

CONSTITUTION

OCEANIA COMPARATIVE AND INTERNATIONAL EDUCATION SOCIETY

1 NAME

The Organisation shall be known as the “Oceania Comparative and International Education Society” and may be referred to by the short title of OCIES.

2 OBJECTIVES

- (i) To foster close links between those concerned with comparative and international education in Oceania.
- (ii) To foster a high standard in the teaching and study of comparative and international education at all levels.
- (iii) To facilitate the dissemination of knowledge about research and practice in comparative and international education.

3 MEMBERSHIP

There shall be three types of membership, each accorded the same benefits except that voting rights shall be restricted to groups (ii) and (iii)

- (i) institutional membership (non-voting);
- (ii) individual membership;
- (iii) student membership.

4 GENERAL MEETING

A General Meeting of members shall normally be held at least once every year. In addition the Executive Committee, which shall be established by the General Meeting in accordance with Section 5 below, may from time to time meet for discussion. The Agenda for each General Meeting shall be prepared by the Executive Committee, and shall normally be made available to members at least two days prior to the General Meeting.

5 GENERAL COMMITTEE

(i) The governance of the Society shall be vested in an elected General Committee comprising the two Co-Presidents, who shall chair the Executive Committee; a Secretary; a Treasurer; a Communications Officer, and no more than 10 Committee Members who shall normally be drawn from Oceania. The General committee shall have the power of co-option within the above regulations governing membership of the Committee.

(ii) Any vacancy which may occur in the General Committee shall be filled by a person appointed by the Committee to serve until the next ordinary General Meeting.

(iii) With the exception of the Co-Presidents, Secretary, Treasurer and Communications Officer, the General committee shall be elected at the Annual General Meeting for a period extending until the next Annual General Meeting of the Society. The term of office shall not normally exceed one year. All members shall be eligible for re-election.

(iv) The General Committee shall be elected from among candidates whose

nominations by two individual members of the Society have been received by the Secretary at or before the Annual General Meeting. Members may vote in person at the Annual General Meeting or by electronic ballot.

6 EXECUTIVE COMMITTEE

- (i) An Executive Committee consisting of two Co-Presidents, Immediate Past President, Secretary, a Treasurer and Communications Officer shall be elected by the Annual General Meeting for a period of two years.
- (ii) A Conference Convenor shall normally be elected by the Annual General Meeting to hold office until the next Annual General Meeting. He or she shall be required to submit a detailed statement of income and expenditure of the particular conference to the Treasurer within six months of its last day.
- (iii) The duties of the Executive Committee shall include:
 - a) the organisation of an annual Conference and an Annual General Meeting which shall normally be held during the Conference;
 - b) the holding of Committee Meetings for conducting the business of the Society;
 - c) opening and operating bank accounts in the Society's name. All moneys received by or on behalf of the Society shall be paid into such accounts.
 - d) the maintenance of financial records of the Society, and the conduct of financial transactions including the levying of the annual subscription. The Treasurer shall receive all subscriptions and collect all moneys due to the Society, shall keep accounts of the finances and property of the Society, shall prepare and present the Annual Financial Statements of the Society to the Annual General Meeting of members;
 - e) the maintenance of a register of all members;
 - f) the maintenance of communication with the World Council of Comparative Education societies;
 - g) The maintenance of the Society's website and associated electronic communications with members;
 - h) the appointment of a Conference Proceedings Editor in the event that the Conference Convenor does not act in that capacity.

7 MEMBERS

Members of the Society shall be those persons and institutions whose names are on the Register, and who are financial.

(i) Eligibility

Any person or institution subscribing to the purposes of the Society and eligible for membership in accordance with this Constitution will become a member upon the acceptance of the application for membership and payment of dues.

(ii) Membership Classes

Membership classes and their qualifications and privileges are defined in Clause 3

(iii) Resignation

A member may at any time file a resignation in writing with the Secretary, and it shall become effective as of the date it is filed.

(iv) Admonition, Suspension and Expulsion

A member may be dropped or suspended for non-payment of dues. A member of the Society may be admonished, suspended or expelled for demonstrating lack of integrity or for other reasonable cause after a hearing of the case before the OCIES Executive and by affirmative vote of at least three-fourths of all members of the Executive. The period for admonition, suspension and/or expulsion will be determined on a case-by-case basis, but re-application for membership will be considered after two years from the date of the affirmative vote.

