



Australian Academy of Science
Documents of Governance

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SUPPLEMENTAL ROYAL CHARTER

Elizabeth the Second, by the Grace of God Queen of Australia and Her Other Realms and Territories, Head of the Commonwealth, GREETING:

Whereas Your Majesty Queen Elizabeth the Second on 16 February 1954 by Royal Charter (here called 'the Original Charter') constituted a Body Corporate and Politic by the name of the 'Australian Academy of Science' (here called 'the Academy') with perpetual succession and a Common Seal:

And Whereas on 8 December 1987 *We* have assigned to Our Governor-General of the Commonwealth of Australia all our powers and functions in respect of the issuing of Letters Patent:

- a. granting a Supplemental Charter to anyone in the Commonwealth of Australia to whom a Charter of incorporation has been granted by *Us* or Our predecessors; or
- b. revoking, amending, or adding to, any Charter of incorporation or Supplemental Charter granted to anyone in the Commonwealth of Australia by *Us* or Our predecessors,

and have authorised the Governor-General to exercise any of those powers and functions in Our name and on Our behalf:

And Whereas the Academy has made representation to *Us* as follows:

That since the grant of the Original Charter the Academy has pursued the aims and objects of the Charter and has sought to promote, declare and disseminate scientific knowledge, establish and maintain standards of scientific endeavour and achievement in the natural sciences in Australia, and has recognised outstanding contributions to the advancement of science.

That it has done so by establishing and maintaining associations and relations between Australian scientists and the International Scientific Unions and other international groups, meetings and unions of scientists, and between Australian scientific activities and the activities of scientists in other countries, by administering or helping to administer funds for purposes of scientific research or projects of a scientific character, by arranging or joining in arranging meetings of scientists inside or outside Australia, holding symposia, and arranging for visits of scientists from other countries to Australia, by correlating and assisting in correlating the efforts of other scientific bodies, by suggesting ways in which scientific projects in Australia may be instituted, carried out or revised, by publishing or assisting in the publication of scientific knowledge, and by providing guidance to sources of scientific information.

That it is the belief of the Academy that certain amendments to its Original Charter would make its laws consistent with Australian law and would also assist in the better administration of its affairs.

And Whereas the Academy has by that representation requested *Us* to grant a Supplemental Charter for the above-mentioned purposes.

Now Therefore We do, by these Our Letters Patent issued in Our name by Our Governor-General of the Commonwealth of Australia, grant and declare as follows:

1. All of the provisions of the Original Charter, apart from clause 1 of the Original Charter, are hereby revoked, and the provisions of this Supplemental Royal Charter replace those provisions. Accordingly, the Academy shall continue to be a Body Corporate and Politic by the name of the 'Australian Academy of Science' and by the same name shall and may sue and be sued in all Courts and in all manner of actions and suits and shall have power to do all other matters and things incidental or appertaining to a body corporate, including power to take and hold personal property and power to purchase, take on lease and hold lands tenements or hereditaments, or any interest in any lands tenements or hereditaments whatsoever, within Our Commonwealth of Australia for the purposes of the Academy and power to sell, let on lease, alienate or otherwise dispose of the same or any part thereof. Nothing in this revocation shall affect the validity or legality of the Bye-Laws or of any act, deed or thing done or executed under or pursuant to the provisions of the Original Charter.
2. The income and property of the Academy, whencesoever derived, shall be applied solely towards the promotion of the objects of the Academy 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 the persons who at any time are or have been members of the Academy or to any of them or to any person claiming through any of them: provided that nothing herein contained shall prevent the payment in good faith of remuneration to any officers or servants of the Academy or to any member thereof or other person in return for services actually rendered to the Academy or for goods supplied in the ordinary way of business nor prevent the payment of interest on money borrowed or the payment of rent for premises let to the Academy.
3. The objects and purposes of the Academy shall be:
 1. To promote, declare and disseminate scientific knowledge, to establish and maintain standards of scientific endeavour and achievement in the natural sciences in Australia; and to recognise outstanding contributions to the advancement of science.
 2. To establish and maintain associations and relations between Australian scientists and the International Scientific Unions and other international groups, meetings and unions of scientists; and between Australian scientific activities and the activities of scientists in other countries.
 3. To administer or help in administering funds for purposes of scientific research or projects of a scientific character.
 4. To arrange or join in arranging meetings of scientists inside or outside Australia, to hold symposia, and to arrange for visits of scientists to other countries to Australia.
 5. To correlate and assist in correlating the efforts of other scientific bodies.
 6. To suggest ways in which scientific projects in Australia may be instituted, carried out, or revised.
 7. To publish or assist in the publication of scientific knowledge.
 8. To provide guidance to sources of scientific information.
 9. To do all such other lawful things as the Academy may think incidental or conducive to the attainment of its objects or any of them.
4. Subject to the Bye-Laws of the Academy the members thereof (except Corresponding Members) shall be designated Fellows. Unless and until such Bye-Laws otherwise provide:
 - a. there shall be two classes of members, namely Fellows and Corresponding Members;
 - b. Fellows shall be Australian citizens or permanent residents of Australia; and
 - c. Corresponding Members shall be persons, not normally resident in Australia, who are eminent in some branch of natural knowledge.
5. Subject to the Bye-Laws, Fellows may be elected annually.

6. Subject to these Presents the qualifications and conditions of election of Fellows, the method of election, the privileges and obligations of Fellows including liability to expulsion or suspension, and the conditions of termination of membership, shall be such as the Bye-Laws of the Academy from time to time prescribe.
7. The affairs of the Academy shall be managed by a body to be called 'the Council' which shall be the governing body of the Academy.
8. Unless and until the Bye-Laws of the Academy otherwise provide the Council shall consist of the President, the Treasurer, the Secretary (Physical Sciences), the Secretary (Biological Sciences), the Secretary (Science Policy), the Secretary (Education and Public Awareness), the Foreign Secretary and ten other members, all elected from the body of Fellows by the Fellows in general meeting. Members of the Council shall not be paid or receive any remuneration or fees for acting as such and no member of the Council shall be appointed to any salaried office of the Academy or any office of the Academy paid by fees.
9. The Council shall have the sole control, management and superintendence of the property, income, affairs and concerns of the Academy and may appoint such secretaries and officers as it deems necessary; and, if not contrary to or inconsistent with the provisions of this Our Charter or any Bye-Laws made hereunder or the laws and statutes of Our Commonwealth of Australia or any State or Territory thereof, may do all such acts as may appear to it to be necessary or desirable for the purpose of carrying into effect the objects of the Academy and in particular and without prejudice to the foregoing powers the Council shall have the following powers:
 - a. to accept any gift of property whether subject to any special trust or not for any of the objects of the Academy;
 - b. to invest any moneys of or belonging to the Academy in such manner as may from time to time be prescribed by the Bye-Laws of the Academy;
 - c. to borrow, raise or secure the payment or repayment of moneys in such manner as it may think fit;
 - d. to construct, maintain or alter any buildings or works necessary or convenient for the purposes of the Academy;
 - e. to sell, lease, mortgage, dispose of or otherwise deal with all or any part of the property of the Academy.
10. The Council may so far as it deems expedient delegate any of its powers (except this power of delegation) to committees including the Regional Advisory Committees for the time being of the Academy and any other committees established as hereinafter provided.
11. To enable the objects of the Academy to be carried out more effectually –
 - a. The Council may establish Regional Advisory Committees. Subject to the Bye-laws of the Academy, every Regional Advisory Committee shall be composed of Fellows normally resident within the region for which the Advisory Committee is established and such other persons as, by reason of their contributions to the advancement of science, are considered by the Council to be competent to act on the Advisory Committee;
 - b. the Council may also establish from time to time such other committees as it thinks expedient;
 - c. each Regional Advisory Committee (and each other committee) shall elect one of its number to be its Chairman;
 - d. unless and until otherwise provided by the Bye-laws of the Academy the Council shall appoint the members of the Regional Advisory Committees and other committees and may determine the terms for which the members thereof are respectively to hold office and make such rules for the conduct of their proceedings and otherwise regulate their activities as it thinks fit.

12. Unless and until the Bye-laws of the Academy otherwise provide, a general meeting, to be called the Annual General Meeting, shall be held at Canberra in the Australian Capital Territory in the second quarter in each year.

Other general meetings of the Fellows of the Academy, to be called Special General Meetings, may be convened by the Council at any time, and shall be convened by the Council on the requisition of such number of Fellows as the Bye-laws of the Academy from time to time prescribe.

Subject to the Bye-laws the Council may determine any question as to the notice to be given of or to any matter of procedure at any general meeting of the Fellows.

The Council may submit any question to the vote of the Fellows of the Academy by means of a ballot to be conducted in such manner as the Council (subject to the Bye-laws) may decide, and the decision upon such a vote shall have the same force and effect as a resolution of the Fellows in general meeting.

13. A majority of not less than three-fourths of the Fellows present in person or by proxy and voting at a general meeting of the Fellows of the Academy specially called for the purpose of which due notice has been given or the like majority of the Fellows voting by means of a ballot as hereinafter provided shall have power from time to time to make such Bye-laws as shall seem requisite and convenient for the regulation, government and advance of the Academy its members and property and for the furtherance of its objects and purposes and from time to time to revoke or amend any Bye-laws or Bye-laws previously made but so that the same be not repugnant to these Presents or to the laws and statutes of Our Commonwealth of Australia or any State or Territory thereof; provided that no such Bye-law, revocation or amendment shall take effect until approved by Our Governor-General of Our Commonwealth of Australia. The Academy shall cause all such Bye-laws when allowed with the formal allowance to be printed and published in the official Gazette published by Our Government of Our Commonwealth of Australia.

14. Unless and until rescinded, varied or added to in accordance with the preceding Articles, the Bye-laws appended to this Our Supplemental Charter shall constitute the Bye-laws of the Academy.

AND LASTLY WE do grant and declare for US, Our Heirs and Our Successors that this Our Supplemental Charter shall be in all things valid and effectual in law according to its true intent and meaning and shall be taken, construed and adjudged in the most favourable and beneficial sense for the best advantage of the Academy as well in Our Courts of Record as elsewhere by all judges, justices, officers, ministers and other subjects of US, Our Heirs, and Our Successors any non-recital, mis-recital or other omission defect or thing to the contrary notwithstanding

Witness under my hand and the }
Great Seal of Australia on }
(18th September 2003) }

(THE GREAT SEAL OF AUSTRALIA)

Michael Jeffery
Governor-General

THE CHARTER

PRESENTED BY

HER MAJESTY QUEEN ELIZABETH THE SECOND

IN PERSON, AT CANBERRA, ON THE SIXTEENTH DAY OF FEBRUARY, 1954

Elizabeth the Second by the Grace of God of the United Kingdom, Australia and Our Other Realms and Territories Queen, Head of the Commonwealth, Defender of the Faith:—

TO ALL TO WHOM THESE PRESENTS SHALL COME, GREETING!

Whereas the persons hereinafter mentioned, all of whom are engaged in Australia in the study, teaching and practice of the natural sciences and each of whom holds a position of distinction in some field of scientific endeavour, being desirous of forming an Australian Academy of Science, have petitioned us for a Charter of Incorporation:

And Whereas We are minded to comply with the prayer of such Petition:

Now Therefore We, by virtue of Our Royal Prerogative in that behalf and of all other powers enabling us so to do, of Our Special Grace, certain knowledge and mere motion have willed, granted, directed, appointed and declared and do hereby for Us, Our Heirs and Successors will, grant, direct, appoint and declare as follows:

1. The Petitioners hereinbefore referred to, namely: Keith Edward Bullen, Esquire, Fellow of the Royal Society, Sir Frank Macfarlane Burnet, Knight, Fellow of the Royal Society, David Guthrie Catcheside, Esquire, Fellow of the Royal Society, Thomas MacFarland Cherry, Ian Clunies-Ross, John Carew Eccles, Fellow of the Royal Society, Raymond James Wood le Fèvre, Edwin Sherbon Hills, Leonard George Holden Huxley, Max Rudolf Lemberg, Fellow of the Royal Society, Hedley Ralph Marston, Fellow of the Royal Society, Leslie Harold Martin, David Forbes Martyn, Fellow of the Royal Society, Esquires, Sir Douglas Mawson, Knight, Officer of Our Most Excellent Order of the British Empire, Fellow of the Royal Society, Alexander John Nicholson, Esquire, Marcus Laurence Elwin Oliphant, Fellow of the Royal Society, Joseph Lade Pawsey, James Arthur Prescott, Commander of Our Most Excellent Order of the British Empire, Fellow of the Royal Society, Esquires, Sir Albert Cherbury David Rivett, Knight Commander of Our Most Distinguished Order of Saint Michael and Saint George, Fellow of the Royal Society, Thomas Gerald Room Esquire, Fellow of the Royal Society, Sydney Sunderland, Oscar Werner Tiegs, Fellow of the Royal Society, Richard van der Riet Woolley, Fellow of the Royal Society, Esquires, and all such persons as may hereafter become members of the body corporate hereby constituted pursuant to or by virtue of the powers granted by these Presents and their successors shall be for ever hereafter (so long as they respectively continue to be such members) one Body Corporate and Politic by the name of the "Australian Academy of Science" (hereinafter referred to as "the Academy") and by the same name shall and may sue and be sued in all Courts and in all manner of actions and suits and shall have power to do all other matters and things incidental or appertaining to a body corporate, including power to take and hold personal property and power to purchase, take on lease and hold lands tenements or hereditaments, or any interest in any lands tenements or hereditaments whatsoever, within Our Commonwealth of Australia for the purposes of the Academy and power to sell, let on lease, alienate or otherwise dispose of the same or any part thereof.

