



NEWSLETTER

Volume 29 Issue No.2 July 2018



Hookworm parasite image courtesy Alex Loukas (James Cook University)

ANNUAL
CONFERENCE

ASP

St.Kilda 2018

September 24th – Thursday 27th 2018
Novotel Hotel, St Kilda, Melbourne, Victoria

We are looking forward to seeing you in St Kilda for what promises to be a wonderful conference!

The program has been confirmed and can be viewed online <https://www.conftool.net/parasitology2018/>. There will be exciting events for Early Career Researchers, delegates can book into the 13th National Workshop on Strongyloidiasis on Monday 24th Sept for an additional fee and we will have a room for parents/carers/children and the ability to watch the conference presentations live online.

The special conference rate for accommodation at the Novotel St Kilda Hotel needs to be booked before 13th August 2018. Check the conference website for accommodation options, advice and for the most up to date conference information.

www.parasite.org.au/2018conference

IJP

INTERNATIONAL JOURNAL FOR PARASITOLOGY



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Dear Members,

The main purpose of this newsletter is to consult members on proposed changes to the ASP Constitution and to the Society's statement of Principles, By-Laws and Guidelines.

You will notice that the draft 2018 Constitution looks quite different from the 2014 version. There are three main reasons for this.

Firstly, we identified a surprising number of areas of non-compliance with the Queensland Incorporations Act 1981 and the Queensland Association Incorporations Regulation 1999.

Secondly, it clarifies that our Council is the Society's "Management Committee", as

required under the Act and Regulation, and addresses several anomalies in elections and voting rights of Council members (i.e., Council membership should actually be restricted to those people elected by our AGM, whereas appointments as Editors, Convenors, Archivists etc are actually made to carry out operational pieces of work for the Society and to report to Council on these; however, we have included statements that these appointees will be invited to attend and participate fully in Council meetings, albeit without voting rights or responsibilities.)

Thirdly, it excludes items (especially By-Laws) that do not need to be in an Incorporated Association Constitution.

As per the Constitution "Articles IX. Amendments" the Constitution may be

FROM THE PRESIDENT'S DESK

From the President's Desk continued

"altered, amended, deleted or added to at any General or Extraordinary General Business Meeting by a vote of two-thirds of the members present, provided members have been given 30 days' notice of intention to amend and a copy of the proposed amendment". The contents of this newsletter contain the proposed new 2018 ASP Constitution pp 7-20, the proposed new 2018 Principles, By-Laws and Guidelines pp 21 – 30 and, for comparison and explanation, the 2014 ASP Constitution and Change Notes pp 31 – 56. As per Article IX of the Constitution, you are duly informed that the ASP members will be voting on these amendments to the Constitution at the next Annual General Meeting of the Australian Society for Parasitology to be held Thursday 27th September 2018 at Novotel St Kilda Hotel,

16 The Esplanade, St Kilda, Victoria from 330 – 500pm.

The Acts used to advise the proposed amendments to the Constitution can be found online <https://www.qld.gov.au/law/laws-regulated-industries-and-accountability/queensland-laws-and-regulations/associations-charities-and-non-for-profits/incorporated-associations> along with the Queensland Government's "Smart Guide" for Incorporated Association rules.

We look forward to seeing you at the 2018 ASP AGM and at the 2018 ASP Conference in St Kilda, Melbourne in September and hope that you will be celebrating National Science Week activities wherever you are this August. Victorian-based members are invited to attend the 2018 ASP National

Science Week activities jointly hosted by the ASP, the Art Gallery of Ballarat and Federation University (see advert on page 5 of this newsletter).

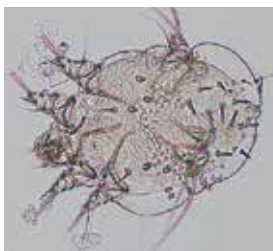
Best regards,

Una Ryan
President of the ASP

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Concepts in Parasitology

2018

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**Extended application deadline
10th August 2018**

For more information, see our website
parasite.org.au/education/concepts-in-parasitology
or e-mail alex.maier@anu.edu.au



Art Gallery of Ballarat

11-19 August 2018



Hookworm parasite image courtesy Alex Loukas (James Cook University)



Fun science activities and events for everyone

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13th National Workshop on Strongyloidiasis



"A One Health Approach to the Prevention and Control of Strongyloidiasis in Australia"

**St Kilda, Melbourne
September 24th 2018**

National Strongyloidiasis Working Group 13th National Workshop on Strongyloidiasis

A pre-conference Workshop of the 2018 Annual Conference of the Australian Society for Parasitology.

<http://parasite.org.au/2018conference/>

Novotel Hotel St Kilda, Melbourne
Williamstown Room
Monday September 24, from 8:00 – 16:30

Registration

The link for registering for the Workshop is via a registration link on the ASP Conference page

<http://parasite.org.au/2018conference/registration/>

When you register, there is an option if you are attending the Workshop only. If you are attending the ASP conference as well as the workshop, select your relevant category. The opportunity to add the *Strongyloides* Workshop will appear on the next page. If you wish to pay via paypal using a credit card, the link is on the confirmation page after you have completed the registration.

Contacts

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Workshop Programme

A list of speakers and topics to be presented at the Workshop can be found at the following link: <http://parasite.org.au/2018conference/program/workshop/>

Strongyloidiasis caused by *Strongyloides stercoralis*, is endemic in Australia especially in Aboriginal communities in the tropics and subtropics, in both high and low rainfall regions. Prevalences between 5% and 59% have been recorded. Strongyloidiasis is also seen in immigrants, returned service personnel and returned travellers from countries where it is endemic.

Strongyloidiasis is a soil-transmitted helminth and has been classified by the WHO as a Neglected Tropical Disease. Infected individuals can become asymptomatically chronic carriers and help ongoing transmission of the disease. Laboratory diagnosis is difficult because larval output in faeces is low and intermittent. Serological diagnosis also has limitations especially in borderline cases and for follow up after treatment.

The aims of the National Strongyloidiasis Working Group (NSWG) are:

- to raise awareness of strongyloidiasis
- to inform health professionals and community members about the disease and its diagnosis, treatment, prevention and control
- to advocate on behalf of affected peoples, particularly Indigenous communities in Australia for appropriate changes to government policy in relation to prevention, diagnosis and treatment based upon current research.

The workshop will include presentations of research in the biology of *Strongyloides stercoralis*, prevention, diagnosis and treatment of the disease, as well as panel discussions about gaps in our knowledge and strategies for eliminating the disease in endemic communities.

The ultimate goal of the NSWG is prevention and elimination of the disease from Australia, through strategies that respect the needs of all groups of people suffering from strongyloidiasis.

THE AUSTRALIAN SOCIETY FOR PARASITOLOGY INC.

CONSTITUTION

As adopted by the First Annual General Meeting held in Canberra on 19 January 1964 and amended: at General Meetings held on 14 January 1967, 5 August 1967; by postal ballot in January 1972; at General Meetings held on 25 January 1975, 17 May 1976, 23 May 1979, 20 May 1980 and 15 May 1981; by postal ballot in August 1982, June 1984 and May 1985; at General Meetings held on 24 August 1986, 30 September 1987, 10 August 1990, 3 October 1991, 1 September 1992, 30 September 1993, 29 September 1994, 17 July 1997 and 29 September 1998; by postal ballot in May 1999 and August 1999; at General Meetings held on 11 July 2001, 19 October 2005, 10 July 2007, 8 July 2008; by written ballot on 5 June 2012 and 21 June 2012; and at the General Meeting held on September 27, 2018.

1 Interpretation

(1) In this constitution, **Act** means the *Queensland (QLD) Associations Incorporation Act 1981*, and **present** means:

- (a) at a management committee (**Council**) meeting, see rule 22(6); or
- (b) at a general meeting, see rule 33(2).

(2) A word or expression that is not defined in these model rules, but is defined in the Act has, if the context permits, the meaning given by the Act.

2 Name

The name of the incorporated association is The Australian Society for Parasitology Inc. (**the Society**).

3 Objects

The objects of the Society are to foster the association of persons interested in parasitology and advance and disseminate knowledge of parasitology.

4 Powers

(1) The Society has the powers of an individual.

(2) The Society may, for example:

- (a) enter into contracts; and
- (b) acquire, hold, deal with and dispose of property; and
- (c) make charges for services and facilities it supplies; and
- (d) do other things necessary or convenient to be done in carrying out its affairs.

(3) The Society may also issue secured and unsecured notes, debentures and debenture stock for the Society.

5 Classes of members

(1) The membership of the Society consists of any of the following classes of members:

- Ordinary Member (a person whose experience or interest will, in the opinion of the Council Executive, allow them to participate in and contribute to the activities of the Society);
- Student Member (a person currently enrolled as a student in an Australian university, whose experience or interest will, in the opinion of the Council

Executive, allow them to participate in and contribute to the activities of the Society);

- International Member (a person living outside Australia whose experience or interest will, in the opinion of the Council Executive, allow them to contribute to the activities of the Society);
- Lifetime Member (an Ordinary Member, of good standing and aged 55 years or older who upon retirement, or at any time thereafter, may pay three times the current annual dues as a final payment entitling him/her to all the privileges of Ordinary Membership for life or, alternatively, an Ordinary Member in good standing upon retirement may pay membership dues annually at the student rate, entitling him/her to all the privileges of Ordinary Membership for that year);
- Foundation Member (being any member who joined the Society on or before June 30, 1964);
- Fellow (a distinguished member, elected by Council, who by their influence or endeavour have promoted the advancement of parasitology and rendered conspicuous service to the cause of parasitology and the Society).

(2) The number of members, in all classes of membership of the Society, is unlimited.

6 New membership

(1) An applicant for Ordinary, Student or International membership of the Society must be proposed by a member of the Society (the **proposer**) and seconded by another member (the **seconder**).

(2) An application for Ordinary, Student or International membership must be submitted to the Secretary:

- (a) in writing; and
- (b) endorsed by the applicant and the applicant's proposer and seconder; and
- (c) in the form decided by the Council.

(3) An application for Lifetime membership may be submitted, in writing, to the Secretary, without the need for a proposer or seconder.

(4) Nominations for election of a Fellow are to be in the form of a written citation detailing how the nominee has, by their influence or endeavour, promoted the advancement of parasitology and rendered conspicuous service to the cause of parasitology and the Society. Nominations require the signatures of a proposer and seconder, both of whom are Members of the Society, but a nomination for a Fellow does not require the signature (or knowledge) of the nominee. Nominations may be submitted to the Secretary at any time.

7 Membership fees

(1) The membership fee for each class of membership (if any):

- (a) is the amount decided by the members from time to time at a general meeting; and
- (b) is payable when, and in the way, the Council decides.

8 Admission and rejection of new members

(1) The Council Executive (President, Treasurer, Executive Secretary, and Vice President or President Elect) must consider an application for Ordinary, Student, International or Lifetime membership as soon as possible after it receives:

- (a) the application for membership; and
- (b) the appropriate membership fee for the application.

(2) The Council Executive must ensure that, as soon as possible after the person applies to become an Ordinary, Student, International or Lifetime member of the Society, and before the Council Executive considers the person's application, the person is advised:

- (a) whether or not the Society has public liability insurance; and
- (b) if the Society has public liability insurance, the amount of the insurance.

(3) The Council Executive must decide as soon as possible after receiving an application for Ordinary, Student, International or Lifetime membership whether to accept or reject the application.

(4) If a majority of the members of the Council Executive vote to accept the applicant as an Ordinary, Student, International or Lifetime member, the applicant must be accepted as a member for the class of membership applied for.

(5) The Council Executive must, as soon as practicable after they decide to accept or reject an application for Ordinary, Student, International or Lifetime membership of the Society, give the applicant a written notice of the decision.

(6) Fellows will be elected by a two-thirds majority vote of Council at the first Council Meeting scheduled after the receipt of a nomination(s) by the Secretary. Fellows will be presented with a certificate at the first General Meeting after their election and shall pay no annual membership fees thereafter but shall enjoy all the rights and privileges of Ordinary Members including the right to vote.

9 When membership ends

(1) A Member may resign from the Society by giving a written notice of resignation to the Secretary.

(2) The resignation takes effect at —

- (a) the time the notice is received by the Secretary; or
- (b) if a later time is stated in the notice, the later time.

(3) The Council may terminate a member's membership if the member —

- (a) is convicted of an indictable offence; or
- (b) does not comply with any of the provisions of these rules; or
- (c) has membership fees in arrears for at least 2 years; or
- (d) conducts himself or herself in a way considered to be injurious or prejudicial to the character or interests of the Society.

(4) Before the Council terminates a member's membership, the Council must give the member a full and fair opportunity to show why the membership should not be terminated.

(5) If, after considering all representations made by the member, the Council decides to terminate the membership, the Council Executive must give the member a written notice of the decision.

10 Appeal against rejection or termination of membership

(1) A person whose application for Ordinary, Student, International or Lifetime membership has been rejected, or whose membership has been terminated, may give the Secretary written notice of the person's intention to appeal against the decision.

(2) A notice of intention to appeal must be given to the Secretary within one month after the person receives written notice of the decision.

(3) If the Secretary receives a notice of intention to appeal, the Secretary must, within one month after receiving the notice, call a general meeting to decide the appeal.

11 General meeting to decide appeal

- (1) The general meeting to decide an appeal must be held within 3 months after the Secretary receives the notice of intention to appeal.
- (2) At the meeting, the applicant must be given a full and fair opportunity to show why the application for Ordinary, Student, International or Lifetime should not be rejected or the membership should not be terminated.
- (3) Also, the Council Executive who rejected the application for Ordinary, Student, International or Lifetime membership or the Council who terminated the membership must be given a full and fair opportunity to show why the application should be rejected or the membership should be terminated.
- (4) An appeal must be decided by a majority vote of the members present and eligible to vote at the general meeting.
- (5) If a person whose application for Ordinary, Student, International or Lifetime membership has been rejected does not appeal against the decision within one month after receiving written notice of the decision, or the person appeals but the appeal is unsuccessful, the Society must, as soon as practicable, refund the membership fee paid by the person.

