with this value.

### **5.3. Executive Committee Approval of Membership**

The Executive Committee's approval of an application for a membership must not be unreasonably withheld or delayed.

### **5.4. Approval of Membership Application**

All applications for membership must be received and approved by a member of the Executive Committee. This will involve marking the membership order as 'fulfilled' within the website application space. Post-approval the member must receive a 'Welcome' email from the President of the Society alongside access to the Members Portal.

### **5.5. Forcible Withdrawal or Withholding of Membership**

The Executive Committee, in consultation with the Engagement, Inclusion and Belonging Team, may withhold or withdraw approval of any person's application for Society membership if that Society membership would in the reasonable view of the Executive Committee be harmful to the Society or if it reasonably believes that the application for membership is not made in good faith. The Executive Committee may only withhold or withdraw approval after notifying the person concerned in writing and considering the matter in the light of any written representations which that person makes within 14 (fourteen) days after receiving notice. After considering any submissions from an applicant, the Executive Committee must, as soon as is practicable, notify the applicant of its decision and the reasons for it.

### **5.6. Transfer of Membership**

Membership of the Society is not transferrable.

### **5.7. Cessation of Membership**

Membership of the Society ceases if the Society member:

- a. resigns by written notice to the Executive Committee;
- b. dies;
- c. is suspended or expelled from the University for disciplinary reasons;
- d. has their membership terminated by Executive Committee; or
- e. fails to pay any membership fee charged by the Society within six weeks of the due date for payment of the membership fee.

## 5.8. Termination of Membership

The Executive Committee may suspend or terminate the membership of any Society member, in consultation with the Engagement, Inclusion and Belonging Team, if the Executive Committee reasonably view the continued membership of the Society member would be harmful to the Society, its members or the University, but only after notifying the Society member concerned in writing and considering the matter in the light of any written representations which the Society member puts forward within 14 (fourteen) days after receiving notice. After considering any submissions from the Society member, the Executive Committee must, as soon as is practicable, notify the member of its decision and the reasons for it.

## 5.9. Failure of Payment and Re-admittance

If a person's membership ceases for failure to pay a membership fee, the Society member may be readmitted within 3 (three) months on the payment of the amount owing.

## 5.10. Membership Eligibility and Alternative Category

If a person's membership ceases because he or she no longer satisfies the eligibility for the category of membership, then he or she must re-apply for membership in accordance with the criteria for an alternative category.

## 5.11. Expulsion and Application for Membership

If a person's membership ceases because he or she was suspended or expelled from the University for disciplinary reasons, then that person may only be readmitted to the Society with the University's written approval.

## 5.12. Minimum Member Requirements

The Society must have a minimum of 30 members to exist. If after a membership is terminated and there would be less than thirty Society members, then the Society will cease to exist.

## 5.13. Minimum Proportion of Student Member Requirements

At any one time, student members must comprise at least 80% of the total membership of the Society. If the proportion of student members falls below 80%, the Society will cease to exist.

# 6. MANAGEMENT OF THE SOCIETY

## 6.1. Executive Committee

The management of the Society is vested in the members of the Executive Committee who will comprise the following:

- a. President;
- b. Secretary;
- c. Treasurer;
- d. Vice President of Academics;
- e. Vice President of Community Outreach;
- f. Vice President of Networking; and
- g. Vice President of Media



## 6.2. Role of The President

The role of President of the Executive Committee is to:

- a. preside over meetings of the Executive Committee;
- b. preside over meetings of the Society;
- c. have oversight and provide leadership for the running of the Society; and
- d. liaise with the University as required.

## 6.3. Role of The Secretary

The role of the Secretary of the Society is to:

- a. keep records and minutes of meetings;
- b. confirm to members their membership of with the Society;
- c. keep a register of current members of the Society; and
- d. arrange meetings of the Executive Committee, general meetings for the Society including the giving of notice to Members.

## 6.4. Role of The Treasurer

The role of the Treasurer of the Society is to:

- a. maintain the custody of any financial books and records of the Society;
- b. make any required payments at the direction of the Executive Committee; and
- c. maintain a yearly financial ledger of any financial payments or receipts.

## 6.5. Official Signatories of The Society

The signatories to this Constitution will respectively hold the positions of President, Secretary and Treasurer of the Society and will be the members of the first Executive Committee until the first Annual General Meeting of members of the Society. Remaining members of the Executive Committee (Vice President of Academics, Vice President of Community Outreach, Vice President of Networking and Vice President of Media) are not compulsory signatories, although they may sign documents should they be available to do so. These Executive Committee members hold various responsibilities as outlined in the Official Volunteer Information Pack (this document is also referred to as 'Our Leadership Journey').

