



Rules of the University of Western Australia Postgraduate Students'
Association

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1. ESTABLISHMENT AND PARTICULARS

- 1.1 The name of the association shall be 'The University of Western Australia Student Guild Postgraduate Students' Association'(PSA).
- 1.2 The PSA is a Guild Department established in accordance with the Student Guild Regulations.
- 1.3 These PSA Rules are made pursuant to regulation 39 of the Student Guild Regulations.

2. DEFINITIONS

2.1 For the purposes of these Rules:

- (a) **CAPA** means the Council of Australian Postgraduate Associations, or such other national representative body of Australian postgraduate students that may exist from time to time.
- (b) **Day** means any 24 hour period reckoned from and to midnight and includes public holidays, University holidays and weekends.
- (c) **General Meeting** means a general meeting of the Members of the PSA.
- (d) **Governance Committee** means the Governance Committee of the Guild Council.
- (e) **Guild** means the 'Student Guild' as defined in the UWA Act.
- (f) **Guild Council** has the same meaning as defined in the UWA Statute.
- (g) **Guild Councillor** means a 'Student Guild Councillor' as defined in the Student Guild Regulations.
- (h) **Member** means member of the PSA described in rule 5.1.
- (i) **Objects** means the Objects of the PSA set out in rule 4.
- (j) **President** means the President of the PSA or a co-President under rule 9, as the case may be.
- (k) **PSA** or **Association** means the association referred to in rule 1 of these Rules.
- (l) **PSA Committee** means the committee of the PSA established under rule 8.1.
- (m) **PSA Election Rules** mean the rules of the PSA governing the election of Committee members in force from time to time.
- (n) **PSA Executive** means the governing committee of the PSA established under rule 8.2.



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- (o) **Student Guild Regulations** means the Student Guild Regulations made by the Senate of the University.
- (p) **UWA Act** means *University of Western Australia Act 1911 (WA)*.
- (q) **UWA Statute** means the University of Western Australia Statute made by the Senate of the University.
- (r) **UWA or University** means The University of Western Australia.

3. INTERPRETATION

3.1 In these Rules, unless the context otherwise dictates:

- (a) The singular includes the plural and vice versa, and a gender includes other genders;
- (b) The meaning of general words is not limited by specific examples introduced by 'including', 'for example' or similar expressions.
- (c) A reference to a document includes a variation or replacement of it.
- (d) A reference to a statute includes its subordinate legislation and a modification, replacement or re-enactment of either.
- (e) Where a capitalised term is used in these Rules but not defined, the definition of such a term shall be taken from the Student Guild Regulations. Where no such definition is available, the Governance Committee shall have the power to determine the definition of the term in question.
- (f) A reference to a particular role, position, body, group, organisation, committee or faculty or school of the University is a reference to that thing as renamed or constituted from time to time.

4. OBJECTS

4.1 The objects of the PSA shall be:

- (a) To provide an independent voice for postgraduate students including higher degree by research and higher degree by coursework students at the University and at an Australian national level (including by joining relevant representative bodies and associations);
- (b) Represent and promote the interests of postgraduate students including higher degree by research and higher degree by coursework students to the University;



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- (c) To promote interdepartmental academic and social contact between Members in order to create a postgraduate community;
- (d) To disseminate information of interest to Members;
- (e) To obtain amenities and services for Members;
- (f) To facilitate professional development of Members of the PSA;
- (g) To facilitate in the advancement of knowledge through postgraduate learning, teaching and research at the University; and
- (h) To fulfil its obligations as a department of the Guild as set out in the Student Guild Regulations.

5. MEMBERSHIP

5.1 Members

Students will be Members of the PSA if they are currently:

- (a) a student the University defines as a 'postgraduate' student; and
- (b) a member of the Guild.

6. SUBSCRIPTIONS

There shall be no subscription fee payable by Members.

7. GENERAL MEETINGS

7.1 There shall be an Annual General Meeting (**AGM**) in the month of October each year. The AGM will include:

- (a) A written and oral Annual Report by the President;
- (b) A written and oral Financial Statement by the General Secretary; and
- (c) A declaration of the results of the election of the PSA Committee pursuant to rule 13.