12 Register of members

- (1) The Society must keep a register of members of the Society.
- (2) The register must include the following particulars for each member:
 - (a) the full name of the member;
 - (b) the postal or residential address of the member;
 - (c) the date of admission as a member;
 - (d) the date of death or time of resignation of the member;
 - (e) details about the termination or reinstatement of membership;
 - (f) any other particulars the Council or the members at a general meeting decide.
- (3) The register must be open for inspection by members of the Society at all reasonable times.
- (5) The Council Executive may, on the application of a member of the Society, withhold information about the member (other than the members full name) from the register available for inspection if the Council Executive has reasonable grounds for believing the disclosure of the information would put the member at risk of harm.

13 Prohibition on use of information on register of members

- (1) A member of the Society must not:
 - (a) use information obtained from the register of members of the Society to contact, or send material to, another member of the Society for the purpose of advertising for political, religious, charitable or commercial purposes; or
 - (b) disclose information obtained from the register to someone else, knowing that the information is likely to be used to contact, or send material to, another member of the Society for the purpose of advertising for political, religious, charitable or commercial purposes.
- (2) Subrule (1) does not apply if the use or disclosure of the information is approved by the Society.

14 Appointment of Secretary

(1) The Secretary must be an individual residing in Queensland, or in another State but not more than 65km from the Queensland border, who is appointed by the Council.

(2) If a vacancy happens in the office of Secretary, the members of the Council Executive must ensure a Secretary is appointed for the Society within one month after the vacancy happens.

15 Removal of Secretary

The Council of the Society may at any time remove a person appointed by the Council as the Secretary.

16 Functions of Secretary

The Secretary's functions include, but are not limited to:

- (a) calling meetings of the Society, including preparing notices of a meeting and of the business to be conducted at the meeting in consultation with the Council Executive; and
- (b) ensuring the recording of minutes of each meeting; and
- (c) ensuring the keeping of copies of all correspondence and other documents relating to the Society; and
- (d) ensuring the maintenance of the register of members of the Society.

17 Membership of the Council

(1) The Council of the Society consists of a President, Treasurer, Executive Secretary, Vice President or President-Elect, a Student representative, a representative from the Fellows of the Society, and one representative from each of the States and mainland Territories of the Commonwealth of Australia, who members of the Society elect at an Annual General Meeting.

The President-Elect shall be elected for a period of one term at the second Annual General Meeting in the term of the preceding President. At the conclusion of this term, the President-Elect will become President, serving two terms as President. At the conclusion of those two terms, the President will become Vice President and serve one term as Vice President.

The Treasurer and Executive Secretary shall be elected for a period of two terms at every second Annual General Meeting.

The State and Territory representatives, the representative from the Society's Fellowship and Student representative will be elected for a single term and may not serve more than three consecutive terms.

A term is defined by the period elapsing between the termination of one Annual General Meeting and the termination of the next Annual General Meeting.

(2) A member of the Council must be a member of the Society.

(3) A member of the Society may be appointed to a casual vacancy on the Council under rule 20.

18 Electing the Council

- (1) A member of the Council may only be elected as follows:
 - (a) any two members of the Society may nominate another member (the **candidate**) to serve as a member of the Council;
 - (b) the nomination must be:
 - (i) in writing; and
 - (ii) agreed and endorsed by the candidate and the members who nominated him or her; and
 - (iii) submitted to the Secretary at least one month before the Annual General Meeting at which the election is to be held;
 - (c) each member of the Society present and eligible to vote at the Annual General Meeting may vote for one candidate for each vacant position on the Council;
 - (d) if, at the start of the meeting, there are not enough candidates nominated, nominations may be taken from the floor of the meeting.
- (2) A person may be a candidate only if the person:
 - (a) is an adult; and
 - (b) is not ineligible to be elected as a member under section 61A of the Act.
- (3) A list of the candidate's names in alphabetical order, with the names of the members who nominated each candidate, must be posted in a conspicuous place of the Society for at least one week immediately preceding the Annual General Meeting.
- (4) If required by the Council, balloting lists must be prepared containing the names of the candidates in alphabetical order.
- (5) The Council Executive must ensure that, before a candidate is elected as a member of the Council, the candidate is advised:
 - (a) whether or not the Society has public liability insurance; and
 - (b) if the Society has public liability insurance—the amount of the insurance.

19 Resignation, removal or vacation of office of Council member

- (1) A member of the Council may resign from the Council by giving written notice of resignation to the Secretary.
- (2) The resignation takes effect at:
 - (a) the time the notice is received by the Secretary; or
 - (b) if a later time is stated in the notice—the later time.
- (3) A member of the Council may be removed from office at a general meeting of the Society if a majority of the members present and eligible to vote at the meeting vote in favour of removing the member.
- (4) Before a vote of members is taken about removing the Council member from office, the member must be given a full and fair opportunity to show cause why he or she should not be removed from office.
- (5) A member has no right of appeal against the member's removal from Council under this rule.
- (6) A member immediately vacates the office of Council member in the circumstances mentioned in section 64(2) of the Act.

20 Vacancies on the Council

- (1) If a casual vacancy happens on the Council, the continuing members of the Council may appoint another member of the Society to fill the vacancy until the next Annual General Meeting.
- (2) The continuing members of the Council may act despite a casual vacancy on the Council.

(3) However, if the number of Council members is less than the number fixed under rule 23(1) as a quorum of the Council, the continuing members may act only to:

- (a) increase the number of Council members to the number required for a quorum; or
- (b) call a general meeting of the Society.

21 Functions of the Council

(1) Subject to these rules or a resolution of the members of the Society carried at a general meeting, the Council has the general control and management of the administration of the affairs, property and funds of the Society.

(2) The Council has authority to interpret the meaning of these rules and any matter relating to the Society on which the rules are silent, but any interpretation must have regard to the Act, including any regulation made under the Act.

Note—

The Act prevails if the Society's rules are inconsistent with the Act—see section 1B of the Act.

(3) The Council may exercise the powers of the Society:

- (a) to borrow, raise or secure the payment of amounts in a way the members of the Society decide; and
- (b) to secure the amounts mentioned in paragraph (a) or the payment or performance of any debt, liability, contract, guarantee or other engagement incurred or to be entered into by the Society in any way, including by the issue of debentures (perpetual or otherwise) charged upon the whole or part of the Society's property, both present and future; and
- (c) to purchase, redeem or pay off any securities issued; and
- (d) to borrow amounts from members and pay interest on the amounts borrowed; and
- (e) to mortgage or charge the whole or part of its property; and
- (f) to issue debentures and other securities, whether outright or as security for any debt, liability or obligation of the Society; and
- (g) to provide and pay off any securities issued; and
- (h) to invest in a way the members of the Society may from time to time decide.

(4) For subrule (3)(d), the rate of interest must not be more than the current rate being charged for overdrawn accounts on money lent (regardless of the term of the loan) by:

- (a) the financial institution for the Society; or
- (b) if there is more than one financial institution for the Society—the financial institution nominated by the Council.

22 Meetings of the Council

(1) Subject to this rule, the Council may meet and conduct its proceedings as it considers appropriate.

(2) The Council must meet at least once every 4 months to exercise its functions.

(3) The Council must decide how a meeting is to be called.

(4) Notice of a meeting is to be given in the way decided by the Council Executive.

(5) The Council may hold meetings, or permit a committee member to take part in its meetings, by using any technology that reasonably allows the member to hear and take part in discussions as they happen.

(6) A Council member who participates in the meeting as mentioned in subrule (5) is taken to be present at the meeting.

- (7) Where a State or Territory representative or Student representative member of Council, is unable to attend a meeting of the Council, they may appoint a proxy, from the particular State or Territory, or the student membership, respectively, to act for them at that meeting.
- (8) A question arising at a Council meeting is to be decided by a majority vote of members of the Council present at the meeting and, if the votes are equal, the question is decided in the negative.
- (9) A member of the Council must not vote on a question about a contract or proposed contract with the Society if the member has an interest in the contract or proposed contract and, if the member does vote, the members vote must not be counted.
- (10) The President is to preside as chairperson at a Council meeting.
- (11) If there is no President or if the President is not present within 10 minutes after the time fixed for a Council meeting, the members may choose one of their number to preside as chairperson at the meeting.

23 Quorum for, and adjournment of, the Council meeting

- (1) At a Council meeting, more than half of the members elected to the Council as at the close of the last general meeting of the members form a quorum.
- (2) If there is no quorum within 30 minutes after the time fixed for a Council meeting called on the request of members of the Council, the meeting lapses.
- (3) If there is no quorum within 30 minutes after the time fixed for a Council meeting called other than on the request of the members of the Council:
 - (a) the meeting is to be adjourned for at least one day; and
 - (b) the members of the Council who are present are to decide the day, time and place of the adjourned meeting.
- (4) If, at an adjourned meeting mentioned in subrule (3), there is no quorum within 30 minutes after the time fixed for the meeting, the meeting lapses.

24 Special meeting of the Council

- (1) If the Secretary receives a written request signed by at least one-third of the members of the Council, the Secretary must call a special meeting of the Council by giving each member of the Council notice of the meeting within one month after the Secretary receives the request.
- (2) If the Secretary is unable or unwilling to call the special meeting, the President must call the meeting.
- (3) A request for a special meeting must state:
 - (a) why the special meeting is called; and
 - (b) the business to be conducted at the meeting.
- (4) A notice of a special meeting must state:
 - (a) the day, time and place of the meeting; and
 - (b) the business to be conducted at the meeting.
- (5) A special meeting of the Council must be held within one month after notice of the meeting is given to the members of the Council.

25 Minutes of Council meetings

- (1) The Secretary must make arrangements to ensure that full and accurate minutes of all questions, matters, resolutions and other proceedings of each Council meeting are recorded.

(2) To ensure the accuracy of the minutes, the minutes of each Council meeting must be signed by the chairperson of the meeting, or the chairperson of the next Council meeting, verifying their accuracy.

26 Appointment of Editors, Convenors, Archivists, Secretariat and subcommittees

(1) The Council may appoint Editors, Convenors, Archivists, Secretariat and subcommittees consisting of members of the Society considered appropriate by the Council to help with the conduct of the Society's operations.

(2) An Editor, Convenor, Archivist, Secretariat or member of a subcommittee who is not an elected member of the Council is not entitled to vote at a Council meeting.

(3) A subcommittee may elect a chairperson of its meetings.

(4) If a chairperson is not elected, or if the chairperson is not present within 10 minutes after the time fixed for a meeting, the members present may choose one of their number to be chairperson of the meeting.

(5) A subcommittee may meet and adjourn as it considers appropriate.

(6) A question arising at a subcommittee meeting is to be decided by a majority vote of the members present at the meeting and, if the votes are equal, the question is decided in the negative.

27 Acts not affected by defects or disqualifications

(1) An act performed by the Council, Editors, Convenors, Archivists, Secretariat a subcommittee or a person acting as a member of the Council is taken to have been validly performed.

(2) Subrule (1) applies even if the act was performed when:

(a) there was a defect in the appointment of a member of the Council, Editor, Convenor, Archivist, Secretariat, subcommittee or person acting as a member of the Council; or

(b) a Council member, Editor, Convenor, Archivist, Secretariat, subcommittee member or person acting as a member of the Council was disqualified from being a member.

28 Resolutions of Council without meeting

(1) A written resolution signed by each member of the Council is as valid and effectual as if it had been passed at a Council meeting that was properly called and held.

(2) A resolution mentioned in subrule (1) may consist of several documents in like form, each signed by one or more members of the Council.

29 Annual General Meetings

An Annual General Meeting must be held:

(a) at least once each year; and

(b) within 6 months after the end date of the Society's reportable financial year.

30 Business to be conducted at Annual General Meeting

(1) The following business must be conducted at each Annual General Meeting of the Society:

(a) receiving the Society's financial statement, and audit report, for the last reportable financial year;

(b) presenting the financial statement and audit report to the meeting for adoption;

- (c) electing members of the Council;
- (d) appointing an auditor or an accountant for the present financial year.
- (2) The following business may also be conducted at each Annual General Meeting of the Society:
 - (a) receipt of reports from Editors, Convenors, Archivists, Secretariat and subcommittees; and
 - (b) review and debate of any action or decision by the Council, with any such action or decision subject to change by an affirmative vote of two-thirds of the members present and eligible to vote, provided also that Society action does not involve commitment, obligation, or payment of funds on which the Council has already acted in accordance with its duly invested authority and responsibility.

31 Notice of general meeting

- (1) The Secretary may call a general meeting of the Society.
- (2) The Secretary must give at least one months notice of the meeting to each member of the Society.
- (3) If the Executive Secretary is unable or unwilling to call the meeting, the President must call the meeting.
- (4) The Council may decide the way in which the notice must be given.
- (5) However, notice of the following meetings must be given in writing:
 - (a) a meeting called to hear and decide the appeal of a person against the Council's decision:
 - (i) to reject the person's application for membership of the Society; or
 - (ii) to terminate the person's membership of the Society;
 - (b) a meeting called to hear and decide a proposed special resolution of the Society.
- (6) A notice of a general meeting must state the business to be conducted at the meeting.

32 Quorum for, and adjournment of, general meeting

- (1) The quorum for a general meeting is at least 40 members.
- (2) No business may be conducted at a general meeting unless there is a quorum of members when the meeting proceeds to business.
- (3) If there is no quorum within 30 minutes after the time fixed for a general meeting called on the request of members of the Council or the Society, the meeting lapses.
- (4) If there is no quorum within 30 minutes after the time fixed for a general meeting called other than on the request of members of the Council or the Society:
 - (a) the meeting is to be adjourned for at least one week; and
 - (b) the Council Executive is to decide the day, time and place of the adjourned meeting.
- (5) The chairperson may, with the consent of any meeting at which there is a quorum, and must if directed by the meeting, adjourn the meeting from time to time and from place to place.
- (6) If a meeting is adjourned under subrule (5), only the business left unfinished at the meeting from which the adjournment took place may be conducted at the adjourned meeting.
- (7) The Secretary is not required to give the members notice of an adjournment or of the business to be conducted at an adjourned meeting unless a meeting is adjourned for at least one month.

(9) If a meeting is adjourned for at least one months, notice of the adjourned meeting must be given in the same way notice is given for an original meeting.

33 Procedure at general meeting

(1) A member may take part and vote in a general meeting in person, by proxy, by attorney or by using any technology that reasonably allows the member to hear and take part in discussions as they happen.

(2) A member who participates in a meeting as mentioned in subrule (1) is taken to be present at the meeting.

