



AUSTRALIAN COUNCIL OF ENGINEERING DEANS INC.

CONSTITUTION

1. NAME

The name of the association shall be “The Australian Council of Engineering Deans Inc.”. The former title, The Australian Council of Engineering Deans, and the initialised forms ACED and ACED Inc., will be used for the association as appropriate.

2. INTERPRETATION

In this Constitution, unless the context otherwise requires:

“**Council**” means The Australian Council of Engineering Deans Inc.

“**Executive**” means the committee established by Council to manage its business between Council meetings.

“**Deans of Engineering**” shall include such persons as each Member University determines, for example: Dean of Faculty, Executive Dean, Head or Dean of School or any other senior position of responsibility for engineering in an Australian university.

“**Member University**” refers to an Australian university that offers an award course in engineering.

“**Financial Member**” refers to a Member University that has paid its annual subscription.

“**Financial Year**” commences on 1 January and ends on 31 December.

“**EA**” refers to Engineers Australia (aka The Institution of Engineers, Australia)

“**ATSE**” refers to The Australian Academy of Technological Sciences and Engineering.

“**AaeE**” refers to The Australasian Association for Engineering Education

3. MISSION

To promote and advance engineering education, research and scholarship on behalf of Australian universities through a range of activities including engagement with relevant organisations.

4. OBJECTIVES

- a. To provide a forum for Australian leaders of engineering education to discuss matters of mutual concern and national importance, thereby contributing to matters such as raising general community awareness on the need for and value of high-quality engineering education, research and research training in the higher education sector.
- b. To further the interests of engineering education and research in higher education through engagement and outreach with relevant national and international bodies, particularly EA, AAEE, and NZCED.
- c. To develop positions and make statements on relevant issues in response to government inquiries and concerns of professional and industry bodies, and to the media and the general community.
- d. To initiate and conduct reviews and projects consistent with its mission. This would include monitoring the state of engineering education and scholarship, and benchmarking programs, and resources and the quality of outcomes.
- e. To support the development of leaders of engineering education and research within the faculties and schools.

5. POWERS

Council has the power to:

- a. Open and operate bank accounts
- b. Appoint an Executive Officer, or other persons, to undertake its day-to-day business; and
- c. Do all such things as are conducive or incidental to the attainment of its Objectives.
- d. Appoint a Public Officer

6. MEMBERSHIP AND MEETINGS OF COUNCIL

Members of Council shall be the Deans of Engineering nominated by Member Universities.

Member Universities with more than one Engineering faculty or school may nominate more than one Member of Council, provided that an annual subscription is paid for each such Member.

Other representatives may attend as Observers.

A Member of Council unable to attend may nominate an Alternate.

Council shall normally meet twice each calendar year, in a venue to be recommended to it by the Executive. The meeting in the first half of the calendar year shall be designated the Annual General Meeting.

The quorum for voting at Council meetings shall be one half of the number of Members of Council plus one.

7. OFFICE BEARERS and EXECUTIVE

The ACED Executive shall comprise: the President; the Deputy President; the Immediate Past President; three elected Members; and the Executive Officer.

The Office Bearers of the Council shall be its President and Deputy President.

At the AGM in alternate years (or as otherwise necessary), Council shall elect from its Members a President and a Deputy President. The Deputy President shall be the President-elect.

The Office Bearers shall be elected to serve for two years from the start of the next Council Meeting following their election, unless Council determines otherwise, or they become ineligible.

At the AGM, Council shall elect Members to the Executive to fill any vacancies. The elected Members shall serve on the Executive for four years from their election, unless they become ineligible.

Nominations to fill any vacancies on the Executive and Deputy President shall be called 21 days prior to the AGM. Nominations may be received up to and including the time of the AGM or as otherwise decided by Council.

One of the elected Members shall serve as ACED representative on the AaeE Executive Committee.

One of the elected Members shall serve as ACED representative on the Accreditation Consultative Committee of Engineers Australia.

Should the President, Deputy President, Past President or elected Member of the Executive cease to be a Dean of Engineering, they will relinquish office forthwith.

The Executive shall fill any vacancy that occurs on an interim basis until the next AGM, at which time an election for the position will be held.

The Executive may co-opt further Members to the Executive at any time, for a period of not more than two years, and for purposes declared to the Council at its next meeting.

The quorum for conducting elections at a Council meeting shall be one half of the number of Members of Council plus one.

Council may appoint an Executive Officer or other person(s) to conduct the day-to-day business of Council and support the Executive. Conditions of appointment, including term of office, duties and remuneration, will be determined by Council, on the recommendation of the President.

8. FINANCE.

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

ACED Inc. shall be registered in the Australian Business Register as an Incorporated Association.

ACED Inc. shall be registered for GST.

The Financial Year for the Council shall be the Calendar Year.

An Annual Budget for the following year shall be prepared by the Executive Officer for Council's approval at the Annual General Meeting.

Council shall operate a cheque account and other accounts deemed appropriate for the efficient conduct of its affairs. All disbursements of money other than petty cash shall be by cheque on the Council's bankers signed by two approved signatories.

Each Member University shall bear the cost of attendance of its representative(s) at Council meetings. Observers shall be required to pay for attributable meeting costs. Secretarial and administrative costs of Council and Executive shall be met by the Council.

An appropriate person who is not a Council member shall be appointed Auditor.

9. SUBSCRIPTIONS.

The annual subscription to be paid by Member Universities shall be agreed by Council.

The annual subscription shall be paid within three months of the commencement of the Financial Year.

10. VOTING RIGHTS.

- a. Each Member of Council (or Alternate) from a Financial Member shall have one vote.
- b. The President shall have a deliberative vote. In the event of a tied vote, the motion shall be declared lost.

11. WINDING UP.

In the event of changed circumstances in which continuation of ACED Inc. is no longer of interest or benefit to Member Universities, a two-thirds majority of votes taken at a Council meeting may recommend disbandment of the Council. Such recommendation shall be communicated to all Member Universities and after the lapse of at least one month shall be considered at an Extraordinary Business Meeting of Member Universities.

If disbandment is endorsed at the Extraordinary Business meeting, the amount that remains after such disbandment and the satisfaction of all debts and liabilities shall be transferred to another organisation with similar purposes which is not carried on for the profit or gain of its individual members.

The quorum for conducting business at an Extraordinary Business Meeting shall be one half the number of Member Universities plus one.

12. AMENDMENTS

Amendments to this Constitution may be made only by a two-thirds majority of votes cast at a meeting of Council. Proposed amendments must be presented in writing to the President not less than one month before a scheduled Council meeting so that they may be sent with recommendations from the Executive to all Member Universities at least fourteen days before such a meeting.

ACED Constitution

Adopted: 5 April 2001

Amended by resolutions of Council: 1 April 2004 and minor changes of wording approved by Executive on 22 July 2004

Amended by resolutions of Council: 11 December 2008 and 1 May 2009

Constitution for ACED Inc. adopted at Annual General Meeting, 14 October 2011

Amended by resolution of Council: 13 October 2012

Amended by resolution of Council: 24 November 2014 [rewording of Mission and Objectives].

Amended by Resolution of Council: 5 April 2016 [Modifications to Section 7 so that terms and elections of the Executive is more clear]