7.2 At least 14 days' notice shall be provided prior to a General Meeting as follows:



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- (a) Notice shall be posted in the PSA newsletter, on the PSA website, on the PSA noticeboard, and on other social media utilised by the PSA; and
 - (b) The notice shall include a copy of, or link to, the agenda for the General Meeting.
- 7.3 At any General Meeting 20 Members shall constitute quorum.
- 7.4 The President shall have the right to chair any General Meeting. In their absence the meeting shall elect its own chair.
- 7.5 A copy of the President's Annual Report shall be submitted to the Guild, where possible at the next regular Guild Council meeting after the AGM.
- 7.6 Special General Meetings (**SGM**) can be called at the written request of 10 Members (**Petitioners**), or the PSA Executive.
- (a) An SGM shall be called by the President or, in the absence of the President, by either of the Vice-Presidents, within 14 days of the written request; and
 - (b) At least 7 days' notice shall be provided prior to an SGM in accordance with rule 7.2.
 - (c) If the President and Vice-Presidents have resigned or do not call such a meeting, the Petitioners may themselves call it, in accordance with rule 7.6(b).

8. COMMITTEE STRUCTURES

- 8.1 The PSA Committee shall be comprised of the following positions:
- (a) President;
 - (b) Vice-President (Coursework);
 - (c) Vice-President (Research);
 - (d) Vice-President (Engagement);
 - (e) General Secretary;
 - (f) Equity Officer;
 - (g) International Students' Officer;
 - (h) Media Officer;
 - (i) Off Campus Officer;
 - (j) Aboriginal and Torres Strait Islander Students' Officer;



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- (k) A Higher Degree by Coursework Representative for each Faculty of the University or Board of Study of the University (as established by the University from time to time);
 - (l) A Higher Degree by Research Representative for each Faculty of the University or Board of Study of the University (as established by the University from time to time); and
 - (m) No more than four Committee Members (**Ordinary Committee Members**).
- 8.2 The sub-committees that must exist within the PSA Committee structure are:
- (a) The PSA Executive, comprised of the roles set out in rule 8.1(a) - 8.1(e) , and
 - (b) The PSA Awards and Grants Sub-committee, comprised of a member of the PSA Executive, at least one of the roles in rule 8.1(k) or 8.1(l), and three other PSA Committee members.
 - (c) The PSA Engagement Sub-committee, comprised of the Vice-President (Engagement), another member of the PSA Executive, and at least two other PSA Committee members.
 - (d) The PSA Media Sub-committee, comprised of the Media Officer, another member of the PSA Executive, and at least two other PSA Committee members.
- 8.3 The PSA Executive may appoint any other sub-committees deemed necessary by the PSA Executive.
- 8.4 The President shall, ex-officio, be a member but not necessarily the convener of all such sub-committees.
- 8.5 All PSA Committee members listed in rule 8.1 shall hold a vote at meetings of the PSA Committee.
- 8.6 If any member of, or standing invitee to, the Guild Council is a postgraduate student, they may be included as a standing invitee to PSA Committee meetings at the discretion of the PSA Executive.
- 8.7 The PSA Committee shall meet no less than once a month and shall be called at the discretion of the President.
- 8.8 Quorum of a PSA Committee meeting consists of two members of the PSA Executive and three other PSA Committee members.

9. POWERS, DUTIES AND RULES OF THE COMMITTEES

9.1 PSA Committee

- (a) The PSA Committee is subject to these Rules and shall be responsible to the PSA for giving effect to the Objects of the PSA as set out in rule 4.



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- (b) The PSA Committee may fill casual vacancies and positions on the PSA and its sub-committees with Members.
- (c) The PSA Committee may co-opt Members to undertake tasks at the PSA and Guild level which may arise from time to time.

9.2 PSA Executive

The powers and duties of the PSA Executive shall include but are not limited to the following:

- (a) The PSA Executive shall be responsible for carrying out the everyday business of the PSA and shall report to the PSA Committee;
- (b) The PSA Executive shall be required to meet at least once a month or when deemed necessary by the President;
- (c) The PSA Executive shall have power to enter into financial commitments on behalf of the PSA; and
- (d) The PSA Executive shall have the power to use property belonging to the PSA for the furtherance, promotion and execution of the Objects of the PSA.