(3) At each general meeting:

- (a) the President is to preside as chairperson; and
- (b) if there is no President or if the President is not present within 15 minutes after the time fixed for the meeting or is unwilling to act, the members present must elect one of their number to be chairperson of the meeting; and
- (c) the chairperson must conduct the meeting in a proper and orderly way.

34 Voting at general meeting

(1) At a general meeting, each question, matter or resolution, other than a special resolution, must be decided by a majority of votes of the members present.

(2) Each member present and eligible to vote is entitled to one vote only and, if the votes are equal, the chairperson has a casting vote as well as a primary vote.

(3) A member is not entitled to vote at a general meeting if the member's annual subscription is in arrears at the date of the meeting.

(4) The method of voting is to be decided by the Council.

(5) However, if at least 20% of the members present demand a secret ballot, voting must be by secret ballot.

(6) If a secret ballot is held, the chairperson must appoint two members to conduct the secret ballot in the way the chairperson decides.

(7) The result of a secret ballot as declared by the chairperson is taken to be a resolution of the meeting at which the ballot was held.

35 Special general meeting

(1) The Secretary must call a special general meeting by giving each member of the Society notice of the meeting within one month after:

- (a) being directed to call the meeting by the Council; or
- (b) being given a written request signed by—
 - (i) at least one-third of the number of members of the Council when the request is signed; or
 - (ii) at least the number of ordinary members of the Society equal to double the number of members of the Society on the Council plus one when the request is signed; or
- (c) being given a written notice of an intention to appeal against the decision of the Council:
 - (i) to reject an application for membership; or
 - (ii) to terminate a person's membership.

(2) A request mentioned in subrule (1)(b) must state—

- (a) why the special general meeting is being called; and
- (b) the business to be conducted at the meeting.

(3) A special general meeting must be held within 3 months after the Secretary:

- (a) is directed to call the meeting by the Council; or
 - (b) is given the written request mentioned in subrule (1)(b); or
 - (c) is given the written notice of an intention to appeal mentioned in subrule (1)(c).
- (4) If the Secretary is unable or unwilling to call the special meeting, the President must call the meeting.

36 Proxies

- (1) An instrument appointing a proxy must be in writing and be in the following or similar form—

[Name of association]:

I, _____ of _____, being
a member of the Australian Society for Parasitology Inc, appoint
_____ of _____
as my proxy to vote for me on my behalf at the (annual) general meeting of the
Society, to be held on the _____ day of _____
20____
and at any adjournment of the meeting.
Signed this _____ day of _____ 20____.

Signature

- (2) The instrument appointing a proxy must be signed by the appointor or the appointor's attorney properly authorised in writing.
- (3) A proxy may be a member of the Society.
- (4) The instrument appointing a proxy is taken to confer authority to demand or join in demanding a secret ballot.
- (5) Each instrument appointing a proxy must be given to the Executive Secretary before the start of the meeting or adjourned meeting at which the person named in the instrument proposes to vote.
- (6) Unless otherwise instructed by the appointor, the proxy may vote as the proxy considers appropriate.
- (7) If a member wants a proxy to vote for or against a resolution, the instrument appointing the proxy must be in the following or similar form:

[Name of association]:

I, _____ of _____, being
a member of the Australian Society for Parasitology Inc., appoint
_____ of _____
as my proxy to vote for me on my behalf at the (annual) general meeting of the
association, to be held on the _____ day of _____
20____
and at any adjournment of the meeting.
Signed this _____ day of _____ 20____.

Signature

This form is to be used *in favour of/*against [*strike out whichever is not wanted*] the following resolutions—

[List relevant resolutions]

37 Minutes of general meetings

- (1) The Secretary must make arrangements to ensure that full and accurate minutes of all questions, matters, resolutions and other proceedings of each general meeting are recorded.
- (2) To ensure the accuracy of the minutes:
- (a) the minutes of each general meeting must be signed by the chairperson of the meeting, or the chairperson of the next general meeting, verifying their accuracy; and

- (b) the minutes of each annual general meeting must be signed by the chairperson of the meeting, or the chairperson of the next meeting of the Society that is a general meeting or annual general meeting, verifying their accuracy.
- (3) If asked by a member of the Society, the Secretary must, within one month after the request is made:
 - (a) make the minutes for a particular general meeting available for inspection by the member at a mutually agreed time and place; and
 - (b) give the member copies of the minutes of the meeting.
- (4) The Society may require the member to pay the reasonable costs of providing copies of the minutes.

38 By-laws

- (1) The Council may make, amend or repeal by-laws, not inconsistent with these rules, for the internal management of the Society.
- (2) A by-law may be set aside by a two-thirds majority vote of members at a general meeting of the Society.

39 Alteration of rules

- (1) Subject to the Act, these rules may be amended, repealed or added to by a special resolution carried by a two-thirds majority at a general meeting.
- (2) However an amendment, repeal or addition is valid only if it is registered by the chief executive.

40 Common seal

- (1) The Council must ensure the Society has a common seal.
- (2) The common seal must be:
 - (a) kept securely by the Council; and
 - (b) used only under the authority of the Council.
- (3) Each instrument to which the seal is attached must be signed by a member of the Council and countersigned by:
 - (a) a member of the Council Executive; or
 - (b) someone authorised by the Council.

41 Funds and accounts

- (1) The funds of the Society must be kept in an account in the name of the Society in a financial institution decided by the Council.
- (2) Records and accounts must be kept in the English language showing full and accurate particulars of the financial affairs of the Society.
- (3) All amounts must be deposited in the financial institution account as soon as practicable after receipt.
- (4) A payment by the Society of \$100 or more must be made by cheque or electronic funds transfer.
- (5) If a payment of \$100 or more is made it must be signed (if a cheque) or authorised appropriately (if an electronic transfer) or by any two of the following:
 - (a) the President;
 - (b) the Executive Secretary;
 - (c) the Treasurer;
 - (d) any one of three other members of the Society who have been authorised by the Council to sign cheques issued by the Society.

(6) However, one of the persons who signs the cheque must be the President, the Executive Secretary or the Treasurer.

(7) Cheques, other than cheques for wages, allowances or petty cash recoupment, must be crossed not negotiable.

(8) A petty cash account must be kept on the imprest system, and the Council must decide the amount of petty cash to be kept in the account.

(9) All expenditure must be approved or ratified at a Council meeting.

42 General financial matters

(1) On behalf of the Council, the Treasurer must, as soon as practicable after the end date of each financial year of the Society, ensure a financial statement for its last reportable financial year is prepared.

(2) The income and property of the Society must be used solely in promoting the Society's objects and exercising the Society's powers.

43 Documents

The Council must ensure the safe custody of books, documents, instruments of title and securities of the Society.

44 Financial year

The end date of the Society's financial year is April 30 in each year.

45 Winding-up of the Society

The Society shall continue until:

(1) a special resolution for its voluntary winding-up is carried by an affirmative vote of two-thirds of financial members of the Society by postal ballot or at a general meeting convened for that purpose, with due regard to quorum, and subject to a copy of the special resolution being lodged with the chief executive within 1 month of the passing of that special resolution under Part 10 of the Act; or

(2) is wound-up by the Supreme Court under Part 10 of the Act.

46 Distribution of surplus assets to another entity

(1) This rule applies if the Society:

- (a) is wound-up under part 10 of the Act; and
- (b) has surplus assets.

(2) The surplus assets must not be distributed among the members of the Society.

(3) The surplus assets must be given to another entity:

- (a) having objects similar to the Society's objects; and
- (b) the rules of which prohibit the distribution of the entity's income and assets to its members.

(4) In this rule— **surplus assets** see section 92(3) of the Act.

PRINCIPLES, BY-LAWS AND GUIDELINES FOR AWARDS, GRANTS, JOURNALS, COMMITTEES AND ARCHIVES OF THE AUSTRALIAN SOCIETY FOR PARASITOLOGY INC.

1. EQUITY AND INCLUSIVITY PRINCIPLES

Commented [SN1]: This is a new inclusion

The Australian Society for Parasitology (herein referred to as *the Society*) recognises that we operate in a diverse local, national and global community. The Society is committed to sustaining a diverse culturally and socially inclusive membership and supports multiculturalism and anti-discrimination. This includes supporting our LGBTQI (Lesbian, Gay, Bisexual, Transgender, Queer or Questioning, and Intersex) colleagues and encouraging our members to become part of the ALLY Network.

The Society recognises and values the wealth of talent, creativity and discoveries achieved by women in parasitology. We acknowledge that women continue to be under-represented in the field, particularly at senior levels. The Society is, therefore, committed to gender equality in our discipline and in the Society. This goal of gender equality is important for two reasons. The first reason relates to the science we conduct. We recognise that women are under-represented at conferences, particularly in invitations to speak. Thus, the important contributions and discoveries made by a significant portion of our community remain under-recognised. Second, career development in the sciences is driven not only by publication output but also by prestige measures, such as active and invited participation in scientific conferences and the award of prizes. Equal representation at conferences and recognition by awards is, thus, important for women to thrive and develop in their careers.

The Society's Annual General Meeting and Scientific Conference is a focal point of the Society and, therefore, we seek to ensure equality for all participants, and strive to achieve gender balance at all levels of the meeting. The Society aims to achieve gender balance in its Conference Organising Committee, and among plenary and invited presentations, contributed papers and session chairs. In all aspects, the Society will uphold the principle that all participants have equal opportunity for representation. The Society additionally aims to ensure that its meetings are safe, inclusive venues for engagement and discussion. We, thus, strive to promote responsible participation in business and social events by all delegates and committee members, so that all participants can experience all the benefits of our meetings. These goals will be achieved by: working with conference partners, sponsors and co-hosts to ensure that they adopt and enact gender equality policies at the outset of their conference organisation; and auditing our meetings to gauge how we have performed in gender equality and inclusivity, and using this information to guide development of future conferences.

The Society is committed to achieving equality across all its committees including but not limited to its Council, Bancroft-Mackerras Medal Selection Committee, J.F.A. Sprent Prize Selection Committee, Research Network Committee, Concepts in Parasitology Organising and Curriculum Committee and lecturing staff, Education Committee, and editorial boards of the Society's journals, including *The International Journal for Parasitology*, *IJP: Parasites and Wildlife*, and *IJP: Drugs and Drug Resistance*.

2. AWARDS

The Society recognises that prizes and awards to individual members for outstanding achievement has the ability to inspire others and further the discipline. The Society, therefore, sponsors the following awards:

2.1. The Bancroft-Mackerras Medal of the Australian Society for Parasitology

A medal and certificate to be presented to an Ordinary member or Fellow who, in the opinion of a selection committee appointed by the Council, has made an outstanding contribution to the science of parasitology, particularly in work published during the last 5 years. Nominations are to be called for yearly but the award need not be given every year. The medal will be known as "The Bancroft-Mackerras Medal of the Australian Society for Parasitology". The Medal commemorates the contribution of the Bancroft-Mackerras dynasty to the development of the discipline of parasitology in Australia from the 1860s to 1960s. The recipient will deliver an oration at the annual conference of the Society, receive reimbursement of reasonable travel costs to the conference at which the medal is presented and will be a guest of the Society for the duration of the conference. The procedure for selection of the recipient is as follows:

Commented [SN2]: Clarification of eligibility in light of introduction of International membership category

- (a) Council shall appoint a committee of five from its Fellowship and this shall be called "The Bancroft-Mackerras Medal Selection Committee" (Council responsibility stops here and it must be prepared to have faith in the committee that it appoints, the members of which it has previously elected to its Fellowship and, thus, Council may only endorse the committee's recommendation);
- (b) Each member of the Bancroft-Mackerras Medal Selection Committee shall serve for 5 years, with Council appointing one new member to replace one retiring member each year and retiring members will not be eligible for reappointment until a year has elapsed (this system will ensure both continuity and regular change in membership of the Bancroft-Mackerras Medal Selection Committee);
- (c) Serving members of the Bancroft-Mackerras Medal Selection Committee shall be automatically barred from being nominated themselves or from proposing or seconding someone else, however, members of Council or other office bearers shall not be so barred and the Bancroft-Mackerras Medal Selection Committee shall be able to bring to the notice of the Executive Secretary the name of any candidate it considers worthy of nomination so that the Executive Secretary can encourage such nomination to be made;
- (d) Council appoints a Convenor from among the five members of the Bancroft-Mackerras Medal Selection Committee (when matters pertaining to the Bancroft-Mackerras Medal are to be considered, the Convenor may not divulge the names of nominees for the Medal, but may discuss procedures with the Executive Secretary, who will receive the nominations in the first instance and these will be confidential to him/her also);
- (e) Nominations shall be made by a proposer and a seconder, and consist (i) a detailed statement of nomination describing the nature of the "outstanding contribution to the science of parasitology" for which the nominee has been responsible (the statement should make explicit reference to particular aspects of the research achievements of the nominee and should be signed jointly by proposer and seconder, or each may submit a separate statement) and (ii) a *curriculum vitae* including a list of all publications.;

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- (f) The permission of the nominee is not required and the nominee need not be made aware of his/her nomination;
- (g) Nominations should be received by the Executive Secretary of the Society, by 30 September each year and forwarded to the Convenor of the Bancroft-Mackerras Medal Selection Committee;
- (h) The Convenor shall ensure that all members of the Bancroft-Mackerras Medal Selection Committee receive copies of nominations;
- (i) Through the Convenor, the Bancroft-Mackerras-Medal Selection Committee may request additional information on any candidate from the nominator or seconder, and may seek the opinion of referees of its own choosing and any such additional information should be supplied to all members of the Bancroft-Mackerras Medal Selection Committee;
- (j) Each member of the Bancroft-Mackerras-Medal Selection Committee independently ranks the nominations, after eliminating any considered of insufficient calibre, and forwards his/her ranking, with reasons, to the Convenor, who then circulates the individual rankings and reasons to all members of the Bancroft-Mackerras Medal Selection Committee (a period should be allowed for members to consult with each other and, if desired, reconsider final ranking to the Convenor before the nominee with the highest combined rank, *i.e.*, the lowest total score, will become the Bancroft-Mackerras Medal Selection Committee's recommendation);
- (k) The Convenor brings to Council the results of the deliberations of the Bancroft-Mackerras Medal Selection Committee for the purpose of formal ratification in the form either of (i) "The Bancroft-Mackerras Medal Selection Committee for the selection of the 20_ Bancroft-Mackerras Medallist agrees that (name) is a worthy recipient of the Medal and recommends to Council that the Medal be awarded" or (ii) "It is the recommendation of the Bancroft-Mackerras Medal Selection Committee for the selection of the 20_ Bancroft-Mackerras Medallist that the Medal not be awarded";
- (l) Three months in advance of the Annual General Meeting of the Society the President shall advise the recipient, in confidence, of their Award, invite the Medallist to attend the annual conference of the Society so the Medal may be presented in person and request that the recipient present a 30 minute oration on a subject of their choice but which is appropriate to the occasion;
- (m) The name of the recipient shall remain confidential to Bancroft-Mackerras Medal Selection Committee and President until the Convenor brings to Council the results of the deliberations of the Bancroft-Mackerras Medal Selection Committee, preferably at the Council Meeting preceding the Annual General Meeting;
- (n) The Executive Secretary shall return all nomination documents for unsuccessful nominees to the nominators at least one month before the Annual General Meeting and all correspondence other than that dealing with the recipient of the Medal, the recipient's nominators and the Bancroft-Mackerras Medal Selection Committee Convenor shall be destroyed;
- (o) Nominations stand only for the year in which they are made, but without prejudice to renomination of unsuccessful candidates in subsequent years.

