

Constitution of the

NZD SA

NEW ZEALAND DENTAL STUDENTS ASSOCIATION

1. Name

- 1.1. The name of the Association will be 'The New Zealand Dental Students' Association' (NZDSA).

2. Interpretation of the Constitution

- 2.1. The Executive Committee has the sole power to interpret this Constitution.
- 2.2. This Constitution will be interpreted in such a way as to confer validity rather than invalidity on actions.
- 2.3. In any matter not provided for by this Constitution, the Executive Committee has the discretion to adopt appropriate procedures, bearing in mind the aims of NZDSA.

3. Aims

- 3.1. To protect and promote the interests of all New Zealand Dental Students.
- 3.2. To facilitate contact between students, the Faculty and the wider University Community.
- 3.3. To promote and organise such social, cultural, educational, sporting and welfare activities as the NZDSA deems fit.
- 3.4. To foster a cooperative relationship between the University of Otago Faculty of Dentistry, and NZDSA.
- 3.5. To foster a cooperative relationship between NZDSA and New Zealand Dental Association (NZDA).

4. Non-profit Status

- 4.1. NZDSA is a non-profit organisation.
 - 4.1.1. Members shall not be deemed to be associated for pecuniary gain merely by reason that any member of NZDSA derives pecuniary gain from NZDSA by way of salary as the servant or officer of NZDSA.
 - 4.1.2. No member of the organisation or any person associated with a member shall participate in or materially influence any decision made by the organisation in respect of the payment to or on behalf of that member or associated person of any income, benefit, or advantage whatsoever.

- 4.1.3. Any such income shall be reasonable and relative to that which would be paid in any arm's length transaction (being the open market value).

5. Powers

NZDSA will have all powers necessary to achieve its aims, including:

- 5.1. The power to raise funds for any purpose associated with the aims of the NZDSA.
- 5.2. The power to apply the income, assets and property of NZDSA towards the promotion of NZDSA and the furtherance of the aforementioned aims.
- 5.3. The power to acquire and dispose of any real or personal property.
- 5.4. The power to employ any person for any purpose associated with the aims of NZDSA and to pay reasonable remuneration to such persons.
- 5.5. The power to levy a subscription on members to achieve the aims of NZDSA.
- 5.6. The Executive Committee may determine the schedules to this Constitution and the Executive Committee will determine any mechanism for determining those schedules.

6. Affiliation

- 6.1. The Association should be affiliated to Otago University Students Association (OUSA)
- 6.2. The Association shall have a memorandum of understanding with Ngā Mokai o Ngā Whetū
 - 6.21. Ngā Mokai o Ngā Whetū are invited to attend an NZDSA meeting 1x a semester
 - 6.22. Ngā Mokai o Ngā Whetū Tumuaki and NZDSA President will provide 3 letters to each other throughout the year, updating each other on the proposed plans for the semester and a run down of the previous semester. The timing of these letters will be at the start of the year, following completion of semester 1 and following completion of semester 2.
- 6.3. The Association shall have a memorandum of understanding with the Pacific Island Health Professionals Student's Association (PIHPSA)
- 6.4. The Association shall have a memorandum of understanding with the Oral Health Student Association (OHSA)

7. Membership

Membership is only open to students who:

- 7.1. Are studying towards degrees of Bachelor Dental Surgery (BDS), Bachelor of Oral Health (BOH), or Bachelor of Dental Technology (BDentTech), as well as any post graduate student enrolled at the Faculty of Dentistry
- 7.2. Such persons will become members of NZDSA upon payment of the subscription at the commencement of the academic year.
- 7.3. If a member ceases to meet the requirements in clause 6.1. they will cease to be a member of NZDSA.
- 7.4. Any member of NZDSA may resign from NZDSA by giving written notice to the Executive Committee. They will not be reimbursed for their subscription fee.
- 7.5. The Executive Committee may suspend or expel any member of NZDSA for conduct that brings NZDSA into disrepute. Suspension or expulsion must be on reasonable grounds.

8. Subscription

- 8.1. The Executive Committee will determine the amount of the subscription at the start of the academic year.
- 8.2. Subscriptions may be partially refunded at the discretion of the NZDSA executive, only if a member ceases to satisfy clause 6.1 within the first 4 weeks of commencing the academic year.