# 7. ELECTION OF THE EXECUTIVE COMMITTEE

## 7.1. Annual Election

An Annual Election of each position of the Executive Committee will occur at the Annual General Meeting of the Society.

## 7.2. Executive Committee Member Term

The term for each of the Executive Committee members will be until the next Annual Election. They are eligible for re-election as an Executive Committee member at the next Annual Election.

### 7.3. Nominations for Executive Committee

Nominations for each position in the Executive Committee must be:

- a. by a candidate who is a currently enrolled Macquarie University student and a member of the group with Satisfactory Academic standing.
- b. is not part of the Executive Committee of another student group or sports club at the University
- c. made in writing via letter or email to the Executive Committee and if the nominator is not the candidate, accompanied by the written consent of the candidate; and
- d. delivered to a member of the existing Executive Committee at least 1 week before the time fixed for election.

### 7.4. Democratic Process

A ballot must be held for the election of the positions on the Executive Committee at the Annual General Meeting in such manner as the standing Executive Committee may direct. All Society members present at the Annual General Meeting are entitled to cast a vote in the annual election.

## 8. CASUAL VACANCIES

### 8.1. Cessation of Executive Committee Leadership

An Executive Committee member automatically ceases to be an Executive Committee member if they:

- a. lacks legal capacity, that is they are incapable, whether mentally or physically, of managing their own affairs;
- b. is absent from three (3) or more consecutive meetings of the Executive Committee without prior permission or a valid excuse acceptable to the other members of the Executive Committee;
- c. ceases to be a currently enrolled student at Macquarie University.
- d. fails to maintain Satisfactory Academic standing
- e. accepts another role with another group or club.
- f. resigns from the Executive Committee by notice in writing given to the remaining members of the Executive Committee; or
- g. has, since their appointment, been disqualified from being involved in management of a student organisation by the University.
- h. has been found responsible for academic or behavioural misconduct.

### 8.2. Election of New Executive Member Under Extraordinary Circumstances

Within 14 (fourteen) days of a vacancy in the Executive Committee arising in accordance with clause **Error! Reference source not found.**, the remaining members of the Executive Committee must call an Extraordinary General Meeting to elect a new Executive Committee member to fill the casual vacancy.

### 8.3. Democratic Processes Under Extraordinary Circumstances

A ballot must be held at the Extraordinary General Meeting for the election of the position to fill the casual vacancy. The ballot is to be conducted in such manner as the remaining members of the Executive Committee may direct. All Society members present at the Extraordinary General Meeting are entitled to cast a vote to elect a person to fill the casual vacancy.

#### 8.4. Casual Vacancy Term

An Executive Committee member appointed to a casual vacancy will hold that position until the annual election at the next Annual General Meeting.

### 9. POWERS OF EXECUTIVE COMMITTEE

#### 9.1. Responsibilities of The Executive Committee

The Executive Committee will carry out the day-to-day running of the Society and will be responsible for:
a. entering into an affiliation agreement with the University to be signed by the President, Secretary and Treasurer who will be “Authorised Representatives” of the Society pursuant to that affiliation agreement;
b. delegating any tasks and activities to sub-committees or office bearers;
c. making rules consistent with this constitution in regard to all aspects of the running of the Society;
d. making rules consistent with this constitution about the meetings and procedures of the Executive Committee and sub-committees; and
e. resolving or establishing procedures to assist the resolution of disputes within the Society.

#### 9.2. Appointment of Committee – Technical Defect

A technical defect in the appointment of an Executive Committee member which the Executive Committee are unaware of at the time does not invalidate decisions taken at meetings.

### 10. MEMBERSHIP FEES

#### 10.1. Determination of Membership Fees

The Executive Committee may determine that an annual membership fee is payable under the categories of Student Membership and Non-Student Membership.

#### 10.2 Approval of Membership Fees

Membership fees must be:

- a. reviewed annually by the Executive Committee;
- b. approved by the University.

#### 10.3 Ownership of Membership Fees

All membership fees collected immediately vest as the property of the University upon collection.

# 11. EXECUTIVE COMMITTEE MEETINGS

## 11.1. Meeting Schedule

The Executive Committee must meet at on at least six occasions during a semester.