2.2. The John Frederick Adrian Sprent Prize of the Australian Society for Parasitology

A prize to be presented to a Student member who, in the opinion of a selection committee appointed by the Council, has written an outstanding thesis in parasitology for which the degree of PhD was awarded during the previous 3 years. Nominations are to be called every 3 years but the prize need not be given at every selection. The prize will be known as "The John Fredrick Adrian Sprent Prize of the Australian Society for Parasitology". The prize was established as a result of a donation from, and honours the memory of, Founding Member, Inaugural President and Fellow of the Australian Society for Parasitology, Professor J.F.A. Sprent. The recipient will be awarded a cash prize and certificate, together with a bronze plaque with the image of Professor Sprent on the face, garlanded by the words, "The John Frederick Adrian Sprent Prize" and the words, "Australian Society for Parasitology". A space should be left for engraving the name of the recipient and the year of award beneath the portrait. An interest-bearing account will be maintained, in the name of the Society and operated by the Treasurer, into which money donated by the membership can be received and invested to accrue the best interest. Donations may be sought from time to time by the Treasurer of the Society to maintain sufficient capital to allow a substantial gift to be awarded. The recipient will deliver a lecture at the annual conference of the Society, receive reimbursement of reasonable travel costs to the conference, and will be a guest of the Society for the duration of the conference. The procedure for selection of the recipient is as follows:

- (a) No age restriction on recipients but the prize shall be made only to a PhD graduate in parasitology of the previous 3 years who was a Student member of the Society for at least 2 years during their PhD candidature;
- (b) A J.F.A. Sprent Prize Selection Committee will be appointed by Council, consisting of four members of the Society, who are deemed by Council to have appropriate experience to serve on the J.F.A. Sprent Prize Selection Committee and, in addition, Council will appoint two or more reserve members to the J.F.A. Sprent Prize Selection Committee in case there are any conflicts of interest;
- (c) The President of the Society will act as Convenor of the J.F.A. Sprent Prize Selection Committee, but will not influence the deliberations or recommendations of the committee except where there is a tie in the voting (the President may delegate convening of the J.F.A. Sprent Prize Selection Committee to another member of Council with Council's agreement if, e.g., the President is potentially conflicted in assessment of candidates);
- (d) The Convenor will rule on situations in which a conflict of interest arises and may replace Committee members with appointments from the reserve list;
- (e) Each member of the J.F.A. Sprent Prize Selection Committee cannot serve consecutively for more than two selections and two members will retire after each selection and be replaced by two new members (this system will ensure both continuity and turnover of the membership of the J.F.A. Sprent Prize Selection Committee);
- (f) The J.F.A. Sprent Prize Selection Committee will assess the nominations for the prize received for each selection and to recommend the name of the recipient (if any) to Council and the entire deliberations of the J.F.A. Sprent Prize Selection Committee will remain strictly confidential to the members of the J.F.A. Sprent Prize Selection

Committee and Convenor at that time (Council has the power only to endorse the J.F.A. Sprent Prize Selection Committee's final recommendation);

- (g) Serving members of the J.F.A. Sprent Prize Selection Committee cannot be nominated for the prize, nor can they nominate or second anybody else for the prize but members of Council or other office bearers would not be so barred and the J.F.A. Sprent Prize Selection Committee may bring to the notice of Council the name of any candidate it considers worthy of nomination so that Council, if it agrees, can arrange for such nomination to be made;
- (h) Nominations should be made by a proposer and a seconder who are members of the Australian Society for Parasitology and the nomination should include (i) copies of nominee's thesis, (ii) a detailed statement describing the merits of the candidate's postgraduate research as embodied in the PhD thesis (this statement should be signed jointly by proposer and seconder, or each may submit a separate statement), (iii) a detailed *curriculum vitae*, and (iv) copies of any publications post-dating the PhD submission date;
- (i) The permission of the nominee is not required and the nominee need not be made aware of his/her nomination;
- (j) The call for nominations will be advertised to all members of the Society in the May-August Newsletter(s) of the Society in the calendar year preceding award of the J.F.A. Sprent Prize, with nominations accepted by the Executive Secretary, Australian Society for Parasitology, only until 30 September in the calendar year of advertisement, and forwarded to the President who will provide copies to each member of the J.F.A. Sprent Prize Selection Committee (the J.F.A. Sprent Prize Selection Committee, through the Convenor, may request additional information on any candidate from the proposer or seconder and may seek the opinion of referees of its own choosing, with this additional material being supplied to all members of the Committee);
- (k) Each member independently assesses the nominations, after eliminating any candidate of insufficient calibre, and forwards their recommendation of a recipient with reasons to the Convenor, who then circulates the individual assessments and reasons to all members of the J.F.A. Sprent Prize Selection Committee, whereupon committee members should consult with each other and, after reconsidering their recommendation, submit their final choice to the Convenor (the nominee with the highest number of votes will accordingly become the J.F.A. Sprent Prize Selection Committee's recommendation and, in the event of a tie, the final choice should be made by a simple majority vote of the J.F.A. Sprent Prize Selection Committee, including that of the Convenor, amongst the tied nominees);
- (l) The name of the recipient shall remain confidential to the J.F.A. Sprent Prize Selection Committee and Council until the prize is presented at the annual conference of the Society and all nomination documents for unsuccessful nominees should be returned to the nominator(s) and all correspondence, other than the letter advising the recipient of their selection shall be destroyed.

2.3. J.D. Smyth Award

An award of financial assistance is to be provided to Student members of at least 6 months standing who are enrolled at a recognised Australian university for the purpose of travelling

overseas to gain knowledge on techniques that may not be available in Australia, to form liaisons that may benefit their careers in the longer term and to promote the cause of parasitology in Australia. The award is not provided for the primary purpose of attending a conference. The maximum value of the award is to be determined annually by the Council. Recipients are to be chosen by the Research Network Committee.

2.4. The Australian Society for Parasitology Elsevier Lectureships

Commented [SN3]: Replacing "ASP International Visiting Lectureships"

To complement the scientific presentations at the annual conference of the Society, researchers of international reputation in parasitology may be awarded an Australian Society for Parasitology Elsevier Lectureship and be invited to attend and present their work as:

- *The International Journal for Parasitology Lecturer;*
- *The IJP: Drugs and Drug Resistance Lecturer; or*
- *The IJP: Parasites and Wildlife Lecturer.*

The Society may assist financially in the invited speaker's attendance at the meeting, including the granting of free registration for the meeting.

The Conference Organising Committee will select the annual recipients of the Lectureships and will consider, but not be obliged to select any of, up to four nominees (at least two of which must be women) from each of the Editors of the Society's scientific journals. The Editors will submit their nominees (including *curriculum vitae*) to the Research Network Convenor by March 31 in the year preceding the annual conference. Lecturers will be selected for the quality of their research, in the context of the conference's scientific themes.

2.5. The Australian Society for Parasitology Student Award

A cash award(s) to be presented at the annual conference to a Student member(s) of the Society who has been financial for at least 3 months prior to the conference, for a presentation of research findings in the form of an oral presentation and/or a poster delivered at the annual conference of the Society and judged, by a sub-committee convened by the Conference Organising Committee, to be of a high degree of excellence. The award(s) need not be given at every meeting.

2.6. The Australian Society for Parasitology Undergraduate Prize

A cash award is to be provided to institutions identified by the Council as offering a suitable course in parasitology, for presentation to the best undergraduate student in parasitology. Selection of individual recipients would be by the institutions according to procedures agreed by the Council. The award may be shared and need not be made every year, at the discretion of the institution.

3. GRANTS

The Society aims to: promote and facilitate interaction between colleagues, peers and potential research partners; communicate the scientific achievements of its members; and create professional development opportunities for them, in particular for postgraduate students and early career postdoctoral fellows. Therefore, the Society provides funding assistance for its members to undertake important, relevant travel.

3.1. Student Conference Travel Grants

Student Conference Travel Grants are available to assist Students members who are enrolled at a recognised Australian university to attend the annual conference of the Society. Eligibility for Student Conference Travel Grants is further limited to individuals who have been financial members for at least 3 months prior to the conference. The funding available each year for the Student Conference Travel Grants will be set by Council.

3.2. Researcher Exchange, Training and Travel Grants

Commented [SN4]: New inclusion

Funding Assistance is available to members of the Society for Researcher Exchanges, Training Courses, Visiting International Lectureships, Workshops and Grant Writing Retreats. This may include: exchanges between laboratories (ranging from a few weeks up to a year); lecture tours by esteemed international scientists; workshops and/or grant writing retreats that promote or foster significant collaboration between members of the Society (e.g. for large scale research undertakings); and training courses (e.g., the Biology of Parasitism Course at Woods Hole) but excluding the Society's Concepts in Parasitology Course, which is already subsidised by the Society. This award scheme does not support travel to attend conferences. Guidelines for the distribution of funds are summarised below:

Applicants must be current members of the Society and current employees or students in an Australian institution;

Applicants must clearly describe the purpose of the travel, together with a convincing justification of the benefits to the individual and the Society;

Applications will be considered by a committee convened by the Society's Research Network (the Research Network Committee);

In each selection round, the Research Network Committee will select the most meritorious application by an eligible student to be awarded a J.D. Smyth Postgraduate Student Travel Award;

The amount of assistance to be provided will depend on the number of worthy applications received each year, with due regard to the budget limitations of the fund and previous history of funding of any individual (awards will, generally, be in the range of \$2,000 to \$10,000 but higher amounts may be considered under exceptional and particularly well explained and justified circumstances);

Applicants must show evidence of either having obtained funds from other sources or show evidence of making genuine attempts to obtain funds from other sources to augment the Society's funding, except for applications for travel wholly within Australia where the funds requested are less than \$2000 and, in the case of Researcher Exchanges, whilst the Society will provide funds towards travel, accommodation and subsistence, it is expected that the collaborating laboratories will furnish the costs for the research;

Successful applicants are encouraged to promote the Society during their activities; this may include using the Society logo on presentations, and acknowledging the Society support in any publications resulting from the funded activity. Logos and wording to acknowledge the Society's support will be supplied to awardees;

Successful applicants are under an obligation to report back to the Society, with a written report within one month of completion of the proposed program and the report will contain (i) the name of researcher(s), (ii) any outcomes linked to the program (e.g., publications, professional reports, new collaborations or new lines of inquiry resulting from the program, grant applications, new skills developed etc), (iii) a financial report, including receipts (the length of this report need not exceed two pages but failure to comply with the above will lead to disqualification from future consideration in relation to this fund, and the report may be used in the Society's Newsletter and/or website).

4. SCIENTIFIC JOURNALS

The Society operates three scientific journals to disseminate knowledge of parasitology: *The International Journal for Parasitology*; *IJP: Parasites and Wildlife*; and *IJP: Drugs and Drug Resistance*. The Editors of these journals are appointed by Council for a period of 3 years, with the possibility of re-appointment for further periods of 3 years with no limit to the number of years of continuous service.

The Editors shall review and edit all papers submitted for publication and shall be responsible for the standard of papers published in the Society's journals.

The Editors shall, in consultation with the Council of the Society, appoint such editorial officers as are necessary for administering, and advising on, the editorial policy of each Journal.

The Editors shall formulate the policies for each journal, in consultation with the Society and following discussion with the publishers.

The Editors shall liaise with the publishers of the journals, on all matters relating to each journal.

The Editors shall keep the Society informed of any proposed changes in the format of each journal.

The Editors, or their delegates, shall attend Council meetings and the Annual General Meeting of the Society and provide reports on the journals at each meeting. The Editors shall submit to the Treasurer by March 31 each year an audited financial statement for each journal for the previous year ending December 31.

5. AUSTRALIAN SOCIETY FOR PARASITOLOGY RESEARCH NETWORK

Commented [SN5]: New inclusion

The Society established a Research Network in 2004, upon the award of substantial funding from the Australian Research Council and the National Health and Medical Research Council. The Council of Society appoints a Convenor and Executive Officer of the Research Network for terms of 3 years, with the possibility of re-appointment for further periods of 3 years with no limit to the number of years of continuous service, to oversee and implement the activities and initiatives of the Research Network to address the following goals:

- to further the strategic development of Australian parasitology research and education;

- to assist the Society in the organisation of an annual scientific conference of the highest quality;
- to assess applications and manage the Society's grants and awards including the Researcher Exchange, Training and Travel Awards, J.D. Smyth Postgraduate Travel Awards, Student Conference Travel Grants, Student Awards, and other awards approved by the Council of the Society from time to time; and
- to raise the awareness of Australian parasitology with the general public through the development of outreach initiatives;
- to produce and maintain the Society's Newsletter, Annual Report and Website.

The level of funding for the activities, grants and awards listed above will be determined by the Council, in its sole discretion, at its meetings each year. The Council may appoint an external organisation as the Administering Organisation for the Research Network and provide that organisation with a grant to carry out the operations and activities of the Research Network.

The Convenor and Executive Officer are responsible for forming and coordinating a committee (the Research Network Committee) to assess applications for the grants and awards listed above. The Convenor and Executive Officer are also responsible for forming and coordinating a Conference Organising Committee to develop the scientific program of the Society's annual conference each year.