2. The income and property of the Academy, whencesoever derived, shall be applied solely towards the promotion of the objects of the Academy 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 the persons who at any time are or have been members of the Academy or to any of them or to any person claiming through any of them: provided that nothing herein contained shall prevent the payment in good faith of remuneration to any officers or servants of the Academy or to any member thereof or other person in return for services actually rendered to the Academy or for goods supplied in the ordinary way of business nor prevent the payment of interest on money borrowed or the payment of rent for premises let to the Academy.
3. The objects and purposes for which the Academy is hereby constituted are:
 - (1) To promote, declare and disseminate scientific knowledge, to establish and maintain standards of scientific endeavour and achievement in the natural sciences in Australia; and to recognise outstanding contributions to the advancement of science.
 - (2) To establish and maintain associations and relations between Australian scientists and the International Scientific Unions and other international groups, meetings and unions of scientists; and between Australian scientific activities and the activities of scientists in other countries.
 - (3) To administer or help in administering funds for purposes of scientific research or projects of a scientific character.
 - (4) To arrange or join in arranging meetings of scientists inside or outside Australia, to hold symposia, and to arrange for visits of scientists from other countries to Australia.
 - (5) To correlate and assist in correlating the efforts of other scientific bodies.
 - (6) To suggest ways in which scientific projects in Australia may be instituted, carried out, or revised.
 - (7) To publish or assist in the publication of scientific knowledge.
 - (8) To provide guidance to sources of scientific information.
 - (9) To do all such other lawful things as the Academy may think incidental or conducive to the attainment of its objects or any of them.
4. Subject to the Bye-laws of the Academy the members thereof (except Corresponding Members) shall be designated Fellows. Unless and until such Bye-laws otherwise provide:
 - (a) there shall be two classes of members, namely Fellows, and Corresponding Members
 - (b) Fellows shall be British subjects; and
 - (c) Corresponding Members shall be persons, not normally resident in Australia, who are eminent in some branch of natural knowledge.
5. The first Fellows of the Academy shall be Our Petitioners hereinbefore named. Within three months after the date of these Presents they shall elect as Fellows, in such manner as they determine, such number of qualified persons as, with themselves, will make fifty Fellows. Thereafter, but subject to the Bye-laws, Fellows may be elected annually.

6. Subject to these Presents the qualifications and conditions of election of Fellows, the method of election, the privileges and obligations of Fellows including liability to expulsion or suspension, and the conditions of termination of membership, shall be such as the Bye-laws of the Academy from time to time prescribe.
7. The affairs of the Academy shall be managed by a body to be called "the Council" which shall be the governing body of the Academy.
8. Unless and until the Bye-laws of the Academy otherwise provide the Council shall consist of the President, the Treasurer, two Secretaries (one representing the Physical and the other the Biological Sciences) and six other members, all elected from the body of Fellows by the Fellows in general meeting. Members of the Council shall not be paid or receive any remuneration or fees for acting as such and no member of the Council shall be appointed to any salaried office of the Academy or any office of the Academy paid by fees.
9. The first Council shall consist of the following persons, namely the aforesaid
 Thomas MacFarland Cherry,
 Ian Clunies-Ross,
 John Carew Eccles,
 Raymond James Wood le Fèvre,
 Hedley Ralph Marston,
 David Forbes Martyn,
 Sir Douglas Mawson,
 Alexander John Nicholson,
 Marcus Laurence Elwin Oliphant, and
 Sir Albert Cherbury David Rivett,

and they shall hold office until the due election and coming into office of their successors in accordance with the Bye-laws of the Academy.

10. The Council shall have the sole control, management and superintendence of the property income affairs and concerns of the Academy and may appoint such secretaries and officers as it deems necessary; and, if not contrary to or inconsistent with the provisions of this Our Charter or any Bye-laws made hereunder or the laws and statutes of Our Commonwealth of Australia or any State or Territory thereof, may do all such acts as may appear to it to be necessary or desirable for the purpose of carrying into effect the objects of the Academy and in particular and without prejudice to the foregoing powers the Council shall have the following powers:—
 - (a) to accept any gift of property whether subject to any special trust or not for any of the objects of the Academy
 - (b) to invest any moneys of or belonging to the Academy in such manner as may from time to time be prescribed by the Bye-laws of the Academy
 - (c) to borrow raise or secure the payment or repayment of moneys in such manner as it may think fit
 - (d) to construct maintain or alter any buildings or works necessary or convenient for the purposes of the Academy
 - (e) to sell lease mortgage dispose of or otherwise deal with all or any part of the property of the Academy.
11. The Council may so far as it deems expedient delegate any of its powers (except this power of delegation) to committees including the Regional Advisory Committees for the time being of the Academy and any other committees established as hereinafter provided.

12. To enable the objects of the Academy to be carried out more effectually:

- (a) The Council may establish Regional Advisory Committees. Subject to the Bye-laws of the Academy, every Regional Advisory Committee shall be composed of Fellows normally resident within the region for which the Advisory Committee is established and such other persons as, by reason of their contributions to the advancement of science, are considered by the Council to be competent to act on the Advisory Committee
- (b) the Council may also establish from time to time such other committees as it thinks expedient
- (c) each Regional Advisory Committee (and each other committee) shall elect one of its number to be its Chairman
- (d) unless and until otherwise provided by the Bye-laws of the Academy the Council shall appoint the members of the Regional Advisory Committees and other committees and may determine the terms for which the members thereof are respectively to hold office and make such rules for the conduct of their proceedings and otherwise regulate their activities as it thinks fit.

13. A general meeting of the Fellows of the Academy shall be held within six months after the date of these Presents, at such time, date and place as the Council determines. Unless and until the Bye-laws of the Academy otherwise provide, a general meeting, to be called the Annual General Meeting, shall be held at Canberra in the Australian Capital Territory in the month of April in each year, the first of such annual general meetings to be held in the month of April 1955.

Other general meetings of the Fellows of the Academy, to be called Special General Meetings, may be convened by the Council at any time, and shall be convened by the Council on the requisition of such number of Fellows as the Bye-laws of the Academy from time to time prescribe.

Subject to the Bye-laws the Council may determine any question as to the notice to be given of or to any matter of procedure at any general meeting of the Fellows.

The Council may submit any question to the vote of the Fellows of the Academy by means of a postal ballot to be conducted in such manner as the Council (subject to the Bye-laws) may decide, and the decision upon such a vote shall have the same force and effect as a resolution of the Fellows in general meeting.

14. A majority of not less than three-fourths of the Fellows present in person or by proxy and voting at a General Meeting of the Fellows of the Academy specially called for the purpose of which due notice has been given or the like majority of the Fellows voting by means of a postal ballot as hereinafter provided shall have power from time to time to make such Bye-laws as shall seem requisite and convenient for the regulation government and advance of the Academy its members and property and for the furtherance of its objects and purposes and from time to time to revoke or amend any Bye-laws or Bye-laws previously made but so that the same be not repugnant to these Presents or to the laws and statutes of Our Commonwealth of Australia or any State or Territory thereof; provided that no such Bye-law revocation or amendment shall take effect until approved by Our Governor-General-in-Council of Our Commonwealth of Australia. The Academy shall cause all such Bye-laws when allowed with the formal allowance to be printed and published in the official Gazette published by Our Government of Our Commonwealth of Australia.

15. The first Bye-laws to be made under these Presents shall be made by the Fellows in general meeting within the period of twelve months from the date of these Presents unless

His Excellency Our Governor-General-in-Council of Our Commonwealth of Australia sees fit to extend such period.

16. Pending the making and approval of the Bye-laws to be made under these Presents but no longer all matters which under these presents are required or permitted to be prescribed or provided for by the Bye-laws of the Academy may be determined by the Council.

17. And We do hereby for Us Our Heirs and Successors Grant and Declare that these Our Letters or the enrolment or exemplification thereof shall be in all things, good, firm, valid and effectual according to the true intent and meaning of the same, and shall be taken, construed and adjudged in all Our Courts or elsewhere in the most favourable and beneficial sense and for the best advantage of the Academy, any mis-recital, non-recital, omission, defect, imperfection, matter or thing whatsoever notwithstanding.

In Witness whereof We have caused these Our Letters to be made Patent.

Witness Ourselves at Westminster the second day of February in the second year of Our Reign.

By Warrant under the Queen's Sign Manual.

		(signed)
(THE GREAT SEAL)		Napier

BYE-LAWS

Adopted by a General Meeting on 12 November 1954 and approved by the Governor-General-in-Council on 6 April 1955. The dates of amendments made since 1987 are indicated in footnotes; the dates of amendments made prior to 1987 may be found in the *Year Book* for that year.

Chapter I: INTERPRETATION

In these Bye-Laws, unless the context indicates a contrary intention:

¹words importing a gender include any other gender;

words importing the singular number include the plural, and *vice versa*;

'in writing' and 'written' includes printing, typing or any other means of reproducing words on paper;

'year' means calendar year;

'The Secretaries' means the Secretary (Physical Sciences) and the Secretary (Biological Sciences);

²Persons may be deemed to be normally resident in Australia if their absence from Australia is due to their holding an academic or other appointment of a short-term or temporary character; and

³Reference to Chair is a reference to the position described as Chairman in the Royal Charter.

Chapter II: MEMBERSHIP

Eligibility. **1** The Academy shall consist of Fellows and Corresponding Members, elected as hereinafter provided. Subject to Section 10 of this chapter, Fellows shall at the time of their election be normally resident in Australia and be eminent by reason of their scientific attainments and their researches in natural science. Corresponding Members shall be persons eminent by reason of their scientific attainments and discoveries but not normally resident in Australia.

2 At the date of the adoption of these Bye-Laws the Fellows of the Academy consist of the petitioners named in the first paragraph of the original⁴ Charter of Incorporation and the Fellows who have been elected in pursuance of the fifth clause of the original Charter.

Ordinary Election of Fellows

3a The ordinary election of Fellows shall take place annually.⁵

Number to be elected. **b** Subject to paragraph (a) of Section 8 and to paragraph (f) of Section 9 of this Chapter, the number of Fellows to be elected in each year shall be twenty⁶ and up to an additional four in milestone anniversary years (generally every 25 years)⁷, until otherwise determined by an official election ballot⁸ passed

¹ 19 June 2002.

² 19 June 2002

³ 19 June 2002.

⁴ 18 September 2003.

⁵ Originally elections of ordinary Fellows took place at the Annual General Meeting, commencing with the Annual General Meeting in 1955.

⁶ Originally five in 1954, increased to six in 1958; to nine in 1970; to 12 in 1992; to 16 in 2000; to 20 in 2012.

⁷ 18 September 2003.

⁸ 18 September 2003.

by at least a two-thirds⁹ majority of Fellows voting. Such determination may be made from time to time and shall take effect immediately.¹⁰

Sectional
Committees.

- 4a** In order that the Council may be advised regarding the qualifications of candidates for election, it shall appoint, not later than the thirty-first day of July in each year, such number of Sectional Committees composed of Fellows as it thinks fit.
- b** The Council shall from time to time with respect to each committee:
- i) fix the number of Fellows of which it is to consist,
 - ii) prescribe its title and functions,
 - iii) propose a Fellow for election as its Chair, and
 - iv) give directions for its guidance if thought fit.
- c** Provided that:
- i) a Fellow who has been a member of any Sectional Committee for four consecutive years shall not be eligible for appointment to that committee for the next year;
 - ii) in exercising its powers under this Section the Council shall endeavour to ensure that the whole field of the natural sciences is adequately covered by Sectional Committees consisting of Fellows who are competent to assess the qualifications of candidates;
 - iii) any casual vacancy on any Sectional Committee may be filled by resolution of the Council at any time.

Certificate of
election.

- 5** Candidates for election shall be proposed by means of certificates, and the following provisions shall apply:
- a** certificates shall be in the form from time to time prescribed by the Council (subject to this Section);
- ¹¹**b** they shall specify the name, rank, professional position and usual residence of candidates, shall contain a statement in less than 100 words of their qualifications (hereinafter called 'the citation'), and shall be accompanied by a complete list of their publications;
- c** they shall be signed by at least four Fellows, one of whom shall sign as proposer and one as seconder;
- d** Fellows signing the certificate will be deemed thereby to certify that to the best of their knowledge and belief the candidate is qualified to become a Fellow;

Duties of
proposers and
supporters.

- e** candidates and their work must be known personally to the proposer and seconder; and other Fellows signing the certificate shall signify whether they support candidates from personal knowledge or from general knowledge of their work. Fellows (other than the proposer and seconder) who desire to sign the certificate of a candidate but find it impracticable to do so before the date prescribed in paragraph (g) below, may in writing request The Secretaries or either of them to append their names to that certificate as supporting a candidate either from personal knowledge or from general knowledge of their work; and shall thereupon be deemed to have signed the certificate. Such letter of request shall be kept by The Secretaries during the validity of the certificate and be available for inspection at the Rooms of the Academy upon demand by any Fellow;
- f** proposers shall obtain the consent of candidates to nomination and their agreement that, if elected, they will subscribe to the Obligation and pay the annual dues;

⁹ 2 February 2000.

¹⁰ 18 September 2003.

¹¹ 16 November 1993.

Certificates due
by 31 July.

- g** a certificate shall be in the hands of The Secretaries not later than the thirty-first day of July¹²-immediately preceding the election;
 - h** the date of the receipt of a certificate by The Secretaries shall be entered by them in the Register of Candidates to be kept pursuant to Section 15 of this Chapter;
 - i** a certificate received by the date specified in paragraph (g) shall be valid for the next five annual elections; there may be attached to a certificate at any time supplementary information signed by the proposer and seconder named therein; corrections of fact may be made upon the certificate at any time if initialled by the proposer and seconder named therein and unmistakably marked as new matter, or, if either the proposer or seconder is unavailable by reason of death or otherwise, in their place by one of the other Fellows who signed the certificate;
 - j** a certificate may be withdrawn by the proposer and seconder before the date specified in paragraph (g) or after the next following election;
 - k** The Secretaries shall strike off the Register of Candidates any candidate who has been elected or whose certificate is no longer valid.
- ¹³ when a certificate for a candidate has expired after five annual elections, The Secretaries will not accept a new certificate until the second calendar year following the year of expiry.