## 11.2. Number of Attendees for Official Meeting

At least two Executive Committee members may call a meeting of the Executive Committee by giving at least fourteen (14) days written notice to the other Executive Committee members stating the purpose of the meeting.

## 11.3. Quorum of Executive Committee

A quorum of the Executive Committee is 2 (two) members of that Executive Committee. The quorum must be present at all times during the meeting. If no quorum is present within fifteen (15) minutes of the notified time of the meeting, such meeting shall lapse.

## 11.4. Chairpersonship at Executive Meetings

The President or, if the President is unable or unwilling to do so, another Executive Committee member chosen by the Executive Committee present must chair the Executive Committee meeting.

## 11.5. Non-Executive Presence at Executive Meetings

No person who is not a member of the Executive Committee is to be present at an Executive Committee meeting unless approved unanimously by the Executive Committee. Members in attendance at the invitation of the Executive Committee are not entitled to vote on resolutions.

## 11.6. Democratic Processes at Executive Meetings

Every issue will be determined by a simple majority of the votes cast at a Executive Committee meeting. A resolution which is in writing and signed by all Executive Committee is as valid as a resolution passed at a meeting and for this purpose the resolution may be contained in more than one document and will be treated as passed on the date of the last signature.

## 11.7. Resolutions

Every resolution of the Executive Committee will be binding on all members of the Society and must be passed by the majority of those Executive Committee members in attendance providing a quorum has been reached.

## 11.8. Facilitation at Executive Meetings (Minutes)

Minutes of every meeting shall be kept by the Secretary. If the Secretary is unable or unwilling to do so, another Executive Committee member chosen by the Executive Committee present must facilitate the Executive Committee meeting.

## 12. GENERAL MEETINGS

### 12.1. Annual General Meetings vs Monthly General Meetings

The Executive Committee must call an Annual General Meeting (“AGM”) of all members once each calendar year to be held 12 (twelve) months from the previous AGM or as soon as practicable thereafter. The first Annual General Meeting is to occur at least 12 (twelve) months after the date on which this constitution is adopted. Monthly General Meetings (“MGM”) occur in the last week of each month as an opportunity for the Executive Committee to present the Society’s accomplishments and to gather survey data for creation of the events of the same month in the following calendar year [i.e., the January MGM 2025 would help shape the calendar events of January 2026]. Should several MGMs be missed, the Executive Committee must hold at least twelve meetings each calendar year to allow volunteers to attend six out of twelve (50%) of meetings to fulfil minimum criteria to receive Volunteering Certificates at the End of Year Event. Directors are required to attend nine out of twelve (75%) of meetings to fulfil minimum criteria to receive Directorship Certificates at the End of Year Event. MGMs are also the best opportunity to collect feedback to be applied the following month [i.e., the January MGM 2025 would allow the executive team to reshape their approach for February 2025].

### 12.2 Annual General Meeting Benefits

At an AGM the members:

- a. receive the accounts of the Society for the previous financial year;
- b. receive reports of the Executive Committee on the Society’s activities since the previous AGM;
- c. conduct an Annual Election; and
- d. discuss and deal with any other matter put before them

### 12.3. Extraordinary General Meeting

The Executive Committee will call an Extraordinary General Meeting (“EGM”) within 14 (fourteen) days:

- a. if a member of the Executive Committee considers such a meeting is necessary; or
- b. if the Executive Committee receive a written request to do so from at least three members of the Society.
- c. if required by the University under reasonable circumstances

### 12.4. Notice of Society Meetings

In the case of an Annual General Meeting, the Executive Committee must provide at least 14 (fourteen) days written notice to all Society members setting out the time, place and date and agenda to be discussed.

In the case of a Monthly General Meeting, the Executive Committee must provide at least 5 (five) days written notice to all Society members setting out the time, place and date and agenda to be discussed.



In the case of an Extraordinary General Meeting, the Executive Committee must provide at least 7 (seven) days written notice to all Society members setting out the time, place and date and agenda to be discussed.

## 13. CONDUCT OF GENERAL MEETINGS

### 13.1. Entitlement

All Society members are entitled to attend in person and vote at General Meetings.

### 13.2. Quorum of General Meeting

A quorum of a General Meeting is two members and at least one member of the Executive Committee. If no quorum is present within fifteen (15) minutes of the notified time of the General Meeting, the General Meeting is adjourned to a date, time and place determined in accordance with clause **Error! Reference source not found.**

### 13.3. Premature Adjournment of General Meeting

A General Meeting that does not have a quorum present within fifteen (15) minutes after the time for the meeting set out in the notice of meeting is adjourned to a date, time and place within 14 (fourteen) days of the adjournment as the Executive Committee determines. The Executive Committee must provide at least 7 (seven) days' notice to all Society members of the adjournment of the General Meeting and specify the date, time and place for the new meeting.