The Convenor and/or Executive Officer of the Research Network shall attend Council meetings and the Annual General Meeting of the Society and provide reports on the Research Network's activities at each meeting.

6. AUSTRALIAN SOCIETY FOR PARASITOLOGY CONCEPTS IN PARASITOLOGY COURSE

Commented [SN6]: New inclusion

A Convenor shall be appointed by Council for a period of 3 years with the possibility of re-appointment for further periods of 3 years with no limit to the number of years of continuous service, to form and coordinate a Concepts in Parasitology Organising and Curriculum Committee to plan, oversee and implement the Society's advanced parasitology course activities and initiatives, which are to:

- provide a comparative overview of the most important topics in parasitology, equipping early career researchers with the conceptual framework, technological know-how and skills to meet the challenges of the future; and
- build on the strength of the Australian parasitological community by having world-experts across a wide range of disciplines share their knowledge with students.

The Convenor, or their delegate, of the Concepts in Parasitology Course Organising and Curriculum Committee shall attend Council meetings and the Annual General Meeting of the Society and provide reports on the course at each meeting.

7. AUSTRALIAN SOCIETY FOR PARASITOLOGY EDUCATION COMMITTEE

Commented [SN7]: New inclusion

A Convenor shall be appointed by Council for a period of 3 years with the possibility of re-appointment for further periods of 3 years with no limit to the number of years of continuous

service, to form and coordinate an Education Committee to plan, oversee and implement the Society's tertiary educational activities and initiatives, which aim to develop a framework and educational resources for parasitology teaching in Australia, identifying basic concepts that will apply to all areas of parasitology.

The Convenor, or their delegate, of the Education Committee shall attend Council meetings and the Annual General Meeting of the Society and provide reports on the Education Committee's activities at each meeting.

8. ARCHIVES

The Society shall maintain appropriate records of its history. These will be overseen by an Archivist, who shall be appointed by Council for a period of 3 years and then subject to re-appointment for further periods of 3 years with no limit to the number of years of continuous service.

The Archivist, or their delegate, shall attend Council meetings and the Annual General Meeting of the Society and provide reports on the Society's records and archives at each meeting including casting and provision of medals, plaques and folios for, *e.g.*, the Society's various awards and Fellowship citations.

9. AFFILIATION

The Society may affiliate with other bodies and other bodies may affiliate with the Society only on the affirmative vote of two-thirds of the members at a duly called business meeting or of those replying within 30 days to postal ballots issued by the Secretary provided votes are cast by a quorum of members.

The Society shall only affiliate with other bodies having objects similar to those of the Society, and which shall prohibit the distribution of its or their income and property amongst its or their members to an extent at least as great as that imposed upon this Society.



CONSTITUTION AND BY-LAWS

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THE AUSTRALIAN SOCIETY FOR PARASITOLOGY INC.

CONSTITUTION

As adopted by the First Annual General Meeting held in Canberra on 19 January 1964 and amended: at General Meetings held on 14 January 1967, 5 August 1967; by postal ballot in January 1972; at General Meetings held on 25 January 1975, 17 May 1976, 23 May 1979, 20 May 1980 and 15 May 1981; by postal ballot in August 1982, June 1984 and May 1985; at General Meetings held on 24 August 1986, 30 September 1987, 10 August 1990, 3 October 1991, 1 September 1992, 30 September 1993, 29 September 1994, 17 July 1997 and 29 September 1998; by postal ballot in May 1999 and August 1999; and at General Meetings held on 11 July 2001, 19 October 2005, 10 July 2007, 8 July 2008 and by written ballot on 5 June 2012 and 21 June 2012.

ARTICLE I. NAME

The organization shall be known as "THE AUSTRALIAN SOCIETY FOR PARASITOLOGY INC.", hereinafter referred to as the Society.

Commented [SN1]: Now appears as Clause 2 in 2018 Constitution

ARTICLE II. OBJECT

The Society fosters association of persons interested in parasitology, fosters establishment and proper curation of collections of Australian parasites, and, by facilitating intercourse and discussion, promotes investigation and advances knowledge of parasitology.

Commented [SN2]: Now appears as Clause 3 in 2018 Constitution – shortened to be simpler and clearer and reference to curation removed as this is a very specialised object that is a potentially restrictive impediment to flexible operations, placing an onus on the Society to support curation of collections rather than choosing to do so

ARTICLE III. MEMBERS

Section 1 The Society is composed of persons and companies whose experience or interest will, in the opinion of Council, allow them to participate in and contribute to the activities of the Society.

Membership shall be of four classes: namely, Student, Ordinary, Fellows and Sustaining.

Commented [SN3]: Now appears as Clauses 5-11 in 2018 Constitution, simplifying and better clarifying classes of membership, awarding of membership, resignation and termination of membership – this includes adding a clarifying phrase that Student membership is restricted to those enrolled at an Australian university.

Commented [SN4]: Reference to companies does not appear in the 2018 Constitution as it was recommended at the 2018 Strategic Planning meeting to no longer offer Sustaining Membership

Section 2 Student and Ordinary Members: membership shall be by subscription and shall be open to all persons satisfying the requirements set out in Article III, Section 1, Para. 1. Non-salaried PhD graduates will be eligible for dues at the student rate for up to 1 year post award of degree, provided non-salaried status is confirmed by their PhD supervisor or other member of the Society in good standing.

Members who joined the Society on or before 30 June, 1964, shall be deemed to be foundation members.

Commented [SN5]: International Member category added, and status of Foundation Member clarified in 2018 Constitution; Sustaining Membership removed.

Thereafter applications for membership shall be sponsored by not less than two members of the Society of whom at least one should have personal knowledge of the applicant.

A candidate for membership shall send to the Secretariat a duly executed and signed application together with one annual subscription.

Election to membership of the Society will be decided by the Executive: a Committee comprising the President, Executive Secretary and Treasurer.

When a person has been elected to the Society, the Executive Secretary shall instruct the Secretariat to inform him/her of his/her election and to give him/her a copy of the Constitution and By-Laws of the Society and a list of members.

Unsuccessful candidates will be advised and refunded their initial subscription.

Resignation of membership shall be signified in writing to the Executive Secretary and the member so resigning shall be liable for payment of his/her annual subscription for the current year together with any arrears up to date of tendering his/her resignation.

A member who has resigned under Article III, Section 2, Para. 7, may be automatically reinstated by payment of the current annual subscription.

Any member whose subscription is two years in arrears, and who has been notified of the fact in writing, shall by decision of Council forfeit membership of the Society.

Such persons as designated under Article III, Section 2, Para. 9, may be automatically reinstated by payment of all outstanding dues. Alternatively, such person as designated under Article III, Section 2, Para. 9, may rejoin the Society without payment of all outstanding dues but subject to a rule restricting access to any funding support from the Society for a 12-month period of time.

Upon retirement, or at any time thereafter, an Ordinary Member in good standing aged 55 years or more may pay three times the current annual dues as a final payment entitling him/her to all the privileges of Ordinary Membership for life. Alternatively, an Ordinary Member in good standing upon retirement may pay membership dues annually at the student rate, entitling him/her to all the privileges of Ordinary Membership for that year.

Section 3 Fellows: Distinguished parasitologists who by their influence or endeavour have promoted the advance of parasitology shall be eligible for nomination and election by the Council as Fellows.

From time to time Council may elect as a Fellow a person who has rendered conspicuous service to the cause of Parasitology and the Society.

Fellows will be presented with a certificate upon election and shall pay no subscription but shall enjoy all the rights and privileges of ordinary members including the right to vote.

The number of Fellows shall not exceed ten percent of the current membership.

Section 4 Sustaining members: Sustaining membership shall be by prescription and shall be open to companies satisfying the requirements set out in Article III, Section 1, Para. 1.

Commented [SN6]: Reference to companies does not appear in the 2018 Constitution as it was recommended at the 2018 Strategic Planning meeting to no longer offer Sustaining Membership

A company applying for sustaining membership shall apply in writing to the Executive Secretary and shall include one annual subscription. Election to membership of the Society will be decided by a Committee comprising the President, Executive Secretary and Treasurer. Unsuccessful candidates will be advised and refunded their initial subscription.

When a company has been elected to the Society, the Executive Secretary shall inform it of its election and shall give it a copy of the Constitution and By-Laws of the Society and a list of members.

Resignation of sustaining membership shall be signified in writing to the Executive Secretary and the member so resigning shall be liable for payment of his/her annual subscription for the current year together with any arrears up to date of tendering his/her resignation.

Any sustaining member whose subscription is two years in arrears, and who has been notified of the fact by mail, shall, by decision of council, be deemed to have resigned from membership of the Society.

A sustaining member who has resigned under Article III, Section 4, Para. 4, may be automatically reinstated by payment of the current annual subscription.

Sustaining membership shall confer the right of the company to send one representative, additional to any Ordinary Members or Fellows, to attend each Meeting. The company or its representative shall be entitled to all privileges of Ordinary Members, except that of office bearer. In addition, Sustaining Members shall be recognised in the printed Abstracts of Scientific Meetings and may under conditions determined by the Executive display a limited amount of advertising literature, samples or equipment at Scientific Meetings.

Section 5 The Council shall be empowered to recommend to a General Business Meeting of the Society or an Extraordinary General Business Meeting of the Society, the removal of a member's name from the Register of Members if in their opinion the interests of the Society require it. Any such motion shall be deemed to be passed if at least two-thirds of the members present vote in favour of the motion.

ARTICLE IV. ADMINISTRATION

Section 1 The Society shall be governed by a Council consisting of the following officers of the Society, namely: the President, President – Elect or Vice President, Secretary, Executive Secretary, Treasurer, the Editor of the International Journal for Parasitology and on Editor of any other Journals that the Society may sponsor, Convenor of the Bancroft-Mackerras Medal Committee, Archivist (non-voting), Newsletter Editor (non-voting), Webmaster (non-voting), Convenor of the ASP Network (non-voting) and not less than 6 other elected members of which there shall be not more than one representative from each of the States and mainland Territories of the commonwealth of Australia. A state Representative may not serve more than 3 consecutive terms. The positions of President-Elect and Vice President will be filled alternately each consecutive year.

The Executive of the Society shall comprise the President, Executive Secretary and Treasurer.

The Council shall direct and regulate the general affairs of the Society. It may co-opt members and appoint subcommittees, consisting of such members as it thinks fit, to consider and report to the Council upon any matter(s) referred to them by Council, and every committee so appointed shall conform to any regulations imposed upon it by the Council. Council shall have the right to delegate temporarily to members or committees responsibility or power with which it is, or normally would be, vested.

Council shall have the right to appoint a Secretariat from outside the membership of the Society. The duties of the Secretariat would normally include sending membership renewal notices, receiving membership fees and membership applications, maintaining an accurate register of members, and conveying such correspondence as would normally be dealt with by Council to the Secretary.

In any matter concerning interpretation of the Constitution and By- Laws the decision shall rest with the Council. In such decisions a simple majority of the Council members present and voting shall be sufficient.

Except as provided in Article IV, Section 5, Para. 1, and excluding the office of President-Elect, a vacancy occurring in any office may be filled by the Council and the appointee shall hold office only for the remainder of the unexpired term of the retiring incumbent.

The Council shall meet prior to the General Business Meeting and at such other times as may be necessary. Five (5) members shall constitute a quorum.

Commented [SN7]: Replaced by clauses 17-28 of 2018 Constitution, clarifying election, resignation, termination of Council membership; Clause 1 of 2018 Constitution defines Council as the management committee of the Society, to comply with QLD's Associations Incorporation Act 1981

Commented [SN8]: Descriptions of the Editor positions is removed from the Constitution and, instead, comprises Section 4 in new document entitled, "PRINCIPLES, BY-LAWS AND GUIDELINES FOR AWARDS, GRANTS, JOURNALS, COMMITTEES AND ARCHIVES OF THE AUSTRALIAN SOCIETY FOR PARASITOLOGY INC."

Commented [SN9]: The positions of Newsletter Editor and Webmaster will no longer exist as positions on Council. The Archivist position is redescribed in Section 8 in new document entitled, "PRINCIPLES, BY-LAWS AND GUIDELINES FOR AWARDS, GRANTS, JOURNALS, COMMITTEES AND ARCHIVES OF THE AUSTRALIAN SOCIETY FOR PARASITOLOGY INC."

Commented [SN10]: Description of this position is removed from the Constitution and, instead, comprises Section 5 in new document entitled, "PRINCIPLES, BY-LAWS AND GUIDELINES FOR AWARDS, GRANTS, JOURNALS, COMMITTEES AND ARCHIVES OF THE AUSTRALIAN SOCIETY FOR PARASITOLOGY INC."

Where a member of Council, other than an office-bearer, is unable to attend a meeting of the Council, he may appoint a proxy, from the particular State or area, to act for him/her at that meeting.

Section 2 The Society shall have a President, President-Elect or Vice-President, Secretary, Executive Secretary, Treasurer and the Editor of the International Journal for Parasitology and one Editor of any other Journals that the Society may sponsor.

The President, Executive Secretary and Treasurer shall be elected for a period of two terms at every second General Business Meeting at which postal and proxy votes will be accepted. A term is defined by the period elapsing between the termination of one General Business Meeting and the termination of the next General Business Meeting.

The President-Elect shall be elected for a period of one term at the second General Business Meeting in the term of the President.

The Newsletter Editor, Archivist and Webmaster shall be elected for a period of three (3) years and then subject to re-election for further periods of three years with no limit to the number of years of continuous service.

The Editor or Editors of the International Journal for Parasitology and other Journals that the Society may sponsor and Secretary and Convenor of the ASP Network shall be appointed by Council for a period of three (3) years and then subject to re-appointment for further periods of three years with no limit to the number of years of continuous service.

All other officers of the society for the ensuing term shall be elected at a General Business Meeting at which postal and proxy votes will be accepted.

All other officers of the society for the ensuing term shall be elected at a General Business Meeting at which postal and proxy votes will be accepted.

Section 3 President: The President shall normally preside at all meetings of the Society and Council and shall, besides his/her ordinary vote, have a casting vote in case of equality of votes; be an ex officio member of all committees apart from the Bancroft-Mackerras Medal Committee; and perform all duties that properly devolve upon the chief administrative and presiding officer of the Society.