9.3 PSA Awards and Grants Sub-committee

The powers, duties and rules of the PSA Awards and Grants Sub-committee include:

- (a) The PSA Committee shall elect a Sub-committee known as the Awards and Grants Sub-committee at the first convened meeting of the PSA Committee;
- (b) The Awards and Grants Sub-committee is responsible for the ethical and rigorous assessment of all submissions for PSA awards and grants;
- (c) The Awards and Grants Sub-committee is responsible for the maintenance and updating of the guidelines of the PSA awards and grants;
- (d) The Awards and Grants Sub-committee shall be required to meet at least three times a year and when deemed necessary by the member of the PSA Executive on the Sub-committee;
- (e) At the beginning of any Awards and Grants Sub-committee meeting members are required to declare conflicts of interest;
- (f) The members of the Awards and Grants Sub-committee are ineligible to apply for a PSA award or grants during their term on the Sub-committee;



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- (g) All other members of the PSA Committee (excluding the PSA Executive) are eligible to apply for a PSA award or grant;
- (h) The members of the Sub-committee will remain constant for the duration of the PSA Committee's term, except in the event of a member resigning from the PSA Committee;
- (i) Members of the Awards and Grants Sub-committee and PSA Executive are eligible to apply retrospectively for a PSA Award or Grant for up to 12 months after their term on the Sub-committee has lapsed; and
- (j) Either the Managing Director of the Guild, or the Guild's HR Officer, will be present during the selection process of the PSA awards and grants to ensure an ethical, fair and transparent process.

9.4 PSA Engagement Sub-committee

The powers and duties of the PSA Engagement Sub-committee include:

- (a) The Engagement Sub-committee shall be responsible for the organisation of events held by the PSA at the direction of the President and Vice President (Engagement) and
- (b) The Engagement Sub-committee shall be required to meet at least two times a year and when deemed necessary by the PSA Executive member of the Sub-committee.

9.5 PSA Media Sub-committee

The powers and duties of the PSA Media Sub-committee include:

- (a) The Media Sub-committee shall be responsible for the coordination of communications on behalf of the PSA at the direction of the President and Media Officer; and
- (b) The Media Sub-committee shall be required to meet at least two times a year and when deemed necessary by the member of the PSA Executive on the Media Sub-committee.

10. DUTIES OF OFFICE BEARERS

10.1 The President will be the Senate Representative and shall:

- (a) Be the nominal head of the PSA;
- (b) Represent the Postgraduate student body at the UWA Senate;
- (c) Call and convene all General Meetings and PSA Committee Meetings;
- (d) Be available to the Members;



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- (e) Manage relations with sponsors or supporters of the PSA;
 - (f) Coordinate the organisation of PSA activities including, but not limited to:
 - (i) PSA Awards and Grants Sub-committee,
 - (ii) Social events;
 - (iii) Career and professional development events, and
 - (iv) Research training;
 - (g) Liaise with the CAPA to ensure postgraduate representation at a national level;
 - (h) Present a report at the Annual General Meeting of the PSA;
 - (i) Carry out such other duties as the PSA Executive, PSA Committee, the Association, or Guild Council may reasonably direct;
 - (j) Not delegate their duties; and
 - (k) Represent the Postgraduate student body on the University Club of Western Australia Board of Advisors (**Board**). Should the President not wish to accept this role it shall pass to a nominee of the President, normally the previous PSA representative on the Board provided they are still a Member.
- 10.2 The Vice-President (Coursework) shall:
- (a) Assist the President in the performance of their duties;
 - (b) Jointly with the Vice-President (Research), undertake all Presidential duties necessary for the day to day administration of the Association during any Presidential absence;
 - (c) Jointly with the Vice-President (Research), serve as acting President during the period between a President's resignation and the election of a new President by the PSA Executive or Annual General Meeting;
 - (d) Serve as liaison officer to Guild Sub-committees when appropriate;
 - (e) Attend the Education Council convened by the Guild;
 - (f) Take responsibility for education issues pertaining to coursework postgraduate students at the University;
 - (g) Represent and promote the interests of postgraduate students that include, but are not limited to, all higher degree by coursework students at the University;
 - (h) Liaise with the PSA Faculty or PSA Boards of Study representatives;



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- (i) Liaise with on-campus higher degree by coursework groups, including, but not limited to Faculty Societies or Boards of Study;
- (j) Implement the PSA's policies relating to higher degree by coursework students;
- (k) Inform the PSA General Secretary of contact details for relevant higher degree by coursework groups;
- (l) Promote the interests of those postgraduate students involved in tutorials, lectures and lab demonstrations;
- (m) Research and promote events and materials for higher degree by coursework groups;
- (n) Attend a majority of General Meetings and PSA Committee Meetings;
- (o) Carry out such other duties as the President, PSA Executive, PSA Committee, the Association, or Guild Council may reasonably direct; and
- (p) Act as an Editor for the PSA Magazine, PostScript.