List of candidates
to be sent to all
Fellows by 1 Sept.

- 6** Not later than the first day of September in each year, The Secretaries shall send to each Fellow a list of candidates whose names appeared on the Register of Candidates on the preceding second day of August. Such list shall be in alphabetical order, shall contain with respect to candidates a copy of the citation appearing in their certificates, and the names of the Fellows who have signed the certificates (the proposer and seconder appearing first in that order) and shall specify the number of elections for which certificates in respect of them have been valid.

Candidate
information to be
sent to Sectional
Committees
by 1 Sept.

- 7** Not later than the date prescribed in Section 6, The Secretaries shall send to each member of every Sectional Committee a complete list of candidates, in which candidates' names are placed under the heading or headings of the section or sections appropriate for their work. By the same date The Secretaries shall send to the members of the appropriate Sectional Committee or Committees lists of candidates' publications, also, with respect to candidates, the information, including supplementary information (if any), appearing in or attached to their certificates.

Chairs' written
reports to Council
by 17 Feb.

Each Chair of a Sectional Committee shall ascertain, either at a meeting of the members thereof or by correspondence with them, their views as to the most eligible candidate within the purview of this committee, and as to any comment or recommendation with respect to any other candidate or candidates which should be submitted to the Council. Where necessary or desirable, Committee members may seek opinions from other recognized experts in Australia or overseas. The Chair shall deliver to the Executive Secretary¹⁴ a written report to the Council not later than the seventeenth day of February¹⁵ then next, setting out the names of the candidates recommended for consideration in order of merit and giving comments and recommendations with respect to them, in accordance with the opinions of the majority of the members of the Sectional Committee.

Election
meeting/s of
Council.

- 8a** A meeting of the Council shall be held as soon as practicable after the first day of March in each year, at which the reports of the Sectional Committees shall be considered. At that or a subsequent meeting the Council shall

¹² 18 September 2003.

¹³ 26 November 1997.

¹⁴ The position of Executive Secretary was changed to Chief Executive Office in 2008.

¹⁵ 18 September 2003.

resolve upon the names of candidates (from among those recommended by the Sectional Committees and corresponding in number to the number of Fellows to be elected as determined under paragraph (b) of Section 3) to be recommended by it for ordinary election under that paragraph as Fellow of the Academy: provided that, if the Council is of the opinion that the number of candidates whose scientific attainments and researches are such as to qualify them for membership of the Academy is less than the number so determined, it may resolve upon the names of a smaller number to be so recommended.

- Election ballot to be sent to all Fellows.
- b** in resolving upon its recommendations, the Council shall have regard to, amongst other things, the desirability of maintaining a just distribution of the membership of the Academy over the various branches of natural science.
 - c** An official election ballot¹⁶ containing the names recommended by the Council in alphabetical order shall be sent to each of the Fellows at least fourteen days before the Annual General Meeting.
- 179a** Fellows desiring to vote shall do so by sending to the Returning Officer an election ballot (being an election ballot sent in pursuance of paragraph (c) of the last preceding Section or one identical therewith). Before doing so, they may delete from the election ballot one or more of the names recommended by the Council; and may, if they think fit, replace any name so deleted by writing thereon the name of another of the candidates whose names appeared on the list sent to Fellows in pursuance of Section 6.
- b** An official election ballot on which the name of any candidate appears more than once shall be informal; and no name may be added except in replacement of a name recommended by the Council.
 - c** Each Fellow who returns an official election ballot shall be deemed to cast one vote for each candidate whose name appears thereon and has not been deleted.
 - d** Council shall appoint a Returning Officer who may determine any questions as to the procedure in the election and as to the validity or effect of any election ballot.
 - e** The candidates, equal in number to the number recommended by the Council in the election ballot submitted by it, who receive the greatest number of votes shall be declared elected; provided that (subject to paragraph (f) hereunder) no candidate whose name appears on less than two-thirds of the official election ballots returned shall be declared elected.
 - f** If two or more candidates for the last place or places to be filled receive an equal number of votes, a supplementary poll or polls shall be taken in such manner as the Returning Officer directs. Candidates shall not be declared elected as the result of any supplementary poll unless in the course of such poll, or on a resolution for their election, they have received the votes of not less than two-thirds of the Fellows voting.

Royal Fellows

- 9A** The Council may from time to time by resolution elect as a Royal Fellow of the Academy a Royal Prince or Princess who, in its opinion, is eminent in respect of his or her interest in science; provided that such resolution has been carried with at least nine votes cast in favour of the resolution.

Special Election of Fellows

- Qualification for special election. **10** From time to time the Council may deem it desirable that the Academy should elect to Fellowship a person who has rendered conspicuous service

¹⁶ 18 September 2003.

¹⁷ 19 June 2002.

to the cause of science or whose election would be of signal benefit to the Academy and to the advancement of science. Accordingly the following provisions shall apply:

- Council ballot. **a** At a meeting to be held as soon as practicable after the first day of March in each year¹⁸ the Council may nominate for special election as a Fellow a person who in its opinion is within the terms of the preamble to this Section; but no such nomination shall be made unless upon a ballot of the members of the Council at least nine votes have been cast in favour of the nomination being made. In determining the nomination, Council may interview the proposer of the person for nomination for special election.¹⁹
- Number which may be elected. **b** normally not more than one person shall be specially elected each year²⁰, with the exception of milestone anniversary years (generally every 25 years) for the Academy in which up to three persons may be specially elected;²¹
- c** nomination shall be by means of a certificate, and the provisions of paragraphs (a) to (d) inclusive of Section 5 of this Chapter shall apply thereto, except that no list of publications need be furnished;
- Election ballot to be sent to all Fellows. **d** an official election ballot containing a resolution for the election of the person nominated for special election²² along with particulars of any nomination, and the information contained in the certificate by means of which it is made, shall be sent to each Fellow at least fourteen days before the Annual General Meeting.
- e** the nominee shall be declared elected if a resolution for his or her election be passed by a majority of not less than two-thirds of the Fellows voting.²³
- ²⁴**f** Council shall appoint a Returning Officer who may determine any questions as to the procedure in the election and as to the validity or effect of any official election ballot and shall supervise the counting of votes.

Corresponding Members

- Eligibility. **11** The Council may from time to time by resolution elect as a Corresponding Member of the Academy a person who in its opinion is eminent in respect of scientific discoveries and attainments but who is not normally resident in Australia provided that:
- Number which may be elected. **a** not more than two persons may be elected in any year;
- b** no such election shall be made if it would make the number of Corresponding Members for the time being exceed one-tenth of the number of Fellows for the time being;
- Council ballot. **c** such resolution has been carried with at least nine votes cast in favour of the resolution.
- 12** A Corresponding Member shall not be required to pay any subscription, shall not be eligible for membership of Council or any Sectional Committee, and shall not be entitled to receive notice of or to vote at any General Meeting of the Academy.

Register of Members

- 13** The Secretaries shall keep a book called the Register of Members, in which shall be entered the name, address and date of election of each Fellow and

¹⁸ 18 September 2003.

¹⁹ 18 September 2003.

²⁰ 01 February 2012.

²¹ 18 September 2003.

²² 18 September 2003.

²³ 18 September 2003.

²⁴ 18 September 2003.

Corresponding Member and such other particulars as the Council may from time to time determine.

Charter Book and Obligation

Signing of Charter Book. **14** There shall be a Charter Book and Fellows shall sign this and at the first General Meeting after the date of their election or within such period thereafter as the Council may permit. In signing they shall subscribe the following Obligation, which shall be written at the head of each page.

The Obligation. *I hereby solemnly promise to promote, declare and disseminate scientific knowledge, and to serve the Academy according to its Charter and Bye-Laws, provided that whenever under my own hand I notify the President that I wish to resign from the Academy I shall be free from this obligation.*

Corresponding Members shall sign the Charter Book at the first convenient opportunity after their election, but shall not be required to subscribe the Obligation.

Register of Candidates

15 The Secretaries shall also keep a book, called the Register of Candidates, in which shall be entered the name and address of each candidate for ordinary election as a Fellow in respect of whom a certificate of proposal for membership in accordance with Section 5 of this Chapter is received, the date of receipt of the certificate, and such other particulars as the Council may from time to time determine.

Subscriptions

Due by one month after the AGM. **16** Fellows shall pay, for the year in which they are elected and for each calendar year thereafter while they remain Fellows, a subscription of such amount as is prescribed from time to time by the Council. The subscription for each year shall become payable one month after the Annual General Meeting. In exceptional circumstances the Council may remit all or part of a Fellow's subscription for any year or years.

Termination of Membership

17 Fellows shall cease to be members of the Academy upon the happening of any of the following events:

- a** if they resign by notice in writing to the President;
- b** if they are in default for two consecutive years in the payment of the subscription and the Council resolves that they shall cease to be a member; provided that, on payment of all arrears of subscriptions, a Fellow may be reinstated as a member by resolution of the Council;
- c** if a resolution is passed by ballot of the members of the Council to the effect that in its opinion they have been guilty of conduct detrimental to the Academy; and the following provisions shall apply with respect to any such resolution:
 - i) before it is submitted to such ballot, the Fellow shall be informed of the conduct complained of and given a reasonable opportunity to show cause against his or her expulsion; and
 - ii) if less than nine members of the Council vote in favour of it, it shall be deemed to have lapsed.

Chapter III: THE COUNCIL AND OFFICERS

The Council

- Membership. **1a** The affairs of the Academy shall be managed by a Council consisting of:
- ²⁵i) seven Officers, namely, the President, the Treasurer, The Secretaries, the Secretary (Science Policy), the Secretary (Education and Public Awareness) and the Foreign Secretary,
 - ii) five ordinary members representing physical sciences, and
 - iii) five ordinary members representing biological sciences.
- b** The Council may exercise all the powers of the Academy which are not by the Charter or Bye-Laws required to be exercised by a general meeting of the Fellows.
- Standing Orders. **c** The Council may regulate the affairs of the Academy by means of Standing Orders, provided that such orders are not contrary to the Charter or the Bye-Laws of the Academy. Such Standing Orders may be made, amended or repealed at any Council meeting, provided that notice of the proposed new Standing Order, amendment, or repeal has been given at the preceding Council meeting.
- Election of Council. **d** Subject to Section 8 of this chapter, members of Council shall be elected at an Annual General Meeting and shall hold office until the conclusion of the Annual General Meeting in the year in which their term of office expires.
- Retirement of members. ²⁶**e** The term of office of the President, Treasurer, The Secretaries, the Secretary (Science Policy), the Secretary (Education and Public Awareness) and Foreign Secretary shall be four years. The term of office of an ordinary member of Council shall be three years. Fellows shall not be eligible for re-election to Council in the same capacity in the year in which they complete their term of office.
- Nominations to Council. **f** Subject to paragraphs (a), (e) and (g) of this Section, any Fellow may be nominated for any vacancy on Council by any four other Fellows. Before the nomination is made, the consent of the nominee must be obtained by the proposers. A Fellow shall not accept nomination for more than one vacancy.
- Council vacancies and nominations to be sent to all Fellows by 14 Sept.
Further nominations to be received by 1 Nov. **g** Not later than the 14th day of September in each year, Council shall cause to be sent to each Fellow a paper setting out the number of vacancies to be filled at the succeeding Annual General Meeting. The paper shall specify the title of each vacancy for Officer and the number of vacancies for ordinary members (physical sciences) and ordinary members (biological sciences). The paper shall include a list of names of Fellows, one for each vacancy, nominated by Council. In accordance with paragraph (e) of this Section, Fellows may submit further nominations for the vacancies, in writing, to The Secretaries not later than the 1st day of November.
- Council election ballot to be sent to all Fellows by 14 Nov. ²⁷**2** Not later than the fourteenth day of November in each year the Council shall cause to be sent to each Fellow an official election ballot containing all the nominations for the vacant seats on Council.
- 3a** If only one nomination for any vacant office has been made, the Fellow nominated shall be declared elected.
- b** If the number of nominations for ordinary members representing physical sciences equals the number of vacancies, then the Fellows nominated shall be declared elected; with a similar provision in respect of ordinary members representing biological sciences.

²⁵ Increased from six to seven Officers, 19 June 2002.

²⁶ 19 June 2002.

²⁷ 6 September 1983.

- c** If there is more than one nomination for a post of Officer, or if there are more nominations than vacancies for ordinary members representing physical sciences or biological sciences, then the following voting procedure shall apply:

Fellows wishing to vote shall do so by writing against the name of each candidate for a particular office a number indicating their order of preference for that candidate, commencing with the number 1 for the most preferred candidate and continuing until consecutive numbers have been assigned to all those candidates for whom it is desired to vote. An official election ballot on which not all candidates have been assigned consecutive numbers shall be valid only to the first omitted number.

- d** Fellows wishing to vote shall do so by completing the official election ballot in accordance with instructions provided with the ballot and returned²⁸ to The Secretaries no later than the 1st day of February. Election ballots received after this date shall not be valid except that The Secretaries may, for good reason, extend the date for acceptance of election ballots by not more than 4 weeks, by notice posted in the office of the Academy before the 1st day of February. Counting of votes shall not commence before this closing date.
- e** Before each election the Council shall appoint a Returning Officer who shall determine any question as to procedure in the election and as to the validity or effect of any election ballot, and shall supervise the counting of votes.
- f** Upon the first counting of election ballots votes shall be distributed among the candidates in accord with the first preferences (indicated by the number 1). The candidate receiving the least number of first preferences shall be eliminated and his or her votes distributed among the remaining candidates in accord with their indication of second preference. The candidate now holding the smallest total number of votes shall again be eliminated and his or her votes distributed among the remaining candidates ranking next in preference on each individual election ballot. This procedure shall be continued until the number of candidates remaining is equal to the number of vacancies. The remaining candidates shall then be declared elected.
- g** If there is an equality of votes among the least favoured candidates at any stage of this procedure, then the candidate having the least number of votes before the immediately preceding distribution of preferences shall be eliminated. If this procedure does not resolve the difference then the preceding distribution stage shall be similarly considered and so on. If these procedures fail to resolve the matter then the candidate to be eliminated shall be determined by lot.
- h** For the purpose of determining the term of office in accordance with Section 1 (d), members of Council on the 1st day of May 1974, shall be deemed to have served the number of years elapsing since their first election to that office or seat on or after the Annual General Meeting in 1970.
- 4** At the first meeting of the Council after the Annual General Meeting the Council, on the nomination of the President, shall appoint two of its members as Vice-Presidents, to hold office as such until the conclusion of the next Annual General Meeting.
- 5a** Meetings of the Council may be convened by the President or The Secretaries.
- b** Except as otherwise decided by the Council, **or** in special circumstances, by the President, meetings shall be held in Canberra.
- c** The Council shall meet at least four times in each year, and at intervals no longer than four months.