Section 4 President-Elect: The President-Elect shall assume the office of President upon completion of his/her term of office and perform such other duties as the Society, Council, or President may assign to him/her or to the office of President-Elect.

Section 5 Vice-President: The Vice-President, who shall be the immediate Past-President, shall function in lieu of the President in the event of the latter's

Commented [SN11]: The positions of Newsletter Editor and Webmaster will no longer exist as positions on Council. The Archivist position is redescribed in Section 8 in new document entitled, "PRINCIPLES, BY-LAWS AND GUIDELINES FOR AWARDS, GRANTS, JOURNALS, COMMITTEES AND ARCHIVES OF THE AUSTRALIAN SOCIETY FOR PARASITOLOGY INC."

Commented [SN12]: Descriptions of the Editor positions is removed from the Constitution and, instead, comprises Section 4 in new document entitled, "PRINCIPLES, BY-LAWS AND GUIDELINES FOR AWARDS, GRANTS, JOURNALS, COMMITTEES AND ARCHIVES OF THE AUSTRALIAN SOCIETY FOR PARASITOLOGY INC."

Commented [SN13]: Description of this position is removed from the Constitution and, instead, comprises Section 5 in new document entitled, "PRINCIPLES, BY-LAWS AND GUIDELINES FOR AWARDS, GRANTS, JOURNALS, COMMITTEES AND ARCHIVES OF THE AUSTRALIAN SOCIETY FOR PARASITOLOGY INC."

absence or inability for any reason to discharge or perform any duty or responsibility of his/ her office or that ordinarily devolves upon it. He/she shall also perform such duties as the Society, Council, or President may specifically assign to him/her or to the Office of Vice-President.

Section 6 Secretary: The Secretary shall reside in the current State or Territory in which the Society is incorporated, in compliance with the Associations Incorporation Act 1981, and shall liaise with the government Department responsible for Incorporated Associations. The Secretary must be an individual of 18 years of age or older and a member of the Society. The Secretary shall maintain a business address and office in association with the appointed Secretariat, shall keep accurate and complete records of all material received, shall communicate Society business to the current Executive Secretary, shall liaise with the Secretariat over membership queries, and perform such other duties as properly devolve upon his/her office.

Executive Secretary: The Executive Secretary shall record the minutes of all meetings of the Society and Council, prepare the agenda for these meetings, keep accurate and complete records of all officers and meetings of the Society and Council and of all business transacted by the Council and Society, and perform such other duties as properly devolve upon his/her office (Article III, Section 2, Para. 6).

Section 7 Treasurer: The Treasurer shall receive and pay into Banking Accounts of the Society all monies received by him/her as Treasurer.

The Treasurer shall issue all statements of financial obligations owing to the Society and account for all funds, properties and pay all accounts owed by the Society and authorized by the Council.

He/she shall submit a financial statement, duly audited, to the Council and to the Society which shall be completed by the 30th April each year.

He/she shall present a Statement of Accounts at such other times as Council may direct.

Section 8 Editor: The Editors shall review and edit all papers submitted for publication and shall be responsible for the standard of papers published in each of the Society's Journals.

The Editors shall, in consultation with the Council of the Society, appoint such Editorial Officers as are necessary for administering, and advising on, the Editorial Policy of each Journal.

The Editors shall formulate the policy of each Journal in consultation with the Society and following discussion with the publishers.

The Editors shall liaise with Elsevier, the publishers of the Journal, on all matters relating to each Journal.

The Editors shall open an account for each Journal account with an accredited bank and shall submit to the Treasurer by March 31 each year an audited financial statement relating to Expenses for each Journal for the previous year ending December 31.

The Editors shall keep the Society informed of any proposed changes in the format of each Journal.

The office of each Editor shall remain while the Society continues to sponsor the International Journal for Parasitology and each of the Society's other Journals.

Section 9 General Responsibilities of Officers: All official duties and responsibilities not expressly defined shall devolve upon those officers who customarily are charged with such duties and responsibilities.

No officer shall relinquish his/her office until and unless his/her duties and responsibilities are assumed by a duly elected or appointed successor.

The Council may redefine at any time the duties and responsibilities of an officer.

ARTICLE V. MEETINGS

Section 1 General Business Meeting: A General Business Meeting of the Society shall be held at intervals of not less than six or more than eighteen months; the time and place to be determined by Council.

The General Business Meeting shall be held to receive Reports from Council on the activities of the past term, to receive an audited statement of income and expenditure and a balance sheet of assets and liabilities, to appoint Council and its officers for the next term, to transact general business of which due notice has been given, and to consider the Constitution and By-Laws of the Society.

Section 2 Extraordinary General Business Meetings: The Council may at its discretion, or upon receipt of a requisition signed by at least twenty (20) financial members of the Society wherever resident and forwarded to the Honorary Secretary, convene an Extraordinary General Meeting at a time and place to be determined by Council by giving one month's written notice of intention to hold an Extraordinary General Meeting, and specifying the place, date and time of commencement of the meeting and the resolutions to be considered, and such notice shall be given in writing to each member of the Society.

Section 3 Scientific Meetings: Scientific Meetings of the Society shall be held in conjunction with the General Business Meeting and at such other times as Council may determine.

Commented [SN14]: Descriptions of the Editor positions is removed from the Constitution and, instead, comprises Section 4 in new document entitled, "PRINCIPLES, BY-LAWS AND GUIDELINES FOR AWARDS, GRANTS, JOURNALS, COMMITTEES AND ARCHIVES OF THE AUSTRALIAN SOCIETY FOR PARASITOLOGY INC." – wording for this section is essentially the same but has been corrected for grammatical simplicity.

Commented [SN15]: Replaced by Clauses 29-37 of 2018 Constitution

ARTICLE VI. FINANCES

Section 1 Dues: Annual membership dues for Ordinary and Sustaining Members shall be payable in advance on the first day of April. Upon recommendation by the Council, the amount of such dues, and any concession for prompt payment, shall be determined by a majority vote of Members and Fellows present at a duly called General Business Meeting of the Society. The concession for prompt payment shall not apply to overseas members. New members whose applications have been received by the Secretariat after the first day of January shall be deemed to be financial up until the first day of April of the following year.

Section 2 Auditing: Report of the Treasurer shall be audited either by a member of the Institute of Chartered Accountants or by a member of the Australian Society of Accountants.

Section 3 Cheques: All cheques paid out by the Society shall be signed by two of the three authorized officers, namely President, Executive Secretary and Treasurer.

Commented [SN16]: Replaced by Clauses 41-44 in 2018 Constitution

ARTICLE VII. RULES OF ORDER

Section 1 Application and Procedure. The Society, its officially constituted committees, and internal bodies of members, its officers and members shall be bound by the procedures defined in these Articles and in the By-Laws which may be added from time to time.

Section 2 Quorum: Twenty (20) members shall be a quorum of the Society.

The Society Year: The Society year shall be the calendar year, except as implied otherwise (e.g. Treasurer's Report).

Review by Society of Council Actions: No action by the Council shall abridge the right of the Society to debate any question or to review any action or decision by the Council, and any such action or decision may be changed by an affirmative vote of two-thirds of the members at a duly called business meeting or of those replying within 30 days to postal ballots issued by the Executive Secretary, provided votes are cast by a quorum of the members and provided also that Society action does not involve commitment, obligation, or payment of funds on which the Council has already acted in accordance with its duly invested authority and responsibility.

Section 3 General Rules of Order: House of Commons Rules of Order, shall govern deliberations in all cases where they are applicable and not inconsistent with these Articles or the By-Laws of the Society.

Commented [SN17]: Covered by parts of clauses 17-28 and/or QLD's Associations Incorporation Act 1981

ARTICLE VIII. AFFILIATION

The Society may affiliate with other bodies and other bodies may affiliate with the Society only on the affirmative vote of two-thirds of the members at a duly called business meeting or of those replying within 30 days to postal ballots issued by the Secretary provided votes are cast by a quorum of members.

The Society shall only affiliate with other bodies having objects similar to those of the Society, and which shall prohibit the distribution of its or their income and property amongst its or their members to an extent at least as great as that imposed upon this Society.

Commented [SN18]: Section 9 in new document entitled, "PRINCIPLES, BY-LAWS AND GUIDELINES FOR AWARDS, GRANTS, JOURNALS, COMMITTEES AND ARCHIVES OF THE AUSTRALIAN SOCIETY FOR PARASITOLOGY INC."

ARTICLES IX. AMENDMENTS

These Articles may be altered, amended, deleted or added to at any General or Extraordinary General Business Meeting by a vote of two-thirds of the members present, provided members have been given 30 days' notice of intention to amend and a copy of the proposed amendment, or by mail ballot recording an affirmative vote of two-thirds of the members responding within 30 days, with due regard to quorum.

All amendments, whether relating to addition, repeal, or alteration, and dates of their adoption shall be recorded seriatim by the Executive Secretary and filed with a copy of these Articles.

Commented [SN19]: Replaced by Clause 39 of 2018 Constitution and also specified in Clause 30 (2) (b) of 2018 Constitution

ARTICLE X. BY-LAWS

Council may propose By-Laws from time to time, the adoption of which will improve the functioning of Council and/or of the Society.

Commented [SN20]: Clause 38 in 2018 Constitution

ARTICLE XI. DISSOLUTION AND TRUSTEES

The Society shall continue until a resolution for its dissolution shall be passed by an affirmative vote of two-thirds of financial members by postal ballot at an Extraordinary General Meeting convened for that purpose, with due regard to quorum. If upon winding up or dissolution of the Society there remains after satisfaction of all its debts and liabilities any property whatsoever, the same shall not be paid to or distributed amongst the members of the Society but shall be given or transferred to some other body having objects similar to those of this Society and which prohibits the distribution of its or their income and property amongst its or their members, or to some other fund, authority or institution meeting the requirements of section 78(1)(a) of the Income Tax Assessment Act.

Commented [SN21]: Clauses 45 and 46 in 2018 Constitution

ARTICLE XII. SOCIETY AWARDS

The Society sponsors the following awards:

The Australian Society for Parasitology Student Award

A cash award(s) to be presented at the General Business Meeting to a member(s) of the Society who has been financial for at least six months prior to the General Business Meeting, who is a bona fide fulltime student(s) (or an individual(s) whose studies were completed in the interval since the last scientific meeting) for presentation of research findings in the form of a paper and/or a poster delivered at the scientific meeting of the Society and judged by Council members and other Society members to be of a high degree of excellence. The award(s) need not be given at every meeting.

The Australian Society for Parasitology Bancroft-Mackerras Medal for Excellence

A medal and certificate to be presented to a member who in the opinion of a selection committee appointed by the Council has made an outstanding contribution to the science of parasitology, particularly in work published during the last 5 years. Nominations are to be called for yearly, but the award need not be given every year. The medal will be known as "The Bancroft Mackerras Medal of the Australian Society for Parasitology". The recipient will receive reimbursement of reasonable travel costs to the meeting at which the Medal is presented and will be a guest of the Society for the duration of the Meeting.

The J.F.A. Sprent Prize of the Australian Society for Parasitology

A substantial prize in cash to be presented to a member who in the opinion of a selection committee appointed by the Council has written an outstanding thesis in Parasitology for which the PhD degree was awarded during the previous three years. Nominations are to be called every three years but the prize need not be given at every selection. The prize will be known as "The John Fredrick Adrian Sprent Prize of the Australian Society for Parasitology". It will be marked by the presentation of a cheque and certificate to the recipient together with a medal as a permanent token of achievement, and by a lecture from the recipient to the Society. The recipient will receive reimbursement of reasonable travel costs to the meeting at which the prize is presented and will be a guest of the Society for the duration of the Meeting.

Undergraduate Prize

A cash award is to be provided to institutions identified by the Council as offering a suitable course in Parasitology, for presentation to the best undergraduate student in Parasitology. Selection of individual recipients would be by the institutions according to procedures agreed by the

Commented [SN22]: Awards, Procedures and Rules for making awards, By-Laws, and Lists of Awardees do not need to be part of a constitution under QLD's Associations Incorporation Act 2018 and, therefore, can be maintained and amended as internal documents of the Society...this is a new document entitled, "PRINCIPLES, BY-LAWS AND GUIDELINES FOR AWARDS, GRANTS, JOURNALS, COMMITTEES AND ARCHIVES OF THE AUSTRALIAN SOCIETY FOR PARASITOLOGY INC."

Commented [SN23]: Section 2.5 in new document entitled, "PRINCIPLES, BY-LAWS AND GUIDELINES FOR AWARDS, GRANTS, JOURNALS, COMMITTEES AND ARCHIVES OF THE AUSTRALIAN SOCIETY FOR PARASITOLOGY INC." – wording for this section is essentially the same but has been corrected for grammatical simplicity.

Commented [SN24]: Section 2.1 in new document entitled, "PRINCIPLES, BY-LAWS AND GUIDELINES FOR AWARDS, GRANTS, JOURNALS, COMMITTEES AND ARCHIVES OF THE AUSTRALIAN SOCIETY FOR PARASITOLOGY INC." – wording for this section is essentially the same but has been corrected for grammatical simplicity

Commented [SN25]: Section 2.2 in new document entitled, "PRINCIPLES, BY-LAWS AND GUIDELINES FOR AWARDS, GRANTS, JOURNALS, COMMITTEES AND ARCHIVES OF THE AUSTRALIAN SOCIETY FOR PARASITOLOGY INC." – wording for this section is essentially the same but has been corrected for grammatical simplicity

Commented [SN26]: Section 2.6 in new document entitled, "PRINCIPLES, BY-LAWS AND GUIDELINES FOR AWARDS, GRANTS, JOURNALS, COMMITTEES AND ARCHIVES OF THE AUSTRALIAN SOCIETY FOR PARASITOLOGY INC." – wording for this section is essentially the same but has been corrected for grammatical simplicity

Council. The award may be shared and need not be made every year, at the discretion of the institution.

ARTICLE XIII. STUDENT TRAVEL GRANTS

Eligibility for Scientific Meeting Travel Grants to assist members attending scientific meetings of the Society is limited to bona fide students who are enrolled at a recognized Australian University and for an additional period of one year following completion of their studies. Eligibility for Scientific Travel Grants is further limited to individuals who have been financial members for at least three (3) months prior to the General Business Meeting. Applicants who have completed their postgraduate studies will additionally be required to present a paper at the scientific meeting for which the grant is awarded.