10.3 The Vice-President (Research) shall:

- (a) Assist the President in the performance of their duties;
- (b) Jointly with the Vice-President (Coursework), undertake all Presidential duties necessary for the day to day administration of the Association during any Presidential absence;
- (c) Jointly with the Vice-President (Coursework), serve as acting President during the period between a President's resignation and the election of a new President by the PSA Executive or Annual General Meeting;
- (d) Serve as liaison officer to Guild Sub-committees when appropriate;
- (e) Attend the Education Council convened by the Guild;
- (f) Take responsibility for education issues pertaining to research postgraduate students at the University;
- (g) Represent and promote the interests of postgraduate students that include, but are not limited to, all higher degree by research students at the University;
- (h) Liaise with the PSA Faculty or PSA Boards of Study representatives;
- (i) Liaise with on-campus higher degree by research groups, including, but not limited to, Faculty Societies or Boards of Study;
- (j) Implement the PSA's policies relating to higher degree by research students;



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- (k) Inform the PSA General Secretary of contact details for relevant higher degree by research groups;
- (l) Represent postgraduate students in matters affecting their appointment as teaching staff;
- (m) Research and promote events and materials for higher degree by research groups;
- (n) Attend a majority of PSA General Meetings and Committee Meetings;
- (o) Carry out such other duties as the President, PSA Executive, PSA Committee, the Association, or Guild Council may reasonably direct; and
- (p) Act as an Editor for the PSA Magazine, PostScript.

10.4 The Vice-President (Engagement) shall:

- (a) Be responsible for the planning of the PSA's social and networking events;
- (b) Be responsible for finding sponsorship for the PSA's social and networking events;
- (c) Coordinate the members of the Engagement Sub-Committee;
- (d) Liaise with the President and General Secretary to propose an adequate budget for the coming year's planned events.
- (e) Ensure that the PSA provides a variety of social and networking events that appeal to, and can be accessed by, a diverse range of postgraduate students;
- (f) Ensure that the PSA provides at least two social or networking events each semester;
- (g) Attend a majority of PSA Meetings General and Committee Meetings; and
- (h) Carry out such other duties as the President, PSA Executive, PSA Committee, the Association, or Guild Council may reasonably direct.

10.5 The General Secretary shall:

- (a) Attend to any correspondence as appropriate;
- (b) Prepare all agendas, which must be available to the PSA Committee at least 48 hours before the scheduled meeting;
- (c) Keep adequate minutes of all General Meetings, PSA Executive meetings and PSA Committee meetings, including a record of the members present;
- (d) Follow up resolutions and actions of previous meetings prior to meetings;



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- (e) Contact Faculty and School Managers to ensure an up-to-date contact directory of Postgraduate Student Representatives;
- (f) Ensure an up-to-date contact directory of services available for postgraduate students;
- (g) Ensure that the PSA is informed about current issues in the University community and the higher education sector;
- (h) Work with the President to prepare the PSA budget submission for the Guild Council budget meeting;
- (i) Ensure timely payment of liabilities of the PSA;
- (j) Provide a report of all PSA accounts to the PSA Executive on a monthly basis or when deemed necessary by the PSA Executive;
- (k) Liaise with the General Secretary of the Guild in respect of the PSA budget;
- (l) Present a report at the Annual General Meeting of the PSA;
- (m) Attend a majority of General Meetings and PSA Committee Meetings; and
- (n) Carry out such other duties as the PSA Executive, PSA Committee, the Association, or Guild Council may reasonably direct.

10.6 The Equity Officer shall:

- (a) Represent the interests of postgraduate students at all appropriate Guild Committees including, but not limited to the Equity and Diversity Committee;
- (b) Promote the interests of postgraduate students;
- (c) Liaise with the PSA Executive in order to effectively represent equity groups and communicate their needs to the PSA;
- (d) Liaise with on-campus equity groups and services including, but not limited to the following:
 - (i) The Pride Department of the Guild;
 - (ii) The Women's Department of the Guild;
 - (iii) The International Student Service (**ISS**) Department of the Guild;
 - (iv) The Welfare Department of the Guild;
 - (v) The Access Collective of the Guild;