8 SUBSCRIPTION

The Annual membership fee shall be fixed at each Annual General Meeting of the Society. Annual membership fees shall be due on the 1st September in each year and be payable no later than 31st December each year.

9 OFFICE BEARERS

Office bearers shall be:

- Co-Presidents (2)
- Immediate Past-President
- Secretary
- Treasurer
- Communications Officer
- Conference Convenor (ex-officio position)
- IEJ Editor (ex-officio position).

The Committee shall consist of the Office-bearers and ten (10) elected members. Normally, a member should hold office of Co-President for one 2 year term, and at any rate, for no more than two 2 year terms and no members shall hold office unless they are present at the Annual General Meeting and consent to stand for office, or, being absent have signified their consent to their nominator. In the event of a number of candidates for any office exceeding the number to be elected, the Chairman shall conduct a secret ballot.

As far as possible, the office bearers should be representative of the region. If positions are not filled at the AGM, the nominations will remain open until filled.

10 MEETINGS OF THE SOCIETY

(i) Quorum

A quorum of the Society at a General Meeting shall be 10 of its members. Decisions shall be taken by a simple majority of those voting.

(ii) Business of the A.G.M.

- a) Attendance and Apologies
- b) Co-Presidents' Report on the activities of the Society
- c) Treasurer's Report including a statement of income and expenditure of the preceding conference
- d) Election of office bearers of the Society
- e) Any other business relating to the Society and its affairs.

11 PUBLICATIONS

The Conference Proceedings and any other publications produced in the name of the Society shall be the property of the Society. The copyright in papers published shall remain with the authors of such papers. The Annual Subscription shall include provision for the distribution of Proceedings to all members. There shall be a differential Registration fee for the Conference applying to non-members and members to accommodate Proceedings cost.

The OCIES Conference Proceedings, the International Education Journal: Comparative Perspectives, and any other publication produced in the name of the Society shall be the property of the Society. The non-exclusive copyright in papers published shall remain with the authors of such papers, but OCIES/IEJ reserves the right to deal with requests from third parties and to publish the article(s) in any format worldwide, ensuring that the interests of authors are protected. The Annual Subscription shall include provision for the distribution of Proceedings and IEJ to all members. There shall be a differential Registration fee for the Conference applying to non-members and members to accommodate Proceedings cost.

12 AMENDMENTS OF CONSTITUTION

No amendments shall be made to this constitution without a request in writing from two members or by the Committee and shall be made by way of Notice of Motion to the Annual General Meeting or an extraordinary General Meeting called for the purpose of considering such amendment and written notice of such amendment of all the meeting at which it is to be considered shall be given to all members by post or appear in the OCIES Communications not less than fourteen days prior to the date of such meeting.

Special voting on specific OCIES resolutions, Constitutional amendments, and/or contested elections of Office bearers may be by secure electronic ballot. Electronic ballots shall include the text of the proposed AGM resolutions, amendments, and/or names of candidates nominated for office. Electronic ballots shall be posted within 30 days of or after the annual conference for special voting consideration. The ballot shall prominently specify the date by which votes must be cast in order for them to be counted. The OCIES Secretary shall be responsible for vetting ballots to ensure that they were cast by current financial members only. The Secretary shall promptly announce to the membership the final tabulations and publish the results in OCIES Communications.

13 WINDING UP

The Association shall be wound up by the agreement of members at a special General Meeting called for the purpose of considering such winding up. If, upon the dissolution of the society there remains, after satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid or distributed among members of the Society but shall be given or transferred to some other institution or institutions having objectives similar in whole or in part to the objectives of the Society to be determined by Members of the Society at or before the time of dissolution.

14. HONORARY AWARDS

The Award shall be known as the OCIES Professional Achiever's Award. The Society shall recognise members who have made significant contribution to comparative and international education and to the Society. Selection of individuals for the award shall be made from the nominations submitted by the membership. Nominations require a general statement for selection and a minimum of two letters of recommendation from OCIES members. When a nomination is strongly considered by the OCIES Executive, the Co-Presidents (upon the approval of the OCIES Executive) will appoint four members to form a selection committee, being mindful to avoid conflicts of interests.

The committee shall prepare a citation for the award certificate and inform the President of its decision at least one month prior to the OCIES Annual Conference where the award will be presented.