Two Vice-Presidents
to be appointed by
Council at the first
meeting after the
AGM .

Procedures
for meetings
of Council.

²⁸ 18 September 2003.

Quorum shall be eight.

d Unless otherwise determined by resolution of the Fellows in General Meeting, the quorum for a meeting of the Council shall be eight. No business shall be transacted at any meeting unless a quorum is present at the commencement of the meeting; provided that the decisions (not requiring any specified number or majority of votes) of a meeting at which a quorum is not so present shall be valid if ratified by the resolution of a subsequent meeting at which a quorum is present, or by the written approval of a sufficient number of members of the Council to constitute a quorum.

Council voting.

e Except as otherwise provided by the Charter or the Bye-Laws, all questions before the Council shall be decided by a majority of votes, the Chair having a deliberative, and, in the case of an equality of voting, a casting vote.

f Voting at meetings of the Council shall be upon the voices or by show of hands, unless the Charter or Bye-Laws require a ballot, or a ballot is demanded by a member before the declaration of the result of a vote upon the voices or by a show of hands or immediately thereafter and before the Council proceeds to the next business.

g A ballot shall be taken in such manner as the Chair directs.

h The President, if present, shall take the Chair at every meeting of the Council. In his or her absence, the meeting shall elect one of the Vice-Presidents, or, if neither of them is present, one of the other members, to act as Chair thereof.

6 A resolution in writing signed by all the members of the Council who are for the time being in Australia shall be as valid and effectual in all respects as if it had been passed at a meeting of the Council duly convened.

7 Members of the Council who fail to attend two consecutive meetings of the Council without leave of absence from one or both of them having been granted to them shall cease to be a member of the Council unless it otherwise determines.

Filling of casual vacancies.

8 Any casual vacancy occurring in any office or seat on the Council shall be filled by resolution of the Council, and the Fellow so appointed shall hold office until the conclusion of the next Annual General Meeting. Such tenure of office by the appointee shall not be taken into account for the purpose of paragraph (e) of Section 1 of this Chapter.

9 A report on every meeting of the Council shall be sent to each Fellow as soon as practicable after the meeting.

The President

10 The President shall preside at every general meeting of the Academy and meeting of the Council at which he or she is present.

The Secretaries

2911 The Secretaries shall be responsible for recording the proceedings of the Academy, for the keeping of the minutes of general meetings of the Academy and of the meetings of the Council, for the conduct of the Academy's correspondence, for the keeping of its records, for its publications, and for all other business except that relating to finance, science policy, education and public awareness and international relations.

The Secretaries or one of them or in emergency a Fellow appointed by the President to act in their stead shall attend all general meetings of the Academy and meetings of the Council.

²⁹ 19 June 2002.

The Foreign Secretary

- a The Foreign Secretary shall be responsible, subject to the direction of the Council, for the international relations of the Academy and for the conduct of the relevant correspondence.

The Secretary (Science Policy)

- ³⁰b The Secretary (Science Policy) shall be responsible, subject to the direction of the Council, for the Academy's relations with government and other bodies on matters of science policy.

The Secretary (Education and Public Awareness)

- ³¹c The Secretary (Education and Public Awareness) shall be responsible, subject to the direction of Council, for the Academy's relations with national organisations concerned with science education, including mathematics, and public awareness.

The Treasurer and the Finance Committee

Responsibilities
of the Treasurer.

- 12a** The Treasurer shall be responsible for the receipt and payment into a banking account of the Academy of all moneys payable to the Academy; for the disbursement of all sums due from or payable by the Academy; for the keeping of proper accounts of all such receipts and payments; and for the custody of the books of account and the securities and other property of the Academy.
- b** With the approval of Council, the Treasurer may appoint a deputy, to whom any of his or her duties or powers may be delegated from time to time.
- c** If the Treasurer dies or becomes, in the opinion of the President, incapable of performing his or her duties, or unfit to act, the President may appoint a member of Council to act as Treasurer until a new Treasurer is appointed by Council.

Council to
appoint members
at first meeting
after the AGM.

- 13a** At its first meeting after the Annual General Meeting in each year the Council shall appoint a Finance Committee, consisting of the Officers, and three other members, one of whom shall be a Fellow.
- b** The Finance Committee shall meet at least twice in each year, provided that a meeting need not be held if all members of the Committee who are for the time being in Australia so agree in writing. Meetings may be convened by the Treasurer or either of The Secretaries.
- c** The Treasurer shall preside at every meeting of the Finance Committee, but in his or her absence the Committee shall elect one of its members to act as Chair of the meeting.
- d** A quorum of a meeting of the Finance Committee shall be three.
- e** The function of the Finance Committee shall be to advise Council concerning the financial affairs of the Academy. It may submit budgets and estimates of receipts and expenditure and advise as to the investment of funds. The Council may delegate to it, subject to such conditions (if any) as the Council thinks fit, the power to manage the investment of funds, including the power to select, purchase, sell and otherwise deal with investments.

³⁰ 19 June 2002.

³¹ 19 June 2002.

Chapter IV: FINANCES AND ACCOUNTS

Expenditure of Funds

- Authority for expenditure.
- 1a** Subject to this Section, no expenditure by or on behalf of the Academy or of the funds of the Academy shall be incurred or made without the authority of the Council.³²
- b** The Council may delegate to any committee the power to authorise expenditure to be incurred or made, provided that particulars of expenditure so authorised shall be submitted by the Chair of the Committee to the next meeting of the Council after it is authorised.
- c** Any such delegation may be made subject to such conditions, and to such restrictions as to amount, locality, subject matter or otherwise as the Council from time to time prescribes.
- d** Any such committee may, if the Council so decides, include a Fellow who is not a member of the Council.
- e** Bye-Law omitted.³³

Banking Accounts and Disbursements of Funds

- Signing of cheques.
- 3** Cheques and other negotiable instruments drawn made or accepted on behalf of the Academy shall be signed by the Treasurer or his or her deputy and by such other person (whether a member of the Council or not) as the Council from time to time determines.³⁴
- 4** Cheques and other negotiable instruments for collection and crediting to a banking account of the Academy may be endorsed by any member of the Council or by the Executive Secretary or by such other person as the Council from time to time prescribes.
- 5** No banker or other person paying or dealing with any cheque or negotiable instrument signed in accordance with Sections 3 and 4 of this chapter shall be concerned to inquire whether any of the provisions of Section I have been complied with.

Investments³⁵

- 6a** The funds of the Academy shall be invested according to the policy determined by Council and embodied in a Standing Order titled 'Investment Policy'.
- b** No investment of the funds of the Academy or of any trust moneys under its control shall be made except in the manner specified in the Standing Order.

Annual Accounts

- Annual accounts to be presented to the AGM.
- 7a** The Council shall cause to be laid before the Annual General Meeting in each year a balance sheet and a statement of income and expenditure, together with statements showing the position of each trust fund, all made up to the previous thirtieth day of June.
- b** Such balance sheet and statement shall be prepared by the Treasurer and submitted for the consideration of the Council at a meeting held in October next before the General Meeting to which they are to be presented.
- c** Before being so submitted they shall be audited and their correctness ascertained.

³² 18 September 2003.

³³ 18 September 2003. Bye-Law regarding Running Expenses Account removed as no longer in keeping with practice.

³⁴ 18 September 2003.

³⁵ 2 February 2000.

Annual accounts to be sent to all Fellows by 31 Oct.

- d** By the thirty-first day of October in each year copies of such balance sheet and statements shall be sent to every Fellow.

Audit

- 8** Once at least in every year the accounts of the Academy shall be examined and the correctness of the balance sheet and financial statements ascertained by an Auditor.
- 9** The Auditor shall be elected at the Annual General Meeting. Any casual vacancy in the office of Auditor shall be filled by appointment by the Council, and the Auditor so appointed shall hold office until the conclusion of the next Annual General Meeting.
- 10** An Auditor shall not be a Fellow of the Academy or a candidate for election as such.
- 11** The remuneration of the Auditor shall be fixed by the Annual General Meeting, or, if it so decides, may be left for the determination of the Council.

Chapter V: GENERAL MEETINGS

AGM to be held before the last Thursday in May.

- 1** An Annual General Meeting of the Academy shall be held not more than fifteen months after the holding of the last preceding Annual General Meeting and at such time and place as the Council decides. Unless for special reasons the Council otherwise determines, each Annual General Meeting shall be held in Canberra before the last Thursday in May.³⁶

Special meetings.

- 2** A Special General Meeting of the Academy may be convened by the Council at any time, and the Council shall convene such a meeting on the written requisition of ten Fellows, and in this case the meeting shall be convened for a date not later than sixty days after the receipt of the requisition.

Notice of meetings.

- 3** Not less than twenty-one days' notice of every general meeting specifying the place, day and hour of meeting and, in the case of special business, the general nature thereof, shall be sent to each of the Fellows: provided that the accidental omission to give notice of any meeting to or the non-receipt of any notice by any of the Fellows shall not invalidate the proceedings of any meeting.

Ballot in lieu of vote at a General Meeting.

- 4** The Council may submit any question to the vote of the Fellows by means of an official election ballot to be conducted in such manner as the Council decides, and the decision upon such a vote shall have the same force and effect as a resolution of the Fellows in general meeting.

Business of the AGM.

- 5** The business of the Annual General Meeting shall be:
- a** to receive and consider the Report of the Council;
 - b** to receive and consider the balance sheet, statement of receipts and expenditure, and other financial statements (if any), and the Auditor's Report.
 - c** to receive and consider reports from Regional Advisory Committees;
 - d** to elect Auditors, and, if so decided, to fix their remuneration;
 - e** to elect a President, Treasurer, The Secretaries, the Secretary (Science Policy), the Secretary (Education and Public Awareness), the Foreign Secretary³⁷ and Ordinary Members of the Council in accordance with the provisions of Chapter III; and
 - f** to transact any other business which may, consistently with the Charter and Bye-Laws, be transacted at a general meeting.

³⁶ 18 September 2003.

³⁷ 18 September 2003.

Notice of special business to be given at least 14 days before the AGM.

6 All business transacted at the Annual General Meeting other than that specified in paragraphs (a) to (f) of the last preceding Section, and all business transacted at a Special General Meeting, shall be deemed special. No special business shall be brought forward at the Annual General Meeting unless at least fourteen days' notice of it has been given in writing to The Secretaries or the Council has approved of its submission to the meeting. No business shall be transacted at a Special General Meeting other than that the general nature of which has been set out in the notice convening the meeting.

Quorum.

7 Fifteen Fellows personally present shall be a quorum for a general meeting. No business shall be transacted unless a quorum is present at the commencement of business.

Chair.

8 The President shall be entitled to take the chair at every general meeting at which he or she is present; but in his or her absence from any general meeting may nominate one of the Vice-Presidents who shall be entitled to take the chair thereat; but if neither of the Vice-Presidents has been so nominated, the Fellows present shall choose a Vice-President, or, if neither of the Vice-Presidents be present, one of the other members of the Council, as Chair of the meeting.

Adjournments.

9 The Chair of a general meeting may, with the consent of the meeting, adjourn it from time to time for an agreed period but no business shall be transacted at an adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place. When a meeting is adjourned for more than six days' notice of the adjourned meeting shall be given to the Fellows; but in case of a shorter adjournment no notice need be given to any Fellow.

Procedures and voting.

- 10** Except as otherwise provided by the Charter or Bye-Laws, all questions before a general meeting shall be decided by a majority of the votes of the Fellows present, the Chair having a deliberative, and, in the case of an equality of voting, a casting vote.
- 11** Every question submitted to a general meeting shall be decided upon the voices or by a show of hands, unless the Charter or Bye-Laws require a ballot, or a ballot is demanded by one of the Fellows present either before the declaration of the result of a vote upon the voices or by a show of hands or immediately thereafter and before the meeting proceeds to the next business.
- 12** A ballot, if so required or demanded, shall be taken in such manner as the Chair of the meeting directs.
- 13** On a show of hands and on a ballot, each Fellow present shall have one vote, subject to Section 10 of this Chapter.

Chapter VI: COMMITTEES

Regional Advisory Committees.

- 1** The Council may from time to time appoint such Committees as it thinks expedient for any of the purposes of the Academy.
- 2** The Council shall appoint Sectional Committees for the purpose of Section 4 of Chapter II of these Bye-Laws, and to advise it generally on sectional matters.
- 3** The Council may appoint Regional Advisory Committees, composed as provided by paragraph (a) of Clause 12 of the Charter. Persons who are not Fellows may be nominated by notice in writing to the Council by a Fellow who has personal knowledge of their qualifications.
- 4** (Repealed)

Terms of membership.

5 The Council shall determine from time to time the terms for which the members of Committees are to hold office and may make rules for the conduct of their proceedings.

Annual report to be considered at the AGM.

6 Chair of each Regional Advisory Committee and of each Standing Committee shall make an annual report to the Council upon its activities for the consideration of the Annual General Meeting of the Academy.

7 A meeting of a committee may be convened at any time by its Chair, and shall be convened by the Chair thereof within thirty days after a requisition for such meeting, signed by any three of its members, or signed by one of The Secretaries, or the Executive Secretary under the direction of the Council, has been received by such Chair. Any such requisition may specify a matter which the Committee concerned is required to consider, and the Committee shall consider the same and make a report thereon to the Council.