Commented [SN27]: Section 3.1 in new document entitled, "PRINCIPLES, BY-LAWS AND GUIDELINES FOR AWARDS, GRANTS, JOURNALS, COMMITTEES AND ARCHIVES OF THE AUSTRALIAN SOCIETY FOR PARASITOLOGY INC." – wording for this section is essentially the same but has been corrected for grammatical simplicity

ARTICLE XIV. J.D. SMYTH TRAVEL AWARD

Financial assistance is to be provided to full-time postgraduate student members of at least 6 months standing who are enrolled at a recognised Australian University for the purpose of travelling overseas to gain knowledge on techniques that may not be available in Australia, to form liaisons that may benefit their careers in the longer term and to promote the cause of parasitology in Australia. The fellowship is not provided for the primary purpose of attending a conference. The maximum value of the fellowship is to be determined annually by the Council. Recipients are to be chosen by a selection committee appointed by Council.

Commented [SN28]: Section 2.3 in new document entitled, "PRINCIPLES, BY-LAWS AND GUIDELINES FOR AWARDS, GRANTS, JOURNALS, COMMITTEES AND ARCHIVES OF THE AUSTRALIAN SOCIETY FOR PARASITOLOGY INC." – wording for this section is essentially the same but has been corrected for grammatical simplicity

ARTICLE XV. HONOURS RESEARCH SCHOLARSHIPS

A scholarship(s) consisting of a substantial cash amount is to be awarded to the best applicant(s) who intends to undertake a research Honours course or equivalent in a recognised Australian University identified by Council as offering a suitable Honours program or equivalent in Parasitology. The selection committee will be appointed by Council and will select recipients according to procedures agreed by Council. The number and value of the Honours Scholarships is to be determined annually by Council.

Commented [SN29]: Deleted – no longer supported by Council or by Strategic Planning meeting of Feb. 2018

ARTICLE XVI. INVITED LECTURESHIP TRAVEL GRANT

To complement the scientific presentations at the Scientific Meeting of the Society, overseas researchers of international reputation in a field of parasitology may be invited to attend and present their work.

The invited speaker's expertise must be common to a discipline or symposium represented at the Scientific Meeting. The visitor must be

Commented [SN30]: The need for international exposure of the Society no longer exists and international travel has become far more commonplace than at the time when these Lectureships were proposed. Hence, it is proposed that these lectureships be replaced by new Awards – the Australian Society for Parasitology Elsevier Parasitology Lectureships – in Section 2.4 in new document entitled, "PRINCIPLES, BY-LAWS AND GUIDELINES FOR AWARDS, GRANTS, JOURNALS, COMMITTEES AND ARCHIVES OF THE AUSTRALIAN SOCIETY FOR PARASITOLOGY INC."

nominated by a member of the Society. The Society will provide a travel grant, to be known as the ASP INVITED LECTURESHIP TRAVEL GRANT to assist financially in the invited speaker's attendance at the meeting. Registration at the Scientific Meeting will also be included. The total value of the lectureship will be determined by Council but it is expected that the recipient, or his/her Australian sponsor, will also seek to provide additional or alternative financial support.

ARTICLE XVII. INCOME AND PROPERTY

The income and property of the Society whencesoever derived shall be applied solely towards the promotion of the objects of the Society as set out herein and no portion thereof shall be paid or transferred directly or indirectly by way of dividend, bonus or otherwise howsoever by way of profit to or amongst the members of the Society. Provided that nothing herein contained shall prevent the payment in good faith of interest to any such member in respect of moneys advanced by him/her to the Society or otherwise owing by the Society to him/ her or of remuneration to any officers or servants of the Society, or to any member of the Society or other person in return for any services actually rendered to the Society. Provided further that nothing herein contained shall be construed so as to prevent the awarding of a prize or prizes to a member or members of the Society in recognition of his/her or their exceptional achievement in the field of parasitology.

Commented [SN31]: Covered by QLD's Association Incorporations Act and, therefore, redundant in Constitution

ARTICLE XVIII. OFFICER INDEMNITY

If it is lawful to do so, any officer shall be entitled to be indemnified out of the assets of the Society against all losses and other liabilities incurred by such officer in the execution or attempted execution or as a consequence of the failure to exercise any of the authorities, powers, duties and discretions or otherwise by virtue of being an officer of this Society provided however that:

(i) An officer shall not be entitled to be indemnified for any such loss or liability directly attributable to:

- (a) the personal dishonesty of the officer; or
- (b) the wilful commission by the officer or an act known by such officer to be a breach of his obligation hereunder.

(ii) No officer shall be bound by or under any obligation whatsoever to take any proceedings against any other officer of the Society for any alleged breach of duty committed by any such other officer.

(iii) In this Rule "officer" shall mean any member of the Council, any member of any approved and lawfully constituted Sub-Committee of the Society or any members of the Society acting under the direction and with

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the approval of the Council and any other person employed by the Board to assist the Society to carry out its duties.

Commented [SN32]: Covered by QLD's Association Incorporations Act and, therefore, redundant in Constitution

ARTICLE XIX. APPROVED METHODS OF COMMUNICATION

(i) In the event that it is deemed desirable by the President to do so nothing in these Articles shall prevent a meeting of the Council, the Executive or a General Meeting of the Society being held by means of a combination of methods of communication as may be approved by the President for the purposes of such meeting.

(ii) For the purposes of this Article a member of the Society who participates in a meeting held as authorised by Article XIX(i) is deemed to be present even if he or she is not physically present at the same place as another person participating in the same meeting.

Commented [SN33]: Covered by QLD's Association Incorporations Act and, therefore, redundant in Constitution

THE AUSTRALIAN SOCIETY FOR PARASITOLOGY INC.

BY-LAWS

PROCEDURES FOR NOMINATION AND SELECTION OF RECIPIENTS OF THE BANCROFT-MACKERRAS MEDAL

As adopted and amended by Council 26 May 1982, 27 August 1984, 27 August 1985, 8 August 1990 and 28 March 2003.

1. Constitution of the Australian Society for Parasitology Inc. - Article XII, paragraph 2. "The Australian Society for Parasitology Medal for Excellence"

A medal and certificate to be presented to a member who in the opinion of a selection committee appointed by Council has made an outstanding contribution to the science of parasitology, particularly in work published during the last five years. Nominations are to be called for yearly, but the award need not be given every year. The medal will be known as "The Bancroft-Mackerras Medal of the Australian Society for Parasitology". The recipient will receive reimbursement of reasonable travel costs to the meeting at which the medal is presented and will be a guest of the Society for the duration of the meeting.

2. Council shall appoint a Committee of five from its Fellowship and this shall be called "The Bancroft-Mackerras Medal Committee". (Council responsibility stops here. It must be prepared to have faith in the Committee that it appoints, the members of which it has previously elected to Fellowship. Council may only endorse the Committee's recommendation).
3. Each member of the Awards Committee shall serve for five years. Council should appoint one new member to replace one retiring member each year. Retiring members will not be eligible for reappointment until a year has elapsed. This system will ensure both continuity and regular change in membership of the Awards Committee.
4. Serving members of the Committee shall be automatically barred from being nominated themselves or from proposing or seconding someone else. Members of Council or other office bearers shall not be so barred. The Awards Committee shall be able to bring to the notice of the Executive Secretary the name of any candidate it considers worthy of nomination so that the Executive Secretary can encourage such nomination to be made.
5. Council appoints a Convenor from among the five members of the Committee. Duties of the Convenor shall include that of convening committees for other Society awards, but he/she should not necessarily serve on these committees. The Convenor is ex officio, a member of Council. (When matters pertaining to the Bancroft-Mackerras Medal are to be considered, the Convenor may not divulge the names of nominees for the Medal, but may discuss procedures. The Executive Secretary will receive the nominations in the first instance and these will be confidential to him/her also).
6. Nominations shall be made by a proposer and a seconder, they consist of the following documents: (i) a detailed statement of nomination describing the nature of the "outstanding contribution to the science of parasitology" for which he/she has been responsible. The statement should make explicit reference to particular aspects of the

Commented [SN34]: Awards, Procedures and Rules for making awards, By-Laws, and Lists of Awardees do not need to be part of a constitution under QLD's Associations Incorporation Act 2018 and, therefore, can be maintained and amended as internal documents of the Society...this is a new document entitled, "PRINCIPLES, BY-LAWS AND GUIDELINES FOR AWARDS, GRANTS, JOURNALS, COMMITTEES AND ARCHIVES OF THE AUSTRALIAN SOCIETY FOR PARASITOLOGY INC."

Commented [SN35]: Section 2.1 in new document entitled, "PRINCIPLES, BY-LAWS AND GUIDELINES FOR AWARDS, GRANTS, JOURNALS, COMMITTEES AND ARCHIVES OF THE AUSTRALIAN SOCIETY FOR PARASITOLOGY INC." – wording for this section is essentially the same but has been corrected for grammatical simplicity

research achievements of the nominee. This statement should be signed jointly by proposer and seconder, or each may submit a separate statement; (ii) a curriculum vitae including a list of all publications.

The permission of the nominee is not required and the nominee need not be made aware of his/her nomination.

Nominations should be received by the Executive Secretary, Australian Society for Parasitology, by 30 September each year and forwarded to the Convenor of the Awards Committee.

The Convenor shall ensure that all members of the Committee receive copies of nominations.

7. The Convenor shall consult all members of the Committee, either in person, by calling a meeting, or by telephone, about their selections for the Medal. Through the Convenor, the Committee may request additional information on any candidate from the nominator or seconder, and may seek the opinion of referees of its own choosing. Any such additional information should be supplied to all members of the Committee. Each member independently ranks the nominations, after eliminating any considered of insufficient calibre, and forwards his/her ranking with reasons to the Convenor. The Convenor then circulates the individual rankings and reasons to all members of the Committee. A period should be allowed for members to consult with each other and, if desired, reconsider final ranking to the Convenor, the nominee with the highest combined rank (lowest total score) will become the Committee's recommendation.
8. The Convenor brings to Council the results of the deliberations of the Bancroft-Mackerras Medal Committee for the purpose of formal ratification in the form either of:
 - (a) "The Awards Committee for the selection of the 20_ Bancroft-Mackerras Medallist agrees that (name) is a worthy recipient of the Medal and recommends to Council that the Medal be awarded."
 - (b) "It is the recommendation of the Awards Committee for the selection of the 20_ Bancroft-Mackerras Medallist that the Medal not be awarded."
9. Three months in advance of the General Business Meeting of the Society the President shall advise the recipient, in confidence, of their Award, invite the Medallist to attend the General Business Meeting of the Society so the Medal may be presented in person and request that the recipient present a 30 minute oration on a subject of their choice but which is appropriate to the occasion.
10. The name of the recipient shall remain confidential to the Committee and President until the Convenor brings to Council the results of the deliberations of the Committee, preferably at the Council Meeting preceding the General Business Meeting.
11. The Executive Secretary shall return all nomination documents for unsuccessful nominees to the nominators at least one month before the General Business Meeting. All correspondence other than that dealing with the recipient of the Medal, the recipient's nominators and the Committee Convenor shall be destroyed.
12. Nominations stand only for the year in which they are made, but without prejudice to renomination of unsuccessful candidates in subsequent years.

PROCEDURES FOR NOMINATION AND SELECTION OF RECIPIENTS OF THE JOHN FREDERICK ADRIAN SPRENT PRIZE

As adopted by Council 27 August 1985, 8 August 1990 and 28 September 1993.

1. Constitution of the Australian Society for Parasitology Inc. - Article XII, paragraph 3
"A substantial prize in cash to be presented to a member who in the opinion of a selection committee appointed by the Council has written an outstanding thesis in Parasitology for which the PhD degree was awarded during the previous three years. Nominations are to be called every three years, but the prize need not be given at every selection. The prize will be known as "The John Frederick Adrian Sprent Prize, of the Australian Society for Parasitology". It will be marked by the presentation of a cheque and certificate to the recipient together with a medal as a permanent token of achievement, and by a lecture from the recipient to the Society."
2. No age restriction on recipients but the Award shall be made only to a PhD graduate in Parasitology of the previous three years who has been a member of the Society for at least eighteen months prior to the General Business Meeting.
3. A Prize Committee will be appointed by Council, consisting of four senior members of the Society, who are deemed by Council to have appropriate experience to serve on the selection Committee. In addition, Council will appoint two or more reserve members to the Prize Committee in case there are any conflicts of interest. The President of the Society will act as the Convenor of this Committee, but will not influence the deliberations or recommendations of the Committee except where there is a tie in the voting.

The convenor will rule on situations in which a conflict of interest arises and may replace Committee members with appointments from the reserve list. Each member of the Prize Committee cannot serve consecutively for more than two selections. Two members will retire after each selection and be replaced by two new members. This system will ensure both continuity and turnover of the membership of the Prize Committee.
4. The main function of the Prize Committee is to assess the nominations for the Prize received for each selection and to recommend the name of the recipient (if any) to Council. The entire deliberations of the Committee will remain strictly confidential to the members of the Committee and Convenor at that time. Council has the power only to endorse the Committee's final recommendation.
5. Serving members of the Committee cannot be nominated for the Prize, nor can they nominate or second anybody else for the Prize. Members of Council or other office bearers would not be so barred.
The Prize Committee should, however, bring to the notice of Council the name of any candidate it considers worthy of nomination so that Council, if it agrees, can arrange for such nomination to be made.
6. Nominations should be made by a proposer and a seconder who are members of the Australian Society for Parasitology and the following documents should accompany the nomination:
 - (i) Two copies of nominee's thesis;

Commented [SN36]: Section 2.2 in new document entitled, "PRINCIPLES, BY-LAWS AND GUIDELINES FOR AWARDS, GRANTS, JOURNALS, COMMITTEES AND ARCHIVES OF THE AUSTRALIAN SOCIETY FOR PARASITOLOGY INC." – wording for this section is essentially the same but has been corrected for grammatical simplicity

- (ii) a detailed statement describing the merits of the candidate's postgraduate research as embodied in the PhD thesis. This statement should be signed jointly by proposer and seconder, or each may submit a separate statement;
 - (iii) a detailed curriculum vitae;
 - (iv) copies of any publications post-dating the PhD submission date.
The permission of the nominee is not required and the nominee need not be made aware of his/her nomination.
7. The call for nominations will be advertised to all members of the Society in the May-August Newsletter of the Society in the calendar year preceding award of the Prize. Nominations will be received by the Executive Secretary, Australian Society for Parasitology, only until 30 September in the calendar year of advertisement, and forwarded to the Convenor of the Prize Committee who will provide copies to each member. The Committee, through the Convenor, may request additional information on any candidate from the proposer or seconder and may seek the opinion of referees of its own choosing. This additional material will be supplied to all members of the Committee.

