

# **CONSTITUTION OF THE NATIONAL ARCHAEOLOGY STUDENT CONFERENCE COMMITTEE**

*(Adopted 2023, Revised 2025)*

## **ARTICLE 1: Name and Status**

1.1 The organisation shall be called the **National Archaeology Student Conference Committee**, hereinafter referred to as **NASC**.

1.2 NASC is an independent, non-profit organisation and is not affiliated with any university, institution, or external body.

1.3 NASC shall operate in accordance with all applicable laws and regulations governing student-led committees in Australia.

## **ARTICLE 2: Aims and Objectives**

2.1 NASC is committed to supporting student engagement in archaeology through the following objectives:

- a) To organise and promote an annual **National Archaeology Student Conference** for archaeology students across Australia.
- b) To foster communication, collaboration, and professional development opportunities among student archaeologists.
- c) To facilitate the sharing of archaeological research, ideas, and innovations by student delegates from all regions.
- d) To develop and sustain positive relationships with sponsors and stakeholders that support NASC and its initiatives.

## **ARTICLE 3: Membership**

3.1 NASC does not maintain a general membership base. Participation is limited to officially appointed members of the Executive Committee and designated subcommittees.

3.2 Committee membership shall prioritise representation from diverse geographical regions across Australia to ensure national inclusivity and diversity.

## **ARTICLE 4: Governance Structure**

4.1 The Executive Committee shall consist of the following Officers:

- a) Chair
- b) Vice Chair
- c) Secretary
- d) Events Coordinator
- e) Communications Officer

4.2 The following Subcommittees shall be established, with 2–4 members appointed by the Executive Committee for each:

- a) Events Subcommittee
- b) Communications Subcommittee
- c) Treasurer Subcommittee

## **ARTICLE 5: Terms of Office and Eligibility**

5.1 Each committee shall serve for a term of one year.

5.2 No Executive Officer may serve more than 2 consecutive terms in the same position.

5.3 To ensure broad representation, committee appointments shall be made with the aim of including members from various regions across Australia.

## **ARTICLE 6: Meetings and Decision-Making**

6.1 The Committee shall convene monthly. Attendance is mandatory unless prior notice of exceptional circumstances is provided.

6.2 Notice of each meeting, including a formal agenda, shall be distributed to all committee members no fewer than five (5) working days prior to the meeting.

6.3 Decisions shall be determined by a simple majority vote of those present.

6.4 A quorum shall consist of a simple majority of all current committee members, including at least three Executive Officers.

## **ARTICLE 7: Sponsorship and External Relations**

7.1 NASC shall seek and maintain sponsorships in support of its annual conference and associated activities.

7.2 All sponsors shall be acknowledged appropriately in NASC promotional materials, digital communications, and event branding.

7.3 Sponsorship relationships shall be conducted in a professional and transparent manner in alignment with NASC's aims.

7.4 All sponsorship funds shall be used exclusively to advance NASC's objectives and may not be used for personal or unrelated purposes.

## **ARTICLE 8: Financial Management**

8.1 The Treasurer Subcommittee shall manage all financial matters including sponsorship income, budgeting, and expenditure tracking.

8.2 All financial decisions shall require approval by a majority of the Executive Committee.

8.3 Accurate financial records shall be maintained and made available to any committee member upon request.

## **ARTICLE 9: Amendments to the Constitution**

9.1 Amendments may be proposed by any member of the Executive Committee.

9.2 Proposed amendments must be distributed to all committee members at least five (5) working days before the meeting in which they are to be considered.

9.3 Amendments shall be adopted upon approval by a simple majority vote of the committee.

## **ARTICLE 10: Dissolution**

10.1 A motion to dissolve NASC must be passed by a two-thirds majority of the full committee.

10.2 In the event of dissolution, any remaining funds shall be returned to sponsors or donated to a registered archaeology-related non-profit organisation, as determined by a majority vote of the committee.