8 Each Regional Advisory Committee shall meet at least once in every year.

Chapter VII: GENERAL AND ADMINISTRATIVE

Non-disclosure of Confidential Business

1 Unless otherwise determined by the Council, all business transacted at a general meeting of the Academy, or at a meeting of the Council or any Committee, shall be treated as confidential to the members of the Academy and the other members (if any) of the committee.

Minutes

2 The Council shall cause minutes to be made in books provided for the purpose of all resolutions and proceedings of every general meeting and of every meeting of the Council, and any such minutes if signed by the Chair of the meeting to which they relate or at which they are read shall be received as conclusive evidence of the facts therein stated.

Executive Secretary

3a The Council may appoint an Executive Secretary and determine his or her remuneration and conditions of employment.

b No Fellow shall be appointed to or hold the position of Executive Secretary.

³⁸c The Executive Secretary shall be responsible to the President.

d Subject to paragraph (c) of this Section, and to the directions of the Council, the Executive Secretary shall administer the affairs of the Academy, control its staff, offices and library and have the care of its records and archives. Unless otherwise provided by The Secretaries, the Executive Secretary shall attend the meetings of the Council and of all committees appointed by it and shall take minutes of the proceedings thereof and submit them for the approval of The Secretaries.

Common Seal

4a The Executive Secretary shall be responsible for the safe custody of the Common Seal of the Academy.

b Every instrument to which the Common Seal is to be affixed shall normally be passed and sealed in Council but when urgency demands an instrument may be passed and sealed by order of the President or a Vice-President in the intervals between meetings of the Council. Every such occasion of urgency shall be reported at the next meeting of the Council. Every instrument to

³⁸ 19 June 2002.

which the Common Seal is affixed shall be signed by any two of the Officers of the Academy.

Chapter VIII: REVOCATION OF, AMENDMENTS, OR ADDITIONS TO BYE-LAWS

Each proposal to change or repeal a Bye-Law, or to make a new Bye-Law shall be given to The Secretaries in writing and shall specify exactly the alterations proposed. The next two meetings of Council shall consider the proposed alteration, and Council shall recommend that the alterations be (a) approved or (b) rejected or (c) approved with amendment. Council shall then submit the proposal together with its recommendations to Fellows, either at a Special General Meeting convened as in Chapter V, or by a ballot as Council determines. If the proposed alteration receives the affirmative votes of not less than three-fourths of the Fellows voting as specified in Clause 14 of the Charter, it shall be submitted for the approval of the Governor-General³⁹, and shall take effect from the date of formal allowance as published in the official Gazette of the Commonwealth of Australia.

³⁹ 18 September 2003.

STANDING ORDERS OF THE COUNCIL

I. COMMITTEES OF COUNCIL

(Made 13 December 1978; amended 14 July 1982, 17 October 1984, 8 December 2003, November 2011, February 2014)

1 Application

This Standing Order provides procedures for the establishment and working of all subsidiary bodies of Council. For the purpose of this Standing Order the term 'Committee(s)' will, unless specific exception is made, include all subsidiary bodies of Council which are defined as follows:

Sectional Committee:

A committee, as provided in the Bye-Laws, to advise Council regarding the qualifications of candidates for election to the Academy.

National Committee:

A committee to foster a designated branch of natural science in Australia and to provide liaison with appropriate international scientific bodies.

Conference Advisory Committee:

A committee, under the Standing Orders for the organisation of scientific conferences, to be widely representative of Australian interests in the proposed topic, to define the broad scientific program and outline the arrangements for a scientific conference.

Conference Organising Committee:

A committee, for an individual scientific conference, responsible to Council for the detailed arrangements for such a conference.

Development Advisory Committee:

A committee to oversee the Academy's policy for donations, gifts, sponsorships, bequests, partnerships and all external funding with the exception of project grants.

Standing Committee:

A committee to provide continuing advice on one or more defined aspects of the Academy's activities.

Sub-Committee:

A sub-committee, established for a specific purpose within the province of the parent committee.

Ad Hoc Committee:

A committee established for a short period to discharge a specific task.

Working Group:

A group to discharge a specific task, for example, the preparation of a report.

This Standing Order will apply also to committees, sub-committees and other subsidiary bodies appointed jointly with another institution, to the extent agreed in writing with that institution.

2 Establishment and termination

All committees will be established and terminated by Council.

3 Membership

- a Chairs, who will normally be Fellows, and members of all committees will be appointed by Council.
- b Membership of all committees will be reviewed annually.
- c The Officers of the Academy will be ex officio members of all committees and will receive, on request, the notice papers and agenda for their meetings. Where appropriate, the membership of committees may also include another member of Council to provide liaison and continuity with Council policy.
- d Members of committees other than Sectional Committees will be appointed after taking into account the following:
 - i) the membership (including the Chair) of a committee should usually include at least one Fellow: for a committee of six or more members it should usually include at least two Fellows;
 - ii) the membership of the Development Advisory Committee should usually include at least two Fellows of the Australian Academy of Science, for a committee of five or more members it should include at least three Fellows;
 - iii) representatives of relevant outside bodies will be appointed after consultation between Council and the body concerned to ensure effective liaison with such bodies;
 - iv) the membership of committees will be appropriate to the pursuit of the best interests of Australian science, both internationally and nationally;
 - v) members for all committees except the Developmental Advisory Committee, other than chairs and ex officio members, of all committees will usually be appointed for a term of three years with possible immediate re-appointment for one further term of three years;
 - vi) appointments will be arranged in designated periods so that approximately one third of the members retire each year. In the case of newly formed committees such retirements will begin at the end of the second year;
 - vii) members of the Developmental Advisory Committee will be appointed for a term of four years with immediate re-appointment for one further term of four years only possible in exceptional circumstances;
 - viii) a Chair will usually have served on the committee for at least one year and will be appointed as Chair for a term of three years except for the Developmental Advisory Group whose Chair will be appointed for four years;
 - ix) whenever possible the next Chair of a National Committee and the Development Advisory Committee should be designated one year in advance.
- e The membership of a National Committee and the Development Advisory Committee will not normally exceed eight.
- f As provided in the Bye-Laws, Sectional Committees, composed wholly of Fellows, will be appointed by Council not later than 31 July each year. Council, from time to time with respect to these committees, will:
 - i) determine their number;

- ii) nominate their membership and propose a Fellow, who will not be a member of Council, as Chair. Chairs should not serve for more than two years;
 - iii) provide guidelines if thought necessary;
 - iv) endeavour to ensure that the whole field of the natural sciences is adequately covered by Fellows who are competent to assess the qualifications of candidates.
- g
- i) A Fellow who has been a member of a Sectional Committee for four consecutive years will not be eligible for appointment to that committee for the next year;
 - ii) a casual vacancy on a Sectional Committee may be filled by Council at any time;
 - iii) members of Council will not serve on Sectional Committees.
- h As provided in the Bye-Laws, a Finance Committee will be appointed annually by Council at its first meeting after the Annual General Meeting. It will consist of the Officers and three other members, one of whom will be a Fellow, with the Treasurer as Chair. In the absence of the Treasurer the Committee will elect one of its members to act as Chair for the meeting. The Treasurer will call upon an independent member (the Deputy Chair) to preside over that section of the committee agenda dealing with strictly audit matters.

4 Terms of reference and role of committees

- a Terms of reference for committees will be determined by Council and may be reviewed from time to time on the recommendation of the committee itself, or otherwise, to ensure:
- i) regular and continuing advice to Council on designated fields of natural science and other aspects of the Academy's activities;
 - ii) adequate definition of tasks of the committee;
 - iii) any desired limits or extensions to committee activities.
- b Committees will advise Council on matters within their terms of reference and on other matters referred to them by Council.
- c Where special matters are referred to a committee, Council will provide adequate terms of reference, indicating the extent to which other Academy committees are concerned, relevant timing considerations, and arrangements to be followed for the authorisation by Council of submissions to outside bodies.
- d Committees will be informed of Council policy on relevant aspects of their work, including finance, publication, review of reports, education and public action.

National Committees

- e The functions of a National Committee are to foster a designated branch of natural science in Australia, to serve as an effective link between Australian scientists and overseas scientists in the same field, and to advise Council on these matters. To these ends it will:
- i) provide liaison with appropriate national and international bodies and societies;

- ii) propose and encourage activities in Australia, either jointly with other bodies or separately;
- iii) ensure the maximum participation by Australian scientists in relevant activities of the international body;
- iv) keep the international body informed at appropriate times of Australian opinions and plans.

f National Committees will make recommendations to Council on:

- i) the appointment of voting delegates and, where the rules of the international body allow, additional or alternate delegates to international meetings;
- ii) instructions for the delegate(s), having considered the agenda of the relevant international meeting;
- iii) nominations of Australian scientists for office in international bodies.

Finance Committee

g As provided in the Bye-Laws the primary function of the Finance Committee is to act as an agent of and an advisory body to Council in relation to financial management, risk management, statutory accountability and audit and financial statement related matters. Its responsibilities, as defined in the Finance Committee Charter, are to inform Council on matters within the Committee's authority, and to provide advice to Council on outcomes and policies relating to these specified areas.

Development Advisory Committee

h The functions of the Development Advisory Committee are to oversee the Academy's policy for donations, gifts, sponsorships, bequests, partnerships and all external funding with the exception of project grants. To these ends it will: consider whether acceptance would constitute: a breach of any obligation under relevant legislation; involve unacceptable risk of damage to the Academy's reputation; be incompatible with the purposes or the strategic objectives of the Academy; be consistent with the general ethos and any specific ethical policy of the Academy; create undue additional costs or burdens for the Academy.

5 Declaration of interest

When offered appointment, and at other appropriate times during a committee's work, the members will be asked by Council to identify any aspect of the work of the committee that relates to their own pecuniary or professional interest. Such declarations will be made available, at the discretion of Council, to other members of the committee.

6 Reports to Council

a The Chair of each committee will make an annual report to Council on the work of the previous year by 15 January covering:

- i) a list of meetings held, and business transacted, with reference to minutes previously submitted to Council;
- ii) meetings of relevant outside bodies, including those of related international unions or other organisations, with details of the Academy's representation at, and contributions to, such meetings;
- iii) in the case of National Committees, office held by Australians in the relevant international body;

- iv) details of the principal issues or activities of the committee during the year and their current standing;
 - v) recommendations for continuing Academy activities;
 - vi) proposals for future activities;
 - vii) recommendations as to membership of the committee including representatives of outside bodies;
 - viii) an appropriate budget for the year starting 1 July.
- b Reports of sub-committees and other subsidiary bodies should be made through the parent committee.
 - c Annual reports will be reviewed before presentation to Council as follows:
 - i) National Committees, by The Secretaries concerning activities within Australia and collaboration with other national bodies and by the Foreign Secretary regarding liaison with inter-national bodies;
 - ii) all other committees by The Secretaries.

Matters of special note will be drawn to the attention of Council. Annual reports may be considered at the Annual General Meeting.

- d Finance Committee, through the Chairperson, reports to Council after each Committee meeting. Minutes of all Committee meetings are circulated to Council with the papers.

7 Finance

Committees may incur expenditure only within budgets previously approved by Council.

8 Method of working

- a The work of committees will usually be carried out by their members, coordinated by correspondence and meetings where necessary (see section 9a below). Members of committees will serve in an honorary capacity.
- b Where the activities of a committee require the appointment of staff or paid consultants (including writers or editors), recommendations for such appointments will be made to Council. In the case of staff appointments, these will be subject to the Conditions of Employment for staff of the Academy.

9 Meetings

- a A meeting of a committee may be convened (subject to the provisions of section 7 above and section 9b below) by its Chair at any time and will be convened within 30 days of the Chair receiving a requisition for a meeting. Such a requisition may be signed by any three committee members, one of the Secretaries, or the Executive Secretary under the direction of Council. A requisition may specify a matter which the committee is required to consider. In that case, the committee will consider it and make a report to Council.
- b The Chair of a committee will consult the Executive Secretary on the convening, timing and financial provisions for a meeting and will ensure that the Secretaries receive a notice paper not later than 14 days before the date of the meeting.
- c Meetings of committees will be held where practicable in Canberra. They may be held elsewhere, including in association with meetings of national scientific societies, if it is significantly cheaper to do so.

- d The Executive Secretary, or a member of the Academy's staff appointed by the Executive Secretary, will act as Secretary and attend all meetings of a committee.
- e As provided in the Bye-Laws, the Finance Committee will meet at least twice in each year, provided that a meeting need not be held if all members of the committee who are in Australia at the time so agree in writing. Members may be convened by the Treasurer or either of The Secretaries. A quorum shall be three, including one member who is not an Officer.
- f Formal meetings of the Development Advisory Committee will be held at least once per annum.

10 Confidentiality

In accordance with the Bye-Laws, all business transacted at a meeting of any committee of the Academy will be treated as confidential to the members of the committee, unless otherwise determined by Council. Notwithstanding the foregoing provision, representatives of outside bodies should keep the members of the bodies that they represent informed of the work of the committee concerned.

11 External action

- a Formal communications and public statements relating to the work of committees will be channelled through Council. Chairs and members of committees will not communicate directly with external bodies concerning action by the Academy or proposed action by such external bodies, with the following provisos:
 - i) that, in the following matters, international communications will be made through the Foreign Secretary of the Academy:
 - a) notifications of membership of Australian National Committees;
 - b) invitations to international bodies to hold meetings in Australia;
 - c) major policy matters or any financial commitment;
 - d) matters on which it is desired that an opinion carrying the full weight of the Academy be expressed
 - e) nominations of Australians for office in related international bodies;
 - ii) that, on any other matters which do not involve a major commitment for Australia or the Academy, the Chair may communicate directly with the related international union or organisation

II. PUBLICATION POLICY

(Made 14 July 1977; amended 8 December 2003.)

