

CONSTITUTION OF THE NEW ZEALAND ASSOCIATION FOR RESEARCH IN EDUCATION INCORPORATED

Te Hunga Rangahau Maatauranga o Aotearoa

1. NAME

The society shall be called the New Zealand Association for Research in Education Incorporated.

2. AIMS AND OBJECTIVES

To foster a high standard in the practice of educational research in New Zealand by:

- i advocating policies and practices in educational research that give effect to the principles of the Treaty of Waitangi;
- ii organising regular national conferences for the discussion of research;
- iii publishing a newsletter (*INPUT*) at regular intervals, publishing the *New Zealand Journal of Educational Studies*, and publishing monographs and such other resources as the Association shall determine from time to time;
- iv promoting discussion about research and development;
- v surveying current research and identifying areas in which research is particularly needed;
- vi establishing liaison with related organisations;
- vii disseminating the results of research;
- viii recognising high achievement in educational research;
- ix supporting and mentoring developing educational researchers, including post-graduate students;
- x advising and making representations on any matters relevant to the use of research in education;
- xi undertaking any other activities which from time to time are seen by the Association to be in the interests of educational research in New Zealand.

3. TREATY OF WAITANGI

To give effect to the principles of the Treaty of Waitangi in the policies, organisational structures and practices of the Association by:

- i ensuring that there is appropriate Maori representation in the Council;
- ii promoting and supporting the training and development of Maori educational researchers;
- iii supporting the development of kaupapa Maori approaches in educational research;
- iv supporting Maori leadership in policies, priorities and funding decisions relevant to Maori educational research;
- v taking into account the official status of Te Reo Maori.

4. MEMBERSHIP

- i Individual membership of the Association shall be open to any person who has been or is actively involved in the conduct, promotion or application of research in education. There shall be three categories of individual members:
 - (a) Regular members, who pay the full individual membership fee;
 - (b) Student members, who are enrolled as students in tertiary education at least half-time and employed less than half-time. Student members pay fifty percent of the full individual membership fee;
 - (c) Retired members, who have reached the age of sixty years and are employed less than half-time. Retired members pay fifty percent of the full individual membership fee;
- ii Individual membership of the Association shall entitle the member to participate in annual general conferences of the Association, to vote at special general meetings and to receive regular publications of the Association;
- iii From time to time the Council may recommend to a general meeting that an individual member who has made an outstanding contribution to the Association or to educational research be elected to honorary life membership of the Association. Election to honorary life membership shall be by simple majority of the members present at the general meeting. Honorary life membership shall carry all the entitlements of individual membership;

- iv In addition to individual members, there shall be institutional members who shall be entitled to receive notices and regular publications of the Association, but who shall have no voting rights;
- v Eligible persons or institutions shall become members upon the Secretary receiving a completed application form and the current year's subscription;
- vi A person or institution shall cease to be a member if he/she/it:
 - (a) voluntarily resigns, or
 - (b) fails to pay the membership fee for any financial year by the end of the first four months of that year.

5. ORGANISATION OF THE ASSOCIATION

- i The Association shall be controlled by a Council consisting of elected members, Maori members, a student member, and ex-officio members, as follows:
 - (a) President Elect, President, and Immediate Past President.
Each President normally serves for a two-year term, preceded by a year as President Elect and followed by a year as Immediate Past President. One year before a President is due to retire, a President Elect will be elected by a ballot of financial members attending the Annual General Meeting. After one year as President Elect, a member will become President for a two-year term, if confirmed in that role by a ballot of financial members attending the Annual General Meeting.
 - (b) Other elected members:
These shall comprise the Vice President, Treasurer, and five other members, and shall be elected annually by ballot of financial members attending the Annual General Meeting. The Vice-President shall be from the same geographic region as the President, and the Treasurer from the Wellington region;
 - (c) Maori members:
These shall comprise two members appointed by the Maori members attending the Maori caucus preceding the Annual General Meeting;
 - (d) Student member:
One member appointed by the student members attending the student caucus preceding the Annual General Meeting;
 - (e) Other ex-officio members:
These shall comprise the newsletter editor, the monograph editor and the convener of the organising committee for the next conference;
- ii The Council shall have the right to co-opt up to three members;
- iii All members of Council shall have the same decision-making rights, privileges and responsibilities;
- iv The Council shall meet at least once a year;
- v A casual vacancy for the office of President may be filled by the Council until the next Annual General Meeting, when a President will be elected or confirmed by a ballot of financial members attending that Annual General Meeting;
- vi Any other casual vacancy occurring among the officers or members of the Council may be filled by the Council;

- vii The Council shall have the power to establish such sub-committees as shall be necessary for the proper conduct of the Association;
- viii The Council shall decide the location of the Annual General Meeting for the following year;
- ix Voting at the Annual General Meeting, except for the election of members of the Council, shall be on the voices or, if any member requests it, by show of hands.

6. MEETINGS OF COUNCIL

- i. A quorum of Council shall be no fewer than one half of its members.
- ii. At least every second year, the Council shall review progress in meeting the aims and objectives of the Association. This normally shall occur when the President completes his or her first year in office.

7. FINANCES

- i The funds of the Association shall consist of such fees as may be determined each year at the Annual General Meeting and paid to the Association together with such grants, contributions, bequests and other forms of income as the Association may receive from time to time;
- ii It shall be the responsibility of the Treasurer to provide at the Annual General Meeting an audited financial statement for the previous financial year together with a current statement of accounts;
- iii The Council may employ staff, directly or via a contractual arrangement with another organisation, to expedite the business of the Association;
- iv The financial year shall end on 31 December;
- v An auditor shall be appointed by the Association at the Annual General Meeting each year. The Council may fill any casual vacancy in the office of Auditor;
- vi All moneys received by the Association shall be paid into the banking account approved by the Council;
- vii Payments on behalf of the Association shall be made by cheques signed by the Treasurer and such other persons as may from time to time be appointed by the Council;

- viii The Association's bank accounts shall be operated by the Treasurer or a person supervised by the Treasurer and approved by Council to assist the Treasurer. The Council at its first meeting after election shall appoint two of its members in addition to the Treasurer to act as cheque signatories. Two signatures shall be required for cheques signed in the name of the Association.
- ix The common seal of the Association shall be under the control of and in the custody of the Association's Secretary and is to be affixed in the presence of at least two other Council members.
- x The Council may invest any surplus funds of the Association as it sees fit.

8. GENERAL MEETINGS

- i Notice of general meetings of the Association shall be sent to members at least four weeks prior to the date set for the meetings;
- ii A quorum at general meetings shall be 30 financial members.

9. CHANGES TO THE CONSTITUTION

Additions or alterations to the Constitution or the rescission of any part of it shall require a two thirds majority at an Annual General Meeting after written notice of motion has been given at least four weeks before the meeting.

10. WINDING UP

If upon the winding up or dissolution of the Association there remains after the satisfaction of its debts and liabilities any property whatsoever the same shall be transferred forthwith to such other organisations with aims similar to those of the Association as may be approved by the Association, such property to be used towards the advancement of educational research in such ways as the governing body of the other organisations mentioned may decide. The winding up shall conform to Section 24 of the Incorporated Societies Act 1908.

December, 2002