

UNIVERSITY OF SYDNEY
CENTRE FOR PEACE AND CONFLICT STUDIES
CONSTITUTION

As approved by the Vice Chancellor on

PREAMBLE: Peace with Justice

'Peace with justice' is more than the absence of violence. It means the achievement of positive, lasting peace through the elimination of factors that generate direct, indirect or structural violence. As such, a striving for peace with justice includes the promotion of non-violence and the attainment of human rights.

'Peace with justice' can be attained at all levels of society; from the home, neighbourhood, village, town or city, through to the national and international arenas. Peace with justice cannot be imposed from above; it can only be grown by inclusion and the acknowledgment of the contributions from all different groups in society.

NAME

1. There shall be a Centre for Peace and Conflict Studies within the University of Sydney.

PURPOSE

2. The Centre for Peace and Conflict Studies seeks to:

Promote peace with justice through the study and practice of non-violence, peaceful conflict resolution and respect for universal human rights; and to

Facilitate dialogue between individuals and groups who are concerned with conditions of positive peace, whether in interpersonal relationships, community affairs, or within and between organisations and nations.

OBJECTIVES

3. The Centre for Peace and Conflict Studies shall pursue its objectives by as wide a variety of means as possible. These objectives include, but are not limited to:

- 3.1 The promotion of collaborative research on the conditions that affect conflict resolution and peace;

- 3.2 The fostering of a teaching program in Peace and Conflict Studies within the University of Sydney;

- 3.3 The development of an extra-curricular lecture and seminar program in peace studies for the University and the community at large, the organisation of conferences, and the arrangement of programs for visiting specialists in peace and conflict studies and research;

- 3.4 Liaison and cooperation with other centres and institutions working in the field of peace and conflict studies;

3.5 Advocacy of peace with justice in collaboration with other peace centres and agencies representing different community interests;

3.6 The production of publications, including occasional papers and monographs, with a focus on peace and conflict studies;

3.7 The development of new initiatives in related areas; and

3.8 The promotion of widespread participation in its activities.

MEMBERSHIP

4.1. Membership of the Centre shall be open to staff, students and graduates of the University of Sydney who wish to make a constructive contribution to its activities and who pay the current annual subscription.

4.2. Any person not a member of the University of Sydney whose interests involve scholarship, teaching or research or whose activities are in any field of Peace and Conflict Studies shall be eligible to be a member of the Centre.

4.3. Honorary Life Membership of the Centre may be conferred on meritorious individuals at the discretion of the Council.

THE COUNCIL

5.1. The Centre shall have an elected Council consisting of a President, a Vice President, a Secretary, a Treasurer and no less than two and no more than a maximum number of members as the Council may, from time to time, determine. The Director and staff of the Centre shall be ex-officio members of the Council. Office bearers shall be limited to a term of two consecutive years, except that officers may be extended in office by special recommendation of the AGM.

5.2. The Council shall have the power to appoint (co-opt) additional members to the Council as it sees fit. The Members of the Council shall hold office from the date of their election or appointment until the next Annual General Meeting, provided that any member of the Council may retire by giving written notice to the Secretary, or may be dismissed from office by a resolution passed at a Special General Meeting of the Centre.

5.3. A Director shall be appointed, on the recommendation of the Executive Council, endorsed by the Annual General Meeting or Special General Meeting, to be the chief executive officer of the Centre for Peace and Conflict Studies for a term of up to three years.

5.4. The President shall convene meetings of the Council at intervals not exceeding two months.

5.5. The quorum for a meeting of the Council shall be seven (7) members of the Council.

5.6. Meetings of the Council shall be open to all members of the Centre on a non-voting basis. In the absence of the President, the Vice President shall chair meetings of the Council. The Chairperson will try to achieve decision by consensus, but in the event of a vote the decision will be by simple majority.

5.7. If the position of President becomes vacant during the term of the office of the Council, the Vice President shall assume the office of President until the next Annual General Meeting.

5.8. The Council may appoint any member of the Centre to fill any casual vacancy, other than that of President or Director, which may occur in the Council, and may appoint delegates or representatives as permitted or required on other relevant organizations.

5.9. The Council:

5.9.1 In consultation and association with the Executive Committee, shall develop and formulate the policies and objectives of the Centre for Peace and Conflict Studies.