1 General

- a Academy activities should be reflected in appropriate publications, produced as described below, unless specific exception is made, and should maintain a standard of excellence appropriate to the Academy.
- b Publications may comprise or contain material not directly arising from Academy activities, but which is considered to be relevant to the achievement of the Academy's objectives.
- c The term 'publication' refers to printed material and other media.

2 Content

- a The content of publications should reflect the terms of reference and other guidelines provided by Council for those responsible for planning the Academy's activities.
- b In the case of reports of an investigatory nature, procedures and guidelines adopted by Council for their review should be observed.

3 Presentation and design

- a The presentation and design of publications may vary, appropriateness of format being preferred to strict uniformity, although attention should be given to the development of consistency of presentation. Illustrations should be used appropriately for text and covers.
- b The presentation of the same material in different forms as a means of increasing both the extent of dissemination and the range of readership on individual topics should be retained as an option.

4 Style

Guidelines on style should be adopted as a contribution to excellence of production.

5 Production

Economy in production should be actively sought and, in particular, an increase in demand to secure lower unit costs and selling prices.

6 Timing

Planning and procedures should be developed to ensure that all publications are produced with the minimum of delay, especially those resulting from symposia and conferences.

7 Promotion

The Academy's publications should be promoted actively to secure the widest possible circulation in Australia and overseas.

8 Financial aspects

- a The publication program should be managed to ensure that it is financially self-supporting, although Academy policy considerations may lead to individual publications being distributed free or sold at a loss.
- b The prime purpose of Academy publications is to disseminate scientific knowledge. If this is achieved effectively the number of copies required will normally exceed the financial break-even point.

III. CONDUCT OF MEETINGS OF THE COUNCIL

(Made 24 June 1955; amended 11 December 1964, 8 December 2003.)

1 Dates of meeting

These will be determined for the ensuing year at the last (March) meeting of each Council. The dates so determined will not be altered subsequently, save for grave reason such as probable lack of a quorum; any such alteration will be made only upon the order of the Chair of the projected meeting.

2 Agenda

These will be prepared by The Secretaries. The order of business will be:

- a Approval of the minutes of the previous meeting.
- b Matters arising from the minutes.
- c Actions required by the Bye-Laws.
- d Items of business put forward by Officers.
- e Items put forward by members and of which brief outlines have been received at the office of the Academy at least 14 days before the meeting accompanied by a statement of any action to be proposed. Items accompanied by recommendations for specific action will take precedence over items for which only discussion is proposed.
- f Report of any action taken by the Officers in anticipation of approval by the Council.

3 Notice to members of business to be considered

The agenda will be sent to all members at least ten days before a meeting. A supplementary agenda, containing items covered by section 2d-f above, may be sent to members four days before the meeting.

4 Minutes

Draft minutes approved by The Secretaries will be presented at the following meeting of Council for approval.

5 Suspension of Standing Orders for the conduct of meetings of Council

These orders may be suspended during a meeting for any portion of that meeting, provided such suspension is formally proposed and seconded and is agreed to by at least three-fourths of the members present.

IV. TRAVELLING EXPENSES

(Made 7 October 1955; amended 22 February 1957, 3 April 1959, 14 February 1964, 17 March 1967, 16 October 1975, 13 December 1990, 8 December 2003.)

1 Application

This Order will apply only when travel is authorised by Council, an Officer or the Executive Secretary and when the claimant has travelled exclusively on Academy business.

Unless otherwise determined by Council, fares and either overnight or meal allowances will be paid for attendance at Annual General Meetings, meetings of Council, meetings of Officers and Executive Secretary, and meetings of Standing Committees.

2 Fares

Economy class airfares or first-class rail fares may be paid together with transfers (taxi, bus or parking) to and from terminals. Travel by the claimant's

own car may be paid for at a rate determined by Council from time to time, provided the cost does not exceed the economy airfare.

Notwithstanding the above paragraph, first-class or business class airfares may be paid on the decision of an Officer.

3 Overnight and daily allowances

Costs of accommodation and meals may be paid for nights spent away from home within Australia on Academy business when it is not possible to travel to and from an event on the same day, but excluding any night spent in transit. Such travel expenses claims may be paid within limits set by Council and based on the Australian Taxation Office Reasonable Allowances amounts.

For overseas travel, expenses may be paid based on the Australian Taxation Office Reasonable Allowance amounts.

4 Meal allowance

While absent on Academy business and when no overnight allowance is payable, reimbursement may be sought for the cost of meals within limits set by Council and based on the Australian Taxation Office Reasonable Allowances amounts.

V. CONDITIONS OF EMPLOYMENT

(Made 16 November 1955; amended 17 October, 5 December 1979, 17 October 1984, 26 June 2003.)

Because of its length the Standing Order is not printed here. Copies are supplied to members of staff and are available on request.

VI. ADMINISTRATIVE ARRANGEMENTS

(Made 7 October 1960; amended 20 July 1962, 10 June 1971, 12 July 1989, 8 December 2003, 2 December 2010.)

- 1 Trust funds and similar endowments administered by the Academy will be levied.
 - a For larger funds, as defined by Council from time to time, 1.5 per cent of the value of the fund, including accumulated income, at the end of the preceding financial year, or
 - b For smaller funds 1.75 per cent of the value of the fund.
- 2 The fund will receive a return each year based upon the capital and accumulated income in the fund and on the interest rate calculated on the basis of the Academy's percentage return on its investment portfolio in the same year.

VII. SCIENTIFIC CONFERENCES

(Made 15 February 1963; amended 11 December 1964, 20 March 1968, 14 February 1969, 3 December 1970, 12 February 1971, 15 September 1972, 20 February 1976, 13 April 1978, 15 July 1981, 17 February 1983, 11 July 1984, 22 October 1986, 8 December 2003.)

1 Application

This Standing Order is to be observed for all conferences sponsored by the Academy.

2 Sponsorship

In considering whether or not to grant Academy sponsorship to a proposed scientific meeting Council will be influenced by some or all of the following factors:

- a Contribution to the advancement of scientific knowledge.
- b Appropriateness of timing in relation to the international status of the subject.
- c Importance of the subject for the development of Australia in relation to national or regional problems.
- d Scale and scientific quality of Australian work.
- e Stimulation of Australian work.
- f Number and quality of overseas scientists likely to attend.
- g Other benefits to Australia or Australian science.

3 Support for sponsored conferences

In granting sponsorship to a conference, the Academy gives general approval to the scientific content of the conference but takes no responsibility for its organisation or financing. Assistance with specific aspects of the conference may be provided as described in sections 5 to 8 below. Council will nominate at least one member of the committee responsible for the scientific program of the conference.

4 Procedures

- a Council should be informed of tentative proposals as early as possible.
- b Proposals should normally be made to the Council through a National or other Academy committee.
- c Council recognises that for some international meetings the 'intention to invite' may have to be foreshadowed many years in advance. In such cases the advice of Council should be sought before any action is taken which may later involve the Academy. If substantial financial support, including a Commonwealth grant is required, an invitation can only be made conditionally unless prior guarantees have been received.
- d When a definite request for sponsorship is made to Council the following details should be given:
 - i) reasons for sponsorship (see section 2 above);
 - ii) outlines of the scientific scope of the meeting and the supporting programs;
 - iii) estimated number of the participants from Australia and from overseas. If there is to be any differentiation in status of the participants (eg, observers), this should be indicated;
 - iv) organisational arrangements;
 - v) proposed Budget;
 - vi) proposed publication arrangements (see section 5 below).

5 Publications of proceedings

Where it is appropriate that proceedings of a sponsored conference should be published, the Academy may undertake direct publication with the agreement of and on terms to be agreed with the organising committee.

6 Financial arrangements

Council may approve bridging loans to sponsored conferences, from the Conference General Reserve, in specific cases and under terms to be approved individually by the Treasurer.

7 Donations

The Academy may accept donations towards the scientific aspects of sponsored conferences under the Academy's tax deductibility arrangements, subject to specific conditions including Council's prior written approval for the use of the funds so accepted.

8 Visas

Where sponsored conferences come within the purview of the International Council of Scientific Union's Rules for the Free Circulation of Scientists, the Academy will assist the organising committees of sponsored conferences in the application of those rules, in the obtaining of visas for bona fide scientists wishing to participate in sponsored conferences, and in liaison on these matters with the Department of Foreign Affairs.

9 Independent action and public statements

Formal communications and public statements related to the conference, other than about the program and participants of a conference, will only be made with the Academy's prior approval.

VIII. CONFIDENTIAL ARCHIVES

(Made 23 March 1966.)

1 Application

This Order applies to the following material which will be designated the Confidential Archives of the Academy:

- a Referees' opinions of former candidates for election to Fellowship.
- b Personal records prepared and submitted by Fellows.
- c Such other material as may be designated from time to time by the Council.

2 Access

- a No person will have access to the Confidential Archives referred to in section 1a above until after the death of the subject.
- b No person except the subject will have access to the Confidential Archives referred to in section 1b above until after the death of the subject.

- c Subject to paragraphs a and b of this section, access to Confidential Archives may be granted only by approval of Council, limited in each case as Council may think fit.

IX. ADMINISTRATIVE ARRANGEMENTS FOR SCHOOL SCIENCE PROJECTS

(Made 10 September 1981; amended 8 December 2003.)

Council is aware that individual school science projects, from inception to completion, span several years and that the feasibility of the original proposal may not have been fully tested when the project is approved. Timing, publication proposals and financial provisions may subsequently require modification. The following arrangements have been designed to ensure the orderly progress of projects and that proposals for necessary modifications are dealt with effectively, flexibly and quickly.

For any school science project, or similar activity, established by Council the following arrangements will apply:

1 Project Committee

- a A Project Committee (the Committee) will be established by Council with terms of reference that specify:
 - i) the nature, extent and timing of the project or activity;
 - ii) the expected product(s) of the activity;
 - iii) any follow-up activities to be undertaken in conjunction with, or following the completion of the main activity;
 - iv) the Committee's management responsibilities for the activities defined in paragraph a (i-iii) of this section.
- b Thereafter the Committee will be responsible to Council for:
 - i) carrying out its terms of reference within the approved timetable;
 - ii) preparing a detailed timetable for the project and submitting it to Council for approval;
 - iii) revising the timetable if required by events, and resubmitting it to Council;
 - iv) reporting to Council on each of its meetings (paragraph d of this section);
 - v) providing direction to the Project Director;
 - vi) submitting annual budgets to Council, and requesting variations in such budgets whenever necessary;
 - vii) preparing, in consultation with the Project Manager and the Publications Manager, an assessment of the publishing aspects of the project in the form approved by Council and submitting it to Council;
 - viii) keeping all approved publications proposals under review and seeking Council's prior agreement to any departure from the approved content, extent, timing or cost;
 - ix) authorising material for publication, in accordance with approved proposals.
- c The Committee will meet as often as necessary (normally at least twice yearly) to keep under close review:

- i) the progress of each of the project activities;
 - ii) any changes in extent or timing of these activities;
 - iii) the progress of authorised publications and any changes from the plan;
 - iv) the financial implications of such changes;
 - v) the project's budget for the current and future years.
- d The Committee will report to Council through the minutes of its meetings, on the matters for which it is responsible (paragraphs b and c of this section).

2 Project Director

For any project for which a Project Director, Supervising Editor, Project Officer, Consultant or similar staff member is appointed, they will be subject to the direction of the Project Committee and responsible to the Project Manager for:

- i) the development of the project within the approved extent and timing including publications resulting from it, in the latter case in collaboration with the Publications Manager;
- ii) writing, collecting from other authors, and editing material for publication, within the specification in the publications' proposal(s) approved by Council;
- iii) supervising and directing writing, re-writing, editorial and other tasks assigned by the Project Committee (with the approval of Council) to other authors and editors;
- iv) obtaining suitable illustrative material for approved publications and, in consultation with the Publications Manager, supervising the preparation of the necessary artwork;
- v) carrying out or supervising other tasks associated with the project as may be approved from time to time by Council, on the recommendation of the Project Committee;
- vi) supervising, directing and reporting on the work of such other project staff, including field officers, editors or consultants as may be approved from time to time by Council, on the recommendation of the Project Committee; and
- vii) keeping the Chair of the Project Committee and the Project Manager closely informed of the progress of all work for which they are responsible and for advising them without delay of any likely departures from approved timing, extent and costs of the project and its associated publications.

3 Publications Manager

The Publications Manager will be responsible to the Executive Secretary for:

- a advising and collaborating with the Project Committee in developing the concept of the publication or publications to be produced by the committee including the format and related matters;
- b consulting with and advising the Project Committee on the preparation of publications proposals for submission to Council, and in the preparation of any supplementary proposals;
- c preparing detailed costings for planned publications on the basis of the best information available at the time, including information on student numbers and other advice from the Project Committee and its Director, and for including these costings in the Academy's budget estimates;
- d maintaining continuing liaison with the Project Committee, project staff and editorial groups during the development of the material, including

participation as necessary in meetings of the Project Committee or editorial groups;

- e keeping the committee and staff of the project, the Publications Management Committee and the Project Manager informed of the schedules for the production of publications associated with the project, of the details of costing and prices and of all potential or actual departures from approved timing, extent and costs of these publications;
- f collaborating with the Project Committee in the production and dissemination of material promoting the individual publications resulting from the project; and
- g the publication of authorised material within the approved specifications and financial limits, subject to the supervision of the Publications Management Committee.

4 Project Manager

A Project Manager will be nominated and will be responsible to the Executive Secretary for:

- a ensuring that the approved program of the Project Committee is executed in accordance with the directions of Council;
- b communicating to the Project Committee the policies and specific decisions of Council concerning the project;
- c acting as secretary to the Project Committee; and
- d reporting to the Executive Secretary on the progress of the project and on any departures from the authorised plan as to content, extent or timing, and the financial implications of such departures.