Each member independently assesses the nominations, after eliminating any candidate of insufficient calibre, and forwards their recommendation of a recipient with reasons to the Convenor. The Convenor then circulates the individual assessments and reasons to all members of the Committee. Members should then consult with each other and, after reconsidering their recommendation, submit their final choice to the Convenor. The nominee with the highest number of votes will accordingly become the Committee's recommendation.

In the event of a tie, the final choice should be made by a simple majority vote of the Committee, including that of the Convenor, amongst the tied nominees.

8. The name of the recipient shall remain confidential to the Committee and Council until the Prize is presented at the General Business Meeting of the Society. All nomination documents for unsuccessful nominees should be returned to the nominator(s) and all correspondence, other than the letter advising the recipient of their selection shall be destroyed.

THE MEDAL FOR THE JOHN FREDERICK ADRIAN SPRENT PRIZE

A substantial bronze plaque with the image of Professor JFA Sprent on the face garlanded by the words "The John Frederick Adrian Sprent Prize" and the words "Australian Society for Parasitology". A space should be left for engraving the name of the recipient and the year of award beneath the portrait.

THE JFA SPRENT PRIZE BANK ACCOUNT

An interest-bearing account in the name of the Society and operated by the Treasurer into which money donated by the membership can be received and invested to accrue the best interest. Donations may be sought from time to time by the Treasurer of the Australian Society for Parasitology to maintain sufficient capital to allow a substantial gift to be awarded.

The Fund to be started with \$10,000 from the Australian Society for Parasitology.

The first prize of \$2,000 to be awarded in 1987 or at such earlier time that the interest from the Fund will allow.

PROCEDURES FOR NOMINATION AND SELECTION OF RECIPIENTS OF THE INVITED LECTURESHIP TRAVEL GRANT

As adopted by Council 24-25 May 1993, September 1995 and 15 April 1997.

CONCEPT

To complement the scientific presentations at the Scientific Meeting of the Society, overseas researchers of international reputation in a field of parasitology may be invited to attend and present their work.

The invited speaker's expertise must be common to a discipline or symposium conducted at the Scientific Meeting. The visitor must be nominated by a member of the Society. The Society will provide a travel grant, to be known as the ASP INVITED LECTURESHIP TRAVEL GRANT to assist in the finance of this trip. The support will be based on an economy class direct return airfare from the recipient's home city to Australia, the necessary interstate travel and reasonable living expenses based on actual costs. Registration at the Scientific Meeting will also be included. The total value of the lectureship will be determined by Council but it is expected that the recipient, or his/her Australian sponsor, will also seek to provide additional or alternative financial support.

GENERAL

- 1.1 The Society will offer a TRAVEL GRANT to an overseas visitor who is invited to Australia for a programme of professional meetings and to participate in workshops or seminars at the Scientific Meeting.
- 1.2 Initially, a maximum of A\$5,000 per visitor will be allocated, subject to annual review, and the value and number of TRAVEL GRANTS awarded will be determined by Council.
- 1.3 Although the visitor is invited to Australia to participate in the Scientific Meeting, this in itself is not sufficient for funding. The visitor must undertake a programme of lectures/seminars normally lasting at least two weeks and include visits to at least two States.
- 1.4 The initiative for an award must come from a member of the Society who is prepared to co-ordinate the programme for the visiting specialist.
- 1.5 The visitor may be in any academic or professional field which is associated with the discipline of parasitology.
- 1.6 Grants are not generally awarded for study or research, but the final decision is made by the reviewing committee on a case by case basis.
- 1.7 Grants are not awarded for attendance at meetings of a predominantly political, commercial or journalistic character.

Commented [SN37]: The need for international exposure of the Society no longer exists and international travel has become far more commonplace than at the time when these Lectureships were proposed. Hence, it is proposed that these lectureships be replaced by new Awards – the Australian Society for Parasitology Elsevier Parasitology Lectureships – in Section 2.4 in new document entitled, “PRINCIPLES, BY-LAWS AND GUIDELINES FOR AWARDS, GRANTS, JOURNALS, COMMITTEES AND ARCHIVES OF THE AUSTRALIAN SOCIETY FOR PARASITOLOGY INC.”

CONDITIONS

- 2.1 The number of grants awarded for each approved occasion is decided by Council. Council cannot make recurrent commitments to cover repeated visits.
- 2.2 The nominator should show evidence that attempts have been made to obtain funding for the travel than external sources.
- 2.3 The grant may supplement another contribution from other sources.
- 2.4 Applications should be lodged by the nominators by a time to be fixed annually by Council.
- 2.5 Approval of the visit will be made by the ASP INVITED LECTURESHIP TRAVEL GRANT subcommittee then ratified by Council at the April/May Council Administration meeting.
- 2.6 The TRAVEL GRANT subcommittee will consist of the current President, Conference Co-ordinator (or their nominees) and one member of the Society appointed by Council.
- 2.7 If the application is successful the President will inform the visitor and the host organisation. If the application is not successful only the Australian host will be informed.
- 2.8 The airfare will be paid in Australian currency before the visitor's departure and is refundable if he/she does not travel.
- 2.9 Accommodation and living expenses are based on actual costs and will be reimbursed on presentation of appropriate receipts.
- 2.10 As a condition of the award the visitor is required to write a report to Council within two months of returning to his/her home country. In the event the conference proceedings are published in the "International Journal for Parasitology", the grant will be payable only after the receipt of an acceptable manuscript.
- 2.11 The assistance of the Society must be acknowledged in any promotional material or publicity associated with the visit.
- 2.12 Once reached, the decision of Council is final.

APPLICATION

Application for the ASP INVITED LECTURESHIP TRAVEL GRANT must include the following details:

- 3.1 Details of visiting Specialist

An up-to-date curriculum vitae must be attached with the application. The following details should be supplied if they are not already included in the CV:

- * date and place of birth
- * present nationality, and, where applicable, former nationality
- * present position held
- * full address of employing institution, including fax number
- * detailed evidence of expertise in the relevant discipline (list of publications etc)

3.2 Details of Australian Nominator

Details required include:

- * name of person organising the visit, including full address, fax number and Email (where applicable).
- * details of all other applications which have been made for financial assistance towards travel/accommodation costs. Total value of other contributions must be included.

3.3 Details of programme

The programme should normally last a minimum of two working weeks and cover at least two States. (For this purpose the ACT and NT are considered as separate States). Programme details should include:

- * date of visit
- * the programme being arranged, including institutions to be visited (plus dates) and the purpose of each visit, ie., for research discussions, lectures, seminars, workshops etc.
- * aims, rationale and likely benefits of the visit
- * the contribution to be made at the Society's Scientific Meeting.

Applications plus supporting documentation should be sent to the current President by the nominators by a time to be fixed annually by Council.

ASP MEETINGS AND EXECUTIVE OFFICE BEARERS

MONTH	YEAR	CITY	PRESIDENT	SECRETARY	TREASURER
Jan	1964	Canberra	JFA Sprent	RF Riek	HMD Hoyte
Feb	1965	Sydney	JFA Sprent	RF Riek	HMD Hoyte
Aug	1965	Sydney	JFA Sprent	RF Riek	HMD Hoyte
May	1966	Canberra	WP Rogers	RI Sommerville	AF Bird
Jan	1967	Melbourne	WP Rogers	RI Sommerville	AF Bird
Aug	1967	Brisbane	WP Rogers	RI Sommerville	AF Bird
Aug	1968	Canberra	JD Smyth	JA Clegg	MJ Howell
Feb	1969	Sydney	HMcL Gordon	AD Donald	MJ Howell
Aug	1969	Adelaide	HMcL Gordon	AD Donald	MJ Howell
Jan	1970	Armidale	RF Rick	RW Butler	AD Donald
May	1971	Brisbane	RF Rick	RW Butler	AD Donald
Feb	1972	Melbourne	HR Wallace	JM Fisher	AF Bird
Aug	1972	Camden	HR Wallace	JM Fisher	AF Bird
Aug	1973	Adelaide	RI Sommerville	L Bennett	GE Ford
May	1974	Brisbane	JH Arundel	MD Rickard	RP Herd
Jan	1975	Canberra	JH Arundel	MD Rickard	RP Herd
May	1976	Melbourne	WH Southcott	IA Barger	LF LeJambre
Feb	1977	Brisbane	KC Bremner	IG Wright	R Winks
Jul	1977	Sydney	KC Bremner	IG Wright	R Winks
May	1978	Canberra	WL Nicholas	C Bryant	MJ Howell
May	1979	Leura	JC Boray	PD Crowfoot	N Campbell
May	1980	Adelaide	JD Dunsmore	PD Crowfoot	RCA Thompson
May	1981	Perth	AD Donald	PJ Waller	RCA Thompson
May	1982	Marysville	MD Rickard	RE James	RCA Thompson
May	1983	Canberra	C Bryant	CA Behm	RCA Thompson
Aug	1984	Christchurch	C Dobson	LAY Johnston	RCA Thompson
Aug	1985	Sydney	MJ Howell	DM Spratt	R Windon
Aug	1986	Brisbane	DF Mahoney	G Leatch	R Dalgleish
Sep	1987	Armidale	LF LeJambre	IA Barger	DB Adams
Sep	1988	Sydney	JK Dineen	BM Wagland	DR Hennessy
Sep	1989	Townsville	DB Copeman	GW Hutchinson	D Blair
Sep	1990	Perth	RCA Thompson	RP Hobbs	AJ Lymbery
Oct	1991	Lorne	I Beveridge	M Lightowlers	RB Gasser
Oct	1992	Auckland	CA Behm	EM Bennett	G Singleton
Sep	1993	Heron Island	CA Behm	EM Bennett	G Singleton
Sep	1994	Nelson Bay	PFL Boreham	PJ Brindley	SC Barker
Sep	1995	Adelaide	DR Hennessy	SA Tremain	DL Emery

2014 CONSTITUTION & CHANGE NOTES

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MONTH	YEAR	CITY	PRESIDENT	SECRETARY	TREASURER
Sep	1996	Bali	MW Lightowlers	NB Chilton	R Gasser
Jul	1997	Canberra	L Warner	PJ O'Donoghue	R Lord
Sep	1998	Melbourne	RH Andrews	P Monis	MG O'Callaghan
Sep	1999	Rockhampton	N Sangster	J Ellis	A Kotze
Sep	2000	Wellington	M Sandeman	M Foley	V Bowles
Jul	2001	Cairns	RCA Thompson	M Macnish	S Reid
Sep	2002	Hobart	RCA Thompson	M Macnish	S Reid
Jul	2003	Darwin	TH Cribb	RD Adlard	C Hayward
Sep	2004	Fremantle	DJ Jenkins	WR Cooper	S Middleton
Oct	2005	Christchurch	S Reid	R O'Handley	R Dobson
Jul	2006	Gold Coast	D Piedrafita	J Zawadski	V Bowles
Jul	2007	Canberra	M Jones	D Smyth	D Stenzel
Jul	2008	Adelaide	S Walton	L Small	D Holt
Jul	2009	Sydney	P Holdsworth	H Koch	I Mortimer
Aug	2010	Melbourne	T Spithill	DJ Jenkins	N Sangster
Jul	2011	Cairns	T Spithill	DJ Jenkins	N Sangster
Jul	2012	Launceston	DL Doolan	RD Adlard	K Andrews
Aug	2013	Perth	DL Doolan	RD Adlard	K Andrews
July	2014	Canberra	R Gasser	D Piedrafita	A Jex
July	2015	Auckland	R Gasser	D Piedrafita	A Jex
Sept	2016	Brisbane	D Emery	C Stack	P Rolfe
June	2017	Leura	D Emery	C Stack	P Rolfe

Bancroft– Mackerras Medal Winners

1982	RW Sutherst
1983	MD Rickard
1984	GF Mitchell
1985	no award
1986	no award
1987	I Beveridge
1988	no award
1989	AM Johnson
1990	IG Wright
1991	RCA Thompson
1992	no award
1993	no award
1994	no award
1995	no award
1996	DR Hennessy
1997	no award
1998	MW Lightowlers
1999	RH Andrews
2000	RB Gasser
2001	no award
2002	no award
2003	no award
2004	no award
2005	no award
2006	A Loukas
2007	T Cribb
2008	K Kirk
2009	B Crabb
2010	L Tilley
2011	no award
2012	M McConville
2013	No award
2014	U Ryan
2015	no award
2016	D Doolan
2017	no award

JFA Sprent Prize Winners

1987	DR Hennessy
1990	SC Barker
1993	NB Chilton
1997	J Bowles
1999	J Waterkeyn

2014 CONSTITUTION & CHANGE NOTES

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2002	SL Cameron
2005	R Traub
2008	M Ellis
2011	C Spry
2014	R Wong
2017	J Burel

Fellows of the Australian Society for Parasitology

1	R Adlard
2	JH Arundel
3	CA Behm
4	I Beveridge
5	D Blair
6	JC Boray
7	C Bryant
8	LL Callow
9	LRG Cannon
10	A Cowman
11	M Cremin
12	T Cribb
13	AD Donald
14	RB Gasser
15	E Handman
16	R Hobbs
17	MJ Howell
18	AM Johnson
19	LJ Jones
20	MK Jones
21	LF LeJambre
22	M Lightowlers
23	DF Mahoney
24	MA Meuleman
25	G McFadden
26	GF Mitchell
27	P O'Donoghue
28	R Prichard
29	MD Rickard
30	K Rohde
31	J Rothwell
32	N Sangster
33	N Smith
34	RI Sommerville
35	DM Spratt
36	RCA Thompson
37	J Upcroft
38	P Upcroft
39	L Warner

DECEASED FELLOWS

Commented [SN38]: Deleted - Lists of Awardees do not need to be part of a constitution under QLD's Associations Incorporation Act 2018 and, therefore, can be maintained and amended as internal records of the Society

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