- (vi) The Ethnocultural Collective of the Guild; and
 - (vii) Guild Student Assist;
 - (e) Liaise with CAPA and sector equity groups;
 - (f) Implement the Association's policy relating to postgraduate welfare issues;
 - (g) Inform the PSA General Secretary of contact details for relevant equity groups;
 - (h) Seek to organise at least one equity-based event for postgraduate students per year;
 - (i) Attend a majority of General Meetings and PSA Committee Meetings; and
 - (j) Carry out such other duties as the PSA Executive, PSA Committee, or the Association may reasonably direct.
- 10.7 The International Students' Officer shall:
- (a) Be an international student;
 - (b) Represent and promote the interests of international postgraduate students;
 - (c) Liaise with the PSA Executive in order to effectively represent international students and communicate their needs to the PSA;
 - (d) Liaise with the on-campus international students' groups including but not limited to the International Students' (ISD) Department of the Guild;
 - (e) Implement the PSA's policies relating to international students;
 - (f) Inform the PSA General Secretary of contact details for relevant international groups;
 - (g) Research and promote events and materials for international students;
 - (h) Seek to organise at least one event with a focus on international students per year;
 - (i) Attend a majority of General Meetings and PSA Committee Meetings; and
 - (j) Carry out such other duties as the PSA Executive, PSA Committee, or the Association may reasonably direct.
- 10.8 The Media Officer shall:
- (a) Liaise with the PSA Executive in order to effectively communicate appropriate information to postgraduate students;



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- (b) Be responsible for updating, moderating and maintaining all social media which the PSA chooses to use, including but not limited to:
 - (i) the PSA Website;
 - (ii) the PSA Noticeboard;
 - (iii) the PSA Facebook page;
 - (iv) the PSA Blog; and
 - (v) the PSA Instagram account;
 - (c) Coordinate the members of the Media Sub-Committee;
 - (d) Be responsible for the PSA's advertising;
 - (e) Act as Editor-in-Chief of PostScript;
 - (f) Design and print materials for PSA advertising purposes and as needed for events and activities;
 - (g) Attend a majority of General Meetings and PSA Committee Meetings; and
 - (h) Carry out such other duties as the PSA Executive, PSA Committee, or the Association may reasonably direct.
- 10.9 The Off Campus Officer shall:
- (a) Represent and promote the interests of postgraduate students that include, but are not limited to external students, students located on the Albany and Nedlands campuses and those centred elsewhere such as hospitals;
 - (b) Liaise with the appropriate Faculty representatives of external students to ensure learning material and resources are available to off-campus students;
 - (c) Promote a sense of unity between on-campus and off-campus postgraduate students;
 - (d) Provide off-campus postgraduate students with information about University and Guild services available to them;
 - (e) Attend a majority of General Meetings and PSA Committee meetings by correspondence; and
 - (f) Carry out such other duties as the PSA Executive, PSA Committee, or the Association may reasonably direct.



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10.10 The Aboriginal and Torres Strait Islander Students' Officer shall:

- (a) Represent and promote the interests of Aboriginal and Torres Strait Islander postgraduate students;
- (b) Liaise with the PSA Executive in order to effectively represent Aboriginal and Torres Strait Islander students and communicate their needs to the PSA;
- (c) Liaise with the School of Indigenous Studies;
- (d) Liaise with the National Aboriginal & Torres Strait Islander Postgraduate Association (**NATSIPA**);
- (e) Liaise with the WA Student Aboriginal Corporation (**WASAC**);
- (f) Implement the PSA's policies relating to Aboriginal and Torres Strait Islander students;
- (g) Seek to organise at least one event focused on Aboriginal and Torres Strait Islander students per year;
- (h) Attend a majority of General Meetings and PSA Committee Meetings; and
- (i) Carry out such other duties as the PSA Executive, PSA Committee, or the Association may reasonably direct.

10.11 Each Faculty Representative (Coursework) shall:

- (a) Liaise with the appropriate Faculty Societies to ensure that sufficient representation, advocacy and resources are available to students in each faculty;
- (b) Represent the Faculty Postgraduate body at Faculty Boards and Committees related to Higher Degree by Coursework students;
- (c) Meet with the Faculty Dean or Manager at least once per year;
- (d) Liaise with postgraduate student representatives within each school of the University (**School**);
- (e) Promote the establishment of postgraduate student representatives of Schools where they do not exist;
- (f) Inform the PSA General Secretary of contact details for School postgraduate representatives, and postgraduate student groups;
- (g) Report to the PSA President and each PSA Committee Meeting on any relevant actions or activities within the Faculty Board;
- (h) Promote the interests of postgraduate students in each faculty; and



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- (i) Carry out such other duties as the PSA Executive, PSA Committee, or the Association may reasonably direct.

