

## **RULES**

### **Australia Political Studies Specialist Group – Political Organisations and Parties (POP) - Constitution**

#### **PURPOSE**

- The aim of the POP Specialist group is to promote research in the fields of political science related to political parties, political participation, organised political interests, media and communication and related fields.
- The POP Specialist group will facilitate networking, promotion of research, and also public engagement to build knowledge in these chosen research fields.
- The POP Specialist group will aim to provide a supportive network for its members, and facilitate opportunities to present research and share knowledge in these discipline fields.

#### **MEMBERSHIP**

- Membership of the POP specialist group is open to all registered APSA members. Potential members can apply via the My APSA Account.
- A Register of members will be held by members of the POP Specialist group convenors. A copy of the register will be sent annually to APSA. A nominated convenor of the POP specialist group will have responsibility to store and update the register of members.
- Members are expected to be respectful and inclusive in their dealings with the Specialist group's events, activities, and its members.
- The APSA Executive reserves the right to rescind the membership of any member of the group.

#### **CONVENORS**

- Any member of the POP Specialist Group can nominate to be a convenor of the group.
- The POP Specialist Group will have at least 3 convenors, and a maximum of 6. One member will be nominated as the Treasurer, and one member will be the dedicated contact with the APSA Executive.
- Each convenor will serve a term of two years. Convenors can nominate to continue in their role at the end of each term.
- Convenors will be elected by the POP specialist group membership, every two years. Nominees will be asked to declare their intention to stand at least 1 week before the AGM. At the annual AGM (ordinarily to be held at the APSA annual conference) members will vote for nominees. In the case of more candidates nominating than available positions, a secret ballot will be held of members who attend the AGM to determine the convenors. The electoral system will be agreed upon by the POP Executive, where more nominations than positions are being contested.
- If a convenor steps down mid-term, a call out for a new convenor will be made to the membership. In the case of more than 1 candidate emerging, a ballot will be conducted online to fill the vacant position, as detailed above.

- The main duties of the convenors will be to:
  - Organise events and opportunities for research dissemination and networking for members
  - Seek input from members on future activities
  - Convene panels for the specialist group at the APSA annual conference
  - Oversee dedicated funds for the group's activities
  - Coordinate, as necessary, activities with the APSA Executive
  - Set up and assist any working groups established by the members to undertake specific tasks or activities (e.g. the reading group)

## **MEETINGS**

### **General Meetings**

- The Annual General Meeting will take place at the APSA Annual conference. In the event of this unable to take place, an extraordinary AGM will be held for members.
- Members will be notified at least one month before the AGM
- The AGM will cover, but is not limited to, the following business:
  - a report of activities over the previous 12 months
  - forward planning of activities
  - elections of convenors (as appropriate)
  - financial report
- The business of the AGM will be chaired by one of the convenors of the group, and include the items outlined above. There will also be dedicated time to consider any other matters arising.
- Special General Meetings will take place during the year, as appropriate. Members will be alerted to the SGM at least one month prior to the meeting.

## **GENERAL MATTERS**

- Alteration or amendment to the Rules
  - To change the constitution of the group, a formal proposal will need to be submitted at least 1 week before the AGM. The AGM will vote upon any proposed alteration, and passed by a simple majority of voters present.
  - Any consideration of the Rules will be considered at the AGM. If appropriate a proposal can also be considered by Special meeting, or by email throughout the group.
- Dissolution of the Specialist group or Caucus
  - The specialist group can be dissolved if (1) there is unanimous agreement amongst the convenor group and (2) a majority of members support the dissolution
  - Upon dissolution, all monies held by the group will be returned to APSA.

- Specialist Groups and Caucuses that exist within the Australian Political Studies Association (APSA) have no independent legal status. Specialist Groups and Caucuses are expected to always operate in good faith with APSA, its members and the APSA Executive.
- Specialist Groups and Caucuses are subject to APSA's rules and any decisions made by the APSA Executive. The operation and governance of Specialist Groups and Caucuses must conform to the rules laid out in APSA's constitution, its rules and any of its related frameworks, guidelines, policies or funding rules. This constitution may be subject to amendment by the APSA Executive at any time.
- In relation to Specialist Groups and Caucuses, any decisions made by the APSA Executive are final and decisions made by the APSA Executive override any of the provisions outlined in this constitution. This includes the right to review, merge or terminate any aspect of a Specialist Group, Caucus, or any other group acting under its auspices, at any time (including but not limited to matters such as their membership, funding, operation or disbandment).