5.9.2 May appoint individual members or sub-committees to manage particular activities;

5.9.3 Shall report as required to members of the Centre and annually to the AGM on the activities of the Centre;

5.9.4 May make recommendations to the Executive Committee regarding the appointment of visiting scholars;

5.9.5 In consultation and association with the Executive Committee, shall take action on any relevant matter.

5.10. The Secretary, either in person or through members appointed to specific tasks, shall:

5.10.1 Keep minutes of the proceedings of all General, Executive Committee and Council meetings;

5.10.2 Keep papers, letters and documents of the Centre;

5.10.3 Receive and reply to correspondence; and

5.10.4 Maintain an up to date record of Centre membership and members' addresses.

5.11. The Treasurer, either in person or through members appointed to specific tasks, shall:

5.11.1 Receive the subscriptions of members;

5.11.2 Issue receipts for all moneys paid to the Centre;

5.11.3. Keep account of all moneys received;

5.11.4. Pay all moneys received into the account of the Centre with the University of Sydney, and arrange expenditure in accordance with the normal accounting procedures of the University;

5.11.5 Maintain the financial records of the Centre in accordance with the financial and accounting procedures prescribed by the University of Sydney.

5.11.6 Present to each Annual General Meeting an audited financial statement.

EXECUTIVE COMMITTEE

6.1. The management of the Centre shall be vested in an Executive Committee comprising the Director, President (and/or Vice President), Secretary, Treasurer, the Head of Peace and Conflict Studies Teaching (or Coordinator), the Head of Peace and Conflict Studies Research, the Chief Administrative Officer, the Sydney Peace Foundation Officer and two members of the Council elected at the AGM.

6.2. The Executive Committee shall meet regularly and a quorum shall consist of fifty percent of its members, provided that either the Director or President is present.

6.3. The Executive Committee shall have the power to invite to its meetings members whose specific responsibilities are relevant to current business.

6.4. Decisions taken by the Executive Committee will be implemented, subject to communication to and review by the Council. If the Council so decides, it may request reconsideration of any matter by the Executive Committee.

GENERAL MEETINGS

7.1. The Annual General Meeting of the Centre shall be convened in December each year, or as soon thereafter as the Council shall decide:

7.1.1 To receive a President's Report, Director's Report and the Treasurer's audited statement of accounts for the preceding year;

7.1.2 To adopt the Annual Report of the Centre for the preceding year and the Budget for the coming year;

7.1.3 To elect Officer Bearers and a Council for the coming year;

7.1.4 To determine the Membership subscription, if any, for the next membership period;

7.1.5 To appoint Special Duties volunteers;

7.1.6 To elect a patron if desired; and

7.1.7 To transact any other business.

7.2. Notice of all General Meetings shall be distributed amongst all members at least twenty-one days before the proposed date.

7.3. Ten financial members of the Centre shall constitute a quorum for a General Meeting.

7.4. The Council may, at any time for any special purpose, require the Secretary to call a Special General Meeting. The Secretary shall also, on the written request of any ten members of the Centre, call a Special General Meeting, stating the purposes for which the meeting is called. The business at such Special General Meeting shall be confined to the purposes stated in the notice of meeting.

7.5. In the absence of the President the Vice President shall preside at General Meetings. In the absence of both the President and Vice President the members present shall select one of their number as Chairperson.

7.6. The Chairperson shall attempt to have decisions taken by consensus, but in the event of a vote being taken decision will be by simple majority unless the General Meeting decides otherwise.

8. Subject to the approval of the Vice-Chancellor, this Constitution may be amended by a two-thirds vote of members of the Centre present and voting at a general meeting, notice of a proposed amendment having been given not less than five weeks before such meeting.

Amendments to Constitution at AGM Tuesday 15 February 2005

Item 5 from Agenda:

Notice of proposal to enable the appointment of a new Director mid-year, should this be necessary, by amending the Constitution at a future Special General Meeting by

- (a) in Clause 5.3 adding the words 'or Special General Meeting' after the words 'General Meeting', and the words 'up to' before the words 'three years'.
- (b) in Clause 7.1 adding at the end the words 'or as soon thereafter as the Council shall decide.'