9. The Executive Committee

- 9.1. Administrative and financial management and control of NZDSA vests in the Executive Committee.
- 9.2. The Executive Committee consists of a President, Vice President, Education Representative, Social Representative, Sports Representative, Publication & Welfare Representative, Ball Representative, Cultural Representative, BOH Representative, DTECH Representative, Auckland Representative.
- 9.3. The responsibilities of each Executive Committee member are determined by the schedules to this Constitution and outlined in the Role Portfolios Document.

- 9.4. The Executive Committee will meet not less than once a week during the University term as defined in the Otago University calendar, either in person or via zoom link if unable to attend in person (sickness, in Auckland etc).
- 9.5. A member of the Executive Committee who fails to attend three consecutive meetings without apology may be dismissed by Executive Committee resolution.
- 9.6. Six members of the Executive Committee will constitute a quorum.
- 9.7. The Executive Committee will make decisions by Executive resolution.
- 9.8. The Vice-president, or in their absence another member of the Executive Committee, will keep detailed minutes of all meetings of the Executive Committee, which will be place on a google drive for access to committee members every week.
- 9.9. Internal guidelines and operation of the Executive Committee will be determined by the Executive Committee and will appear as schedules to this Constitution.

10. General Meetings

- 10.1. NZDSA will hold an Annual General Meeting in the second semester of each calendar year.
- 10.2. The Annual General Meeting will deal with the following business:
 - 10.2.1. Presentation of annual financial statements by the Vice-president; and
 - 10.2.2. Presentation of reports from all Executive Committee members; and
 - 10.2.3. Ratification of election results; and
 - 10.2.4. Any other resolution put to the meeting.
- 10.3. The Executive Committee may call General Meetings as necessary to conduct the business of NZDSA.
- 10.4. The Executive Committee must give fourteen days notice of a General Meeting placing a notice wherever it deems appropriate.
- 10.5. The President will act as chairperson of all General Meetings. In the absence of the President, the Vice-president will be appointed as chairperson.
- 10.6. The Vice-president, or in their absence another member of the Executive Committee, will keep detailed minutes of all General Meetings.

- 10.7. The Executive Committee may set further rules for the conduct of general meetings, which will appear as schedules to this Constitution.

11. Finances

- 11.1. The control of NZDSA's funds will vest in the Executive Committee.

- 11.2. Management of funds will be the function of the Vice-president.

10.2.1. The Vice-president will keep proper accounts of all financial transactions entered into by NZDSA. The Vice-president will present annual financial statements to the Annual General Meeting.

- 11.3. All financial transactions of NZDSA will be signed by the Vice-President and either the President or Sports Representative.

- 11.4. The financial year of NZDSA is deemed to commence on the 1st of January and end on the 31st of December each year.

- 11.5. Where the Executive Committee considers it appropriate for the achievement of the NZDSA's aims, it may authorise the investing of money by NZDSA.

- 11.6. In any circumstances where the NZDSA becomes void/non-existent, the remaining funds in the NZDSA account should be donated to charity. The charitable organisation of choice will be an executive decision of the Executive Committee of that year.

12. Amendment of Rules

- 12.1. This Constitution may be altered, added to, or rescinded at any General Meeting of NZDSA provided that notice of the proposed amendment has been given fourteen days prior to the General Meeting though no addition to or alteration of the non-profit aims, personal benefit clause or the winding-up clause shall be approved without the approval of Inland Revenue.

- 12.2. A resolution altering, adding to, or rescinding this Constitution must be passed by a two-thirds majority of those present and voting.

13. Substantial Compliance

- 13.1. If this Constitution is breached and the General Meeting is satisfied that:

13.1.1. There has been substantial compliance with this Constitution; and

- 13.1.2. The breach has not materially affected and will not materially affect the rights or interests of any person or affiliated body; and
- 13.1.3. The breach was not committed in bad faith; and
- 13.1.4. The breach resulted in a benefit to NZDSA and its members; and
- 13.1.5. The breach did not breach the aims of NZDSA.

Then the General Meeting may, by a two-thirds majority, validate the breach.

14. Dissolution

- 14.1. NZDSA may be dissolved at a meeting called for that purpose. A resolution dissolving NZDSA must be passed by a two-thirds majority of the members present and voting.
- 14.2. Where a resolution is passed to dissolve NZDSA, a further meeting will be called at least thirty days thereafter at which the resolution must be confirmed by a two-thirds majority of those present and voting.