X. INVESTMENT POLICY

(Made 14 July 1999; amended 8 December 2003, January 2006, 31 October 2012)

- 1 The Academy's goal is to build a secure financial base through the long-term growth of an investment portfolio, and to provide annual income for current activities. This policy provides for the investment of the Academy's financial assets.

2 Asset Selection

The Academy's funds may be invested:

- a in the purchase, or upon mortgage, of land of any tenure in any State or Territory; and
- b in the purchase or subscription of (including the purchase of rights to subscribe for) the shares, stock, and other securities and obligations of any company listed, or listing, on the Australian Stock Exchange or any other stock exchange approved by Council from time to time, subject to the procedures and rules below; and
- c in interest-bearing securities, debentures, notes, bills, hybrid securities, cash funds or deposits issued or managed by an organisation endorsed for the purpose by Council with the advice of the Finance Committee; and

- d in any Trust or Fund, listed or unlisted, investing in any financial instrument in Australia or overseas, subject to approval of each Trust by Council.
- 3 The Academy currently holds a significant part of its financial assets directly or indirectly in the form of equities, with the object of securing long-term capital growth. The balance of the portfolio may be placed in interest-bearing investments of various terms in approved institutions and companies. The proportion of the Academy's funds going into each broad class of assets will be decided by Council after advice from the Finance Committee. The proportion of the Academy's funds invested or held by a specific company or institution across all asset classes will also be decided by Council after advice from the Finance Committee.
- 4 The Academy does not invest directly in property except for its own use.

5 Interest-Bearing Securities

Holdings of interest-bearing investments will be limited to:

- a Commonwealth Government guaranteed securities, with no limit on holdings;
- b State and semi-government approved institutions with State government guarantees but with no Commonwealth Government guarantee – with a maximum of 20 per cent of the face value of the interest-bearing portfolio in any one institution;
- c Approved Australian banks authorised by Council (List A), and institutions with credit ratings of at least A+(for long term investments) and A-1 (for short term investments) – with a maximum of 20 per cent of the face value of the interest-bearing portfolio in any one institution;
- d Industrial companies authorised by Council on the recommendation of the Finance Committee which have similar credit ratings to those above, with a maximum of 20 per cent of the face value of funds invested in interest-bearing securities to be invested in any one stock. The total of all investments in this category will not exceed 30 per cent of the interest-bearing portfolio;
- e All Hybrid securities provided by blue-chip Australian companies (ASX 100) with a maximum of 20 per cent of the face value of funds invested in interest-bearing securities to be invested in any one stock. The total of all investments in this category will not exceed 30 per cent of the interest-bearing portfolio. All references to maximum proportions of funds to be held in any sub-class of investments will apply at the time a decision to purchase is made.

6 Finance Committee

The role of the Finance Committee is established by Bye-Law III 13. Its powers include advising Council on investments. Without limiting the generality of the provisions of Bye-Law III 13, Council will seek the advice of the Committee on:

- a the institutions and companies to be placed on or removed from List A;
- b the proportion of the Academy's funds to be allocated to the various classes of assets; and
- c the strategy for, and particular decisions about, the purchase or sale of investments, subject to section 7 below.

7 Approval of Purchases and Sales

- a Purchase or sale of investments may be made by the Treasurer after advice from the Finance Committee. All such purchases will be reported to Council.
- b Between meetings of the Finance Committee, the Treasurer and the President, or, in the case that either is unavailable, the Treasurer or President and one other member of the Finance Committee, may agree to individual purchases or sales of investments other than those specified in paragraph c of this section up to a maximum value of \$250,000 each with a limit of \$1,000,000 for the total of all such purchases or sales between meetings of the Executive Committee which may authorise additional purchases or sales.
- c The Treasurer or President acting alone, or, in the case of their unavailability, any other Officer, may authorise the purchase of interest-bearing investments from the proceeds of the maturing of an investment, subject to the restrictions provided in sections 5 above. For practical reasons this may be delegated to the Chief Executive or Business Manager and authorised retrospectively.

XI. BODEN RESEARCH CONFERENCES

(Made 23 October 1980; amended 27 May 1981, 16 October 1985, 6 July 1994, 14 December 1994.)

Whereas Dr A Boden AO FAA, Governing Director of Hardman Australia Pty Ltd and of Science Press, has placed at the disposal of the Academy the means of establishing an annual series of research conferences in the biological sciences commencing in 1981, the following regulations are adopted:

- 1 There will be a series of specialist research conferences in biology, to be called the Boden Research Conferences.
- 2 Each year invitations will be issued to all relevant scientific societies to propose topics for the Boden Conferences. The committee referred to in section 3 below may also initiate proposals. Proposals should be in the following form:
 - a a tentative program, with the names of possible participants;
 - b a brief statement concerning the aims, value and timeliness of such a program, including an indication of support from the local scientific community and of the importance of the program for Australian science;
 - c the names of joint organisers;
 - d a proposed budget.
- 3 Council, after receiving advice from a committee appointed for the purpose, may select proposals for any one year and appoint:
 - a the sponsoring scientific society, or societies; and
 - b the organisers.
- 4 The organisers of the approved conferences will be responsible for the organisation of the conferences, and the sponsoring scientific society(ies) will receive, administer and be accountable to Council for the sum allocated to the meeting.
- 5 Council will establish a fund for the purpose of supporting the Boden Research Conferences, with authority to accept contributions from sources other than the gift by which the fund is to be established in the first instance.

- 6 While the fund remains in excess of \$100,000 charges on the fund for administration will not exceed 2 per cent of the fund in any financial year, and interest accruing will be credited to the fund.

XII. ELIZABETH AND FREDERICK WHITE RESEARCH CONFERENCES

(Made 22 October 1986; amended 17 December 1996, amended 2 April 2009.)

Whereas the late Lady (Elizabeth) White MBBS, and the late Sir Frederick White FAA FRS, have placed at the disposal of the Academy the means of establishing a series of research conferences in the physical and mathematical sciences related to the solid earth, the terrestrial oceans, the earth's atmosphere, solar-terrestrial science, space sciences and astronomy, commencing in 1987, the following regulations are adopted:

- 1 There will be a series of specialist research conferences to be called the Elizabeth and Frederick White Research Conferences, with the purposes of:
 - a advancing at the most fundamental level the understanding of the chosen subject;
 - b endeavouring to introduce to Australian research a new aspect or new direction not hitherto undertaken;
 - c encouraging the participation of overseas scientists.
- 2 Council will maintain a capital fund for the purpose of providing seed money for the Elizabeth and Frederick White research conferences with authority to accept contributions from sources other than the gift by which the fund was established in the first instance.
- 3 Charges on the fund for administration will not exceed 2 per cent of the fund in any financial year. Interest accruing will be credited to the Fund.
- 4 Each year invitations will be issued to all relevant scientific organisations and societies to propose topics for these conferences. The committee referred to in section 5 below may also initiate proposals. Proposals should be in the following form:
 - a a tentative program, with the names of possible participants;
 - b a brief statement concerning the aims, value and timeliness of such a program, including an indication of support from the local scientific community and of the importance of the program for Australian science;
 - c the names of two joint organisers;
 - d a proposed budget;
 - e a formal undertaking from the two joint organisers that on acceptance of their proposal by Council the conference will be called an Elizabeth and Frederick White Conference and advertised as such.
- 5 Council, after receiving advice from a committee appointed for the purpose, may accept one proposal.
- 6 The organisers of the approved conferences will be responsible for the organisation of the conferences, and the sponsoring scientific organisation(s) will receive, administer and be accountable to Council for the sum allocated to the meeting.
- 7 At any time after the expiration of ten years from the date when this Standing Order is made the Council may from time to time review the purpose of the Conferences in the light of conditions and needs then existing and, if thought fit, may amend the purpose of the Conferences in such a manner as it will in its absolute discretion consider appropriate provided that such amended purpose will assist in the advancement of science.

XIII. THE FENNER CONFERENCES ON THE ENVIRONMENT

(Made 21 October 1987; amended 12 July 1989.)

Whereas Professor FJ Fenner AC CMG MBE FAA FRS, and Mrs Fenner have placed at the disposal of the Academy the means of establishing a series of conferences on issues in the conservation of the natural environment in Australia and its environs, the following regulations are adopted:

- 1 There will be a series of conferences, to be called the Fenner Conferences, with the purpose of bringing together those with relevant scientific, administrative and policy expertise to consider current environmental and conservation problems in Australia, and thereby contributing to the formation of policies which can alleviate some of the environmental problems that confront Australia.
- 2 Each year invitations will be issued to all relevant scientific societies and research institutions in Australia to propose topics for these Conferences. The committee referred to in section 3 below may also initiate proposals. Proposals should be in the following form:
 - a a tentative program, with the names of possible participants;
 - b a brief statement concerning the aims, value and timeliness of such a program, including an indication of support from the local scientific community and of the importance of the program for the conservation of Australia's natural environment;
 - c the names of two joint organisers;
 - d a proposed budget.
- 3 Council, after receiving advice from a committee appointed for the purpose, may select one proposal for any one year and appoint:
 - i) the sponsoring organisation, or organisations;
 - ii) the organisers.
- 4 The organisers of the approved conferences will be responsible for the organisation of the conferences, and the sponsoring scientific organisation(s) will receive, administer and be accountable to Council for the sum allocated to the meeting.
- 5 Council will establish a fund for the purpose of supporting the Fenner Conferences, with authority to accept contributions from sources other than the gift by which the fund is to be established in the first instance.

XIV. SELBY FELLOWSHIP

(Made 9 October 1959; amended 16 February 1968. Re-written 9 December 1976.)

Commencing in 1959, HB Selby Australia Ltd placed at the disposal of the Academy the means of establishing a junior research fellowship to be known as the Selby Fellowship. The Fellowships were normally awarded every second year to young overseas graduates of high promise and proven capacity for research to undertake a year's work in a laboratory of a university or other research institution in Australia.

Beginning in 1977, and in recognition of the greater availability of junior fellowships to enable promising overseas scientists to undertake research in Australia and of the need to provide an increased exchange at a more senior level, the donors and the Council have agreed to alter the awards to senior short-term fellowships to enable distinguished overseas scientists to undertake public lecture/seminar tours and to visit scientific centres in Australia. Accordingly, the following regulations are adopted:

- 1 There will be a Selby Fellowship to be awarded to distinguished overseas scientists to enable them to undertake public lecture/ seminar tours and visit scientific centres in Australia.
- 2 The Fellowship will be awarded by the Council of the Academy on the recommendation of a committee appointed by Council.
- 3 The Fellowship will be tenable for visits to Australia of between two weeks and three months duration and will normally be awarded once a year.
- 4 The following expenses will be provided in connection with the Fellowship:
 - a direct return airfares between the Fellow's city of residence and Australia;
 - b airfares within Australia for an itinerary approved by Council;
 - c a daily allowance at the rate determined by Council from time to time for Fellows of the Academy;
 - d such expenses incidental to the award as will be approved by Council.

XV. GEOFFREY FREW FELLOWSHIP

(Made 3 December 1970.)

Whereas Mr GSV Frew, Chairman of Varian Techtron Pty Ltd, has personally donated \$25,000 to the Academy for the purpose of endowing fellowships to enable distinguished overseas scientists to participate in the Australian Spectroscopy Conferences and to visit scientific centres in Australia, the following regulations are adopted:

- 1 There will be a Geoffrey Frew Fellowship to be awarded to distinguished overseas scientists to participate in the Australian Spectroscopy Conferences and to visit scientific centres in Australia.
- 2 The Fellowship will be awarded and the length of tenure determined by the Council of the Academy on the recommendation of the relevant National Committee.
- 3 The Fellowship will be tenable for visits to Australia of not less than two weeks and not more than three months.
- 4 The following expenses will be provided for the Fellow:
 - a direct return airfares between their city of residence and Australia;
 - b airfares within Australia for an itinerary approved by Council;
 - c a daily allowance at the rate determined by Council from time to time for Fellows of the Academy.
- 5 The sum referred to in the preamble will be paid into a Geoffrey Frew Fellowship Fund and will be invested in such manner as the Council will from time to time decide.
- 6 The income of the Fund will be available for the expenses of the Fellowship. Council may from time to time decide to add accumulated income to the capital of the fund.

XVI. RUDI LEMBERG TRAVELLING FELLOWSHIP

(Made 18 February 1977; amended 20 October 1977, 11 December 1991.)

Whereas Mrs Hanna Lemberg has donated \$50,000 to the Academy for the purpose of endowing a travelling fellowship to commemorate the contributions of Professor MR Lemberg FAA, to science in Australia, such Fellowship to be awarded to overseas and Australian scientists of standing to visit scientific centres in Australia and deliver lectures and to be known as the Rudi Lemberg Travelling Fellowship, the following regulations are adopted:

- 1 There will be a Rudi Lemberg Travelling Fellowship to be awarded to overseas or Australian scientists of standing to visit scientific centres in Australia and to deliver lectures. The Fellow may be drawn from any field of biology but special consideration should be given to those areas in which Professor Lemberg had an especial interest, namely biochemistry, conservation and the Australian flora. The purpose of the fellowship is (a) to enable overseas scientists of standing to visit Australia, and while based primarily at one centre, to visit other scientific centres in Australia, to deliver lectures and where appropriate, to deliver lectures to the general public; (b) to enable Australian scientists of standing to spend a similar period within Australia away from their own institutions visiting scientific centres, delivering lectures and, where appropriate, delivering lectures to the general public.
- 2 The Fellowship will be awarded and the length of tenure determined by the Council of the Academy on the recommendation of a Lemberg Travelling Fellowship Committee which will be appointed by Council from time to time and will include two members nominated by the Australian Society for Biochemistry and Molecular Biology, Inc.
- 3 The Travelling Fellowship will be tenable for visits to and within Australia of not less than two weeks.
- 4 The following expenses will be provided:
 - a for overseas Fellows, direct return airfares between their city of residence and Australia;
 - b airfares within Australia for an itinerary approved by Council;
 - c such expenses incidental to the award as will be approved by Council.
- 5 The sum referred to in the preamble will be paid into a Rudi Lemberg Travelling Fellowship Fund and will be invested in such manner as the Council will from time to time decide.
- 6 The income of the Fund will be available for the expenses of the Fellowship. Council may from time to time decide to add accumulated income to the capital of the Fund.
- 7 At any time after the expiration of 25 years from the date when this Standing Order is made the Academy may from time to time review the purpose of the Fellowship in the light of conditions and needs then existing and, if thought fit, may amend the purpose of the Fellowship in such manner as it will in its absolute discretion consider appropriate provided that such amended purpose will assist in the advancement of science and will be appropriate to ensure the continuance of the Fellowship as a commemoration of the scientific work of Professor Lemberg.

XVII. GRAEME JAMES CAUGHLEY TRAVELLING FELLOWSHIP

(Made 5 July 1995; reviewed and amended 3 December 2009, 31 October 2012, 13 November 2013.)

Whereas it was the desire of Council in 1995 to collaborate with the CSIRO Division of Wildlife and Ecology, the Australasian Wildlife Management Society and the New Zealand Crown Research Institute Manaaki Whenua-Landcare Research to commemorate the work of Graeme James Caughley FAA, by promoting research in ecology and its practice in wildlife management, the following regulations are adopted:

- 1 The Graeme Caughley Travelling Fellowship is to be awarded to an ecologist resident in Australia or New Zealand to visit scientific centres in countries outside of the Fellow's own country to deliver lectures. The Fellow may be drawn from the field of ecology but special consideration should be given to those areas in which Graeme Caughley had an especial interest, namely population ecology of wildlife

and/or its scientific management. The purpose of the Fellowship is to enable Australasian ecologists to spend a period away from their own institutions and to share their expertise with scientists in other countries.

- 2 The Graeme Caughley Fund (the Fund) was set up by the Academy in 1995 to receive donations resulting from an appeal conducted for the above purposes of the Award. The Fund is invested in such a manner as Council does from time to time decide.
- 3 In 2011 the Fund was augmented with monies donated to the Academy between 1983 and 1987 by the late Dr Phyllis Nicholson to honour the memory of her husband, Dr AJ Nicholson, a Foundation Fellow of the Australian Academy of Science and a former Chief of the CSIRO Division of Entomology, and to assist young biologists to travel overseas for further training and experience.
- 4 The Fellowship is awarded, and the length of tenure determined, by Council after advice from a Graeme Caughley Travelling Fellowship Committee, which is appointed by Council from time to time and is chaired by a Fellow of the Academy, expert in a discipline appropriate to the purposes of the Award.
- 5 Income accruing to the Fund is retained within the Fund and distribution of income and/or capital for the expenses of the Fellowship is made at the discretion of the Council after receiving advice from the Committee.
- 6 All expenses of administering the Fund and all expenses incurred in making the award are to be met from the Fund.
- 7 After a period of ten years from the date of this Standing Order Council may again review the award.

XVIII. COLLABORATION WITH THE AUSTRALIAN ASSOCIATION FOR THE WEIZMANN INSTITUTE OF SCIENCE

(Made 27 May 1981.)

Whereas it is the desire of Council to collaborate with the Australian Association for the Weizmann Institute of Science (the Association) in promoting collaboration between scientists in Israel and in Australia, and in particular between Australian scientists and the Weizmann Institute of Science, and whereas the Association has provided an endowment for this purpose, the following regulations are adopted:

- 1 There will be a fund set up by the Academy known as the Weizmann Institute Fund (the Fund), to receive donations for the above purpose.
- 2 An Advisory Committee will be appointed by the Council of the Academy after consultation with the Board of Management of the Association to advise Council on the use of the Fund.
- 3 Grants from the Fund may be made by the Council of the Academy after receiving advice from the Advisory Committee.
- 4 Grants from the Fund may be made in any field of the natural sciences.
- 5 Applications for grants from the Fund will be solicited by Australia-wide advertisements in newspapers and other appropriate media.
- 6 All expenses incurred in making the grants, including for meetings of the Advisory Committee and for administrative expenses, will be met from the Fund.
- 7 Interest accruing to the Fund will be retained within the Fund.

XIX. 25TH INTERNATIONAL GEOLOGICAL CONGRESS FUND

(Made 8 December 1977.)

Whereas Council has established a fund to be called the 25th International Geological Congress Fund (referred to hereafter as 'the Fund') to comprise the balance remaining in the account of the 25th International Geological Congress, the income and capital of the Fund may be disposed of as follows upon the decision of Council, having received advice from a Committee (referred to hereafter as the 'Fund Committee') to be appointed annually by Council after consultation with the relevant National Committee and the President of the Geological Society of Australia.

- 1 The income of the Fund will be devoted to the support of scientific meetings, other than international congresses, and public lectures to be held in Australia and within the area of the Earth Sciences, except that in the year in which an International Geological Congress is held, the annual income from the Fund will be devoted towards making awards to assist promising geologists from Australia and New Zealand to attend the Congress.
- 2 The capital of the Fund may be made available, after consultation with the Fund Committee, to meet deficits on international scientific conferences for which the academy has financial responsibility (under Standing Order XII) that cannot be met from the Conference General Reserve Fund.
- 3 The major activities to be supported from the income of the Fund will be announced at the time of each International Geological Congress, together with a report of activities so supported since the last Congress, including awards made to geologists from Australia and New Zealand to attend the Congress.
- 4 Activities to be supported from the income of the Fund will include visits to Australia by overseas scientists, those from New Zealand and Papua New Guinea being particularly appropriate.

XX. 13TH INTERNATIONAL BOTANICAL CONGRESS FUND

(Made 19 October 1983; amended 17 October 1984.)

Whereas the Council has established a 13th International Botanical Congress Fund to receive the surplus of the 13th International Botanical Congress, the following regulations are adopted:

- 1 The capital of the fund may be made available by decision of the Council to meet deficits on any international conference for which the Academy has financial responsibility (under Standing Order XII) where those deficits cannot be met from the Conference General Reserve.
- 2 The income of the Fund may be disposed of by decision of the Council after receiving advice from the relevant National Committee.
- 3 The income may be used to support activities within the plant sciences including activities proposed by the National Committee as part of its work.
- 4 In the case of support for individual botanists participating in conferences or meetings, such as the International Botanical Congresses, applications for grants will be solicited by advertisements and recommendation by the Committee will be on the basis of open competition.
- 5 All expenses of administering the Fund and of making grants from it will be met from the Fund.

XXI. 29TH INTERNATIONAL CONGRESS OF PHYSIOLOGICAL SCIENCES FUND

(Made 17 October 1984.)

Whereas Council has established a fund to be called the 29th International Congress of Physiological Sciences Fund (referred to hereafter as the Fund) to comprise the balance remaining in the account of the 29th Congress of the International Union for Physiological Sciences, the following regulations are adopted:

- 1 The capital of the Fund may be made available by decision of the Council to meet deficits on any international conference for which the Academy has financial responsibility (under Standing Order XII) where those deficits cannot be met from the Conference General Reserve Fund.
- 2 The income of the Fund may be disposed of by decision of the Council after receiving advice from the relevant National Committee.
- 3 The major activity to be supported from the income of the Fund will include support of young physiologists to attend meetings of the International Union for Physiological Sciences including General Assemblies, Congresses and Regional meetings.
- 4 The income of the Fund may also be used to support other activities proposed by the National Committee as part of its work.
- 5 All expenses of administering the Fund and of making grants from it will be met from the Fund.

XXII. HONORIFIC AWARDS

(Made 11 July 2001; amended 8 December 2003; 28 June 2007, 8 September 2007, 6 March 2008, 17 June 2010, 3 March 2010, 2 December 2010, 31 October 2012, 13 November 2013, 14 August 2014 *out-of-session*.)

- 1 Pursuing its purpose 'to establish and maintain standards of scientific endeavour and achievement in the natural sciences in Australia and to recognise outstanding contributions to the advancement of science', the Academy has established a number of honorific awards.

There are three categories of honorific awards for research, at either Career, Mid-Career or Early-Career and the Academy Medal.
- 2 Over time, Council will achieve a balance between the various disciplines, but in the medium-term an unbalanced distribution will be tolerated.

3 Career Awards

Career awards recognise achievement over a career of whatever length.

The Career awards are:

- i) Thomas Ranken Lyle Medal for research in mathematics or physics (1956);
- ii) Matthew Flinders Medal and Lecture for research in the physical sciences (1956);
- iii) Macfarlane Burnet Medal and Lecture for research in the biological sciences (1969);
- iv) Mawson Medal and Lecture for research in the Earth sciences (1979);
- v) Ian Wark Medal and Lecture for applied research (1987);
- vi) Jaeger Medal for research in the Earth sciences (1989);
- vii) Haddon Forrester King Medal for research in mineral exploration (1992);
Hannan Medal for research in the mathematical sciences (1994);
- viii) David Craig Medal for research in chemistry (1999).

4 **Early Career awards**

Early Career awards are defined as researchers up to 10 years post PhD, except at the discretion of Council, in the case of significant interruptions to a research career. Proposers of candidates for Early Career awards who exceed the upper limit stipulated will be asked to address the nature and length of interruptions to the candidates' research careers.

The Early Career awards are:

- i) Pawsey Medal for research in physics (1965);
- ii) Gottschalk Medal for research in the medical sciences (1976);
- iii) Frederick White Prize for research in the physical, terrestrial and planetary sciences (1981);
- iv) Le Fèvre Memorial Prize for research in chemistry (1989);
- v) Moran Medal for research in statistics (1989);
- vi) Fenner Medal for research in biology, excluding the biomedical sciences (1997);
- vii) Dorothy Hill Award for research in the Earth sciences (2001);
- viii) Ruth Stephens Gani Medal for research in human genetics (2007);
- ix) Anton Hales Medal for research in Earth sciences (2009);
- x) Christopher Heyde Medal for research in the mathematical sciences (2010);
- xi) John Booker Medal in Engineering Science (2013);

5 **Mid-Career awards**

Mid-Career awards are defined as researchers 8 to 15 years post PhD, except at the discretion of Council, in the case of significant interruptions to a research careers. Proposers of candidates for Mid-Career awards who exceed the upper limit stipulated will be asked to address the nature and length of interruptions to the candidate's research careers.

The Mid-Career awards are:

- i) Nancy Millis Medal for women in science (2013)
- ii) Jacques Miller Medal (2014).
- iii) Gustav Nossal Medal for Global Health (2014);

6 **Academy Medal**

The Academy Medal for contributions to science and technology was established in 1990. It may be awarded to a person outside the Fellowship for outstanding contributions to science by means other than the conduct of scientific research.

7 **New awards**

In considering proposals for new awards Council will have regard to the fields of science already covered, and define the subject area of the new award as widely as possible.

8 **General administrative arrangements**

- a All awards established since 1969 have been based on dedicated funds.
- b The capital and income of each fund must meet all expenses of its award.
- c The capital and income for all funds will be reviewed annually by the Finance Committee as part of the budget process, to ensure the sustainability of the awards, taking into account the predicted inflation and the net return to each.

- d The frequency of any award may be varied by Council according to the funds available.
- e The honorarium component of any award (if applicable) may be varied by Council according to the funds available.
- f Awards are made by Council after receiving advice from selection committees appointed by Council. Council may accept the advice, ask the Committee for further advice, or make no award.
- g Council may review the award after a period of 10 years from the commencement of the award and may revise the purposes of the award or apply the fund to another purpose provided such amended use assists in the advancement of science or supports the original intent where specified by the benefactor.
- h All funds supporting these awards may accept contributions from sources other than the original gift.

9 Award details

a Career awards

i) ***Thomas Ranken Lyle Medal for research in mathematics or physics***

The Thomas Ranken Lyle Medal was instituted in August 1931 by the Australian National Research Council (ANRC). On the dissolution of ANRC the Academy assumed responsibility for the Medal.

The Thomas Ranken Lyle Medal recognises research in mathematics or physics. It honours the contribution to science and industry in Australia by Sir Thomas Ranken Lyle, Professor of Natural Philosophy at the University of Melbourne and Chairman of the Board of the Melbourne Observatory.

The Medal is awarded to researchers in Australia provided that work carried out in countries other than Australia may be taken into consideration if they have spent three of the previous five years in Australia. Work carried out during the whole of the candidate's career may be taken into consideration but special weight is given to recent work. The selection committee consists of Fellows to whom the medal has been awarded previously. The Medal is awarded not more frequently than once in two years.

ii) ***Matthew Flinders Medal and Lecture for research in the physical sciences***

The Matthew Flinders Medal and Lecture recognise researchers of the highest standing in the physical sciences, and honour the contributions of Australia's early scientific researchers. The Lecture is given at an Annual General Meeting of the Academy, and alternates with the Burnet Lecture.

iii) ***Macfarlane Burnet Medal and Lecture for research in the biological sciences***

The Macfarlane Burnet Medal and Lecture recognise researchers of the highest standing in the biological sciences and honour the contribution to science in Australia of Sir Macfarlane Burnet OMKBE MD FAA FRS Nobel Laureate, an immunologist and Director of the Walter and Eliza Hall Institute of Medical Research. The Lecture is given at an Annual General Meeting of the Academy and alternates with the Flinders Lecture.

iv) *Mawson Medal and Lecture for research in the Earth sciences*

The Mawson Medal and Lecture recognise research in the Earth sciences and honour the contribution to science in Australia by Sir Douglas Mawson FAA FRS, geologist and Antarctic explorer. The award is made to a scientist normally resident in Australia.

The selection committee consists of the President of the Geological Society of Australia, the Chair of the National Committee for Solid Earth Sciences and two members appointed by Council. The Lecture is delivered at the time of each convention of the Geological Society of Australia, and is published.

v) *Ian William Wark Medal and Lecture for applied research*

The Ian Wark Medal and Lecture recognise research which contributes to the prosperity of Australia where that prosperity is attained through the advance of scientific knowledge or its application, or both. They honour the contribution to Australian research