10.12 Each Faculty Representative (Research) shall:

- (a) Liaise with the appropriate Faculty Societies to ensure that sufficient representation, advocacy and resources are available to students in each faculty;
- (b) Represent the Faculty Postgraduate body at Faculty Boards and Committees related to Higher Degree by Research students;
- (c) Meet with the Faculty Dean or Manager at least once per year;
- (d) Liaise with postgraduate student representatives within Schools;
- (e) Promote the establishment of postgraduate student representatives of Schools where they do not exist;
- (f) Inform the PSA General Secretary of contact details for School postgraduate representatives, and postgraduate student groups;
- (g) Report to the PSA President and each Committee Meeting on any relevant actions or activities within the faculty board;
- (h) Promote the interests of postgraduate students in each faculty; and
- (i) Carry out such other duties as the PSA Executive, PSA Committee, or the Association may reasonably direct.

10.13 Ordinary Committee Members shall:

- (a) Attend a majority of General Meetings and PSA Committee Meetings; and
- (b) Carry out such other duties as the PSA Executive, PSA Committee or the Association may reasonably direct.

11. FINANCE

11.1 Withdrawals from all accounts including cheques or from petty cash shall be conducted in accordance with the Student Guild Regulations.

11.2 The General Secretary shall present a report on all accounts to the PSA Executive on a monthly basis and when deemed necessary by the PSA Executive.

11.3 The General Secretary shall present to the Annual General Meeting a balance sheet and a statement of income and expenditure at the end of the PSA's financial year.



12. HONORARIA

- 12.1 The PSA's budget shall include the President's honorarium, the value of which is defined to be 60% of the value of the Guild President's honorarium as defined in the Student Guild Regulations.

13. APPOINTMENT AND DISMISSAL OF THE PSA COMMITTEE MEMBERS

- 13.1 The following positions shall be elected in accordance with the PSA Election Rules:

- (a) President and Senate Representative,
- (b) Vice-President (Coursework)
- (c) Vice-President (Research)
- (d) Vice-President (Engagement)
- (e) General Secretary
- (f) Equity Officer
- (g) International Students' Officer
- (h) Media Officer
- (i) Off Campus Officer
- (j) Higher Degree by Coursework Representative for each Faculty of the University
- (k) Higher Degree by Research Representative for each Faculty of the University
- (l) Ordinary Committee Members

- 13.2 The Aboriginal and Torres Strait Islander Students' Officer shall be appointed to the Committee by the Western Australian Aboriginal Students' Corporation (**WASAC**), or where they are unwilling or unable to appoint such a person, the WASAC Chair shall hold the position until a suitable candidate is appointed.

- 13.3 PSA Committee members elected in accordance with the PSA Election Rules shall take office on the 1st of December and shall cease to hold office on the 30th of November the following year.

- 13.4 A member of the PSA Committee may resign at any time by tendering a written resignation to the General Secretary of the PSA and such a resignation shall take effect when the General Secretary receives the written resignation. Should the General Secretary wish to resign, they shall tender their resignation to the PSA President.



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- 13.5 A member of the PSA Committee may be dismissed from office for failing to comply with these Rules if, two-thirds majority of the PSA Committee vote in favour of the dismissal.

14. AMENDMENTS TO THESE RULES

- 14.1 These Rules may be amended by acceptance by a two-thirds majority of the Members present at a General Meeting.
- 14.2 Proposed amendments may be formulated as follows:
- (a) Amendments by the PSA Committee: The PSA Committee must call a General Meeting to vote on the proposed amendments. The PSA will call a General Meeting in accordance with rule 7.2.
 - (b) Amendments by the Governance Committee: The Governance Committee may present proposed amendments to the PSA Committee. Upon receipt of the proposed amendments, the PSA must call a General Meeting within four weeks in accordance with rule 7.2 to vote on the proposed amendments.
 - (c) Amendments other than by the PSA Committee or Governance Committee: Seven Members may present proposed amendments to the PSA Committee. Upon receipt of the proposed amendments, the PSA must call a General Meeting within four weeks in accordance with rule 7.2 to vote on the proposed amendments .
 - (d) Amendments to these Rules (or to proposed amendments) may be proposed from the floor at an AGM or SGM.
- 14.3 If a quorum is not reached at a General Meeting at which an amendment to these Rules is put to the vote, the amendment will not be passed.
- 14.4 All amendments to these Rules shall be put to the Guild Council for approval prior to being enacted. A simple majority of those present and voting at a meeting of the Guild Council shall constitute approval.
- 14.5 The proposed amendments will become effective as from the date of the General Meeting at which the changes are approved, or the date in which the amendments are approved by the Guild Council, whichever is later.