### 13.4. Premature Adjournment of Extraordinary General Meeting

If no quorum is present at a resumed Extraordinary General Meeting within fifteen (15) minutes after the time for the meeting, the meeting is dissolved.

### 13.5 Casual Vacancy Fulfilment when Premature Adjournment of Extraordinary General Meeting Occurs

If an Extraordinary General Meeting fails to fill a casual vacancy on the Executive Committee because the meeting is dissolved in accordance with clause **Error! Reference source not found.**, then the remaining Executive Committee members may nominate a member of the Society to fill the vacancy until the next Annual Election.

### 13.6. Premature Adjournment of Annual General Meeting

If no quorum is present at a resumed Annual General Meeting within fifteen (15) minutes after the time for the meeting, then the meeting will be adjourned in accordance with clause **Error! Reference source not found.** The required quorum for the second resumption of the Annual General Meeting will be at least one member of the Executive Committee and one Society member.

### 13.7. Chairpersonship at General Meetings

The President or, if the President is unable or unwilling to do so, another Executive Committee member chosen by the Executive Committee present is to chair a General Meeting.

### 13.8. Democratic Process at General Meetings

Except where otherwise provided in this constitution, every issue at a General Meeting is determined by a simple majority of the votes cast by the Society members present.

### 13.9. Resolutions

A resolution put to vote at a General Meeting must be decided on a show of hands of those members present at the meeting unless a poll is demanded.

On a show of hands, a declaration by the chair is conclusive evidence of the result. Neither the chair of the meeting nor the minutes need to state the number or proportion of the votes recorded in favour or against.

### 13.10. Polling

A poll demanded on a matter other than the election of a Executive Committee member must be taken in the manner the chair directs.

A poll on the question of an adjournment must be taken immediately.

### 13.11. Voting Entitlements

Every member present in person at a General Meeting is entitled to one vote on every issue. The chair of the meeting does not have a second or casting vote.

## 14. MEETINGS – TECHNOLOGY

### 14.1. Consent

A Executive Committee or General Meeting may be called or held using any technology consented to by a majority of the Executive Committee members.

### 14.2. Delayed Consent

Any consent contemplated by clause 14.1 must not be unreasonably withheld, delayed or withdrawn.

### 14.3. Nature of Consent

A consent may be a standing one.

### 14.4. Withdrawal of Consent

A consent may only be withdrawn within a reasonable period before the meeting.

## 15. PROPERTY AND FUNDS

### 15.1. Promotion of Society's Purposes

The property and funds of the Society must be used only for promoting the Society's purposes and do not belong to the members of the Society or the Executive Committee. A member who misuses the property and funds of the Society for their own personal use may be expelled from the Society by the Executive Committee.

## 15.2. Reimbursement and Material Benefits

No Society member may receive any payment of money or other material benefit (whether direct or indirect) from the Society except:

- a. reimbursement of reasonable out-of-pocket expenses actually incurred in the administration of the Society, and which are approved by the Executive Committee;
- b. in exceptional cases, other payments, or material benefits (but only with prior written approval of the Executive Committee).

## 15.3. Conflict of Interest

Whenever an Executive Committee member has a personal interest in a matter to be discussed at an Executive Committee meeting or General Meeting, the Executive Committee member must:

- a. declare an interest before discussion begins on the matter;
- b. withdraw from that part of the meeting unless expressly invited by the remaining Executive Committee members to remain in order to provide information;
- c. not be counted in the quorum for that part of the meeting; and/or
- d. withdraw during the vote and have no vote on the matter.

## 15.4. Nominated Society Account

Funds which are not required for immediate use, or which will be required for use at a future date must be held by the University in a nominated account until needed.

# 16. RECORDS

## 16.1. Record Keeping

The Executive Committee must keep records of its dealings appropriate for the Society including:

- a. all proceedings at all meetings; and
- b. all reports.

## 16.2. Record Inspection

The Society records must be made available for inspection by any member of the Society when reasonably requested.

# 17. AMENDMENTS

## 17.1. Right of Amendment

Any provision of this constitution may be amended provided that:

- a. the members must be given 14 (fourteen) days' notice of the meeting at which the proposed amendments are to be moved, together with the text of the proposed amendments;
- b. no amendment may be made to the Society's purposes set out in clause **Error! Reference source not found.** or to this clause without the prior written approval of the University; and

- c. any resolution to amend this Constitution is passed by a two thirds majority of the votes cast at a general meeting.

## 17.2. Amendment Approval

A copy of any resolution amending this constitution must be sent to the University within 28 (twenty-eight) days of it being passed detailing all of the changes.

# 18. DISSOLUTION

## 18.1. Executive Responsibility at Society Dissolution

If at any time the Society's members at a General Meeting decide to dissolve the Society, the Executive Committee will remain in office and be responsible for the orderly winding up of the affairs of the Society.

## 18.2. Relinquishment of Property and Funds

After making provision for all outstanding liabilities of the Society, the Executive Committee must relinquish the remaining property and funds to the University.

## 18.3. Final Report

After making provision for all outstanding liabilities of the Society, the Executive Committee must relinquish the remaining property and funds to the University.

# 19. COMPLIANCE

The Society and its members must comply with the present and future by-laws, rules, charters, policies, procedures, and directions of the University.

# 20. NOTICES

## 20.1. Written Notice of Meetings

Written notice of a meeting of the Society members must be given individually to each member. The written notice may be given:

- a. personally; or
- b. by sending it by post to the address for the member in the register of members or the alternative address (if any) nominated by the member; or
- c. by sending it to the email address (if any) nominated by the member.

## 20.2. Appropriate Notice Scheduling

A notice of meeting sent by post is taken to be given 3 (three) business days after it is posted. A notice of meeting sent by email, is taken to be given at 9.00am (AEDT) on the business day after it is sent.

Name: Joanna Thomas Thomas

Signature: Joanna Thomas Thomas

Position: President

Name: Haydyn Ryland-Adair

Signature: Haydyn Ryland-Adair

Position: Treasurer

Name: Jiveneshwari Govender

Signature: Jiveneshwari Govender

Position: Secretary

Name: Farhan Ahmed

Signature: Farhan Ahmed

Position: Vice President of Academics

Name: Joanna Thomas Thomas

Signature: Joanna Thomas Thomas

Position: Vice President of Community Outreach (*Head of Volunteering and Human Resources*)

Name: Annabelle Mendham

Signature: Annabelle Mendham

Position: Vice President of Networking

Name: Farhan Ahmed

Signature: Farhan Ahmed

Position: Vice President of Media

Witnessed [For all signatures above]

Name: Courtney Fyffe

Address: Macquarie Park, 2113

Signature: Courtney Fyffe

Date: 01/08/22

[Name, address and signature of witness]



## SCHEDULE

### Appeal Rules

1. A decision of the Executive Committee or the Society members to:
  - (a) suspend or expel a member from the Society; or
  - (b) withhold or not to grant membership of the Society to an applicant,may be appealed by the person affected to the University in accordance with these Appeal Rules.
2. An appeal may be made on one or more of the following grounds:
  - (a) the decision to withhold membership, suspend or expel a person was not the correct or preferable decision in the circumstances (having regard to any applicable University policies or procedures);
  - (b) the person affected was not given a reasonable opportunity before the decision was made to present his or her case as to what the decision should be;
  - (c) that the persons making the decision were biased against the person affected;
  - (d) the decision was dishonest or for an improper purpose;
  - (e) there was no evidence to justify the making of the decision.
3. The person affected has fourteen (14) days from the date of final notice from the Executive Committee of the decision, to make an appeal to Student Engagement (on behalf of the University). The notice to Student Engagement must be in writing and must set out the basis for the appeal.
4. A decision to suspend or expel a member has no effect until:
  - (a) the expiration of that fourteen (14) day period if no appeal is made; or
  - (b) a final decision on the appeal is made if an appeal is made.
5. The person affected must be given the opportunity to:
  - (a) provide any relevant written material to the University; and/or
  - (b) address the University.
6. The University may after hearing the appeal make any decision it thinks appropriate in the circumstances including any decision:
  - (a) confirming the appealed decision; or
  - (b) varying that decision; or
  - (c) setting aside that decision; or
  - (d) setting aside that decision and making a fresh decision to replace it; or
  - (e) setting aside that decision and referring the matter to the Executive Committee of the Society for reconsideration of the decision.
7. The Society and the person affected are bound by the decision of the University.
8. Any decision of the Society may also amount to Misconduct in accordance with the University's Student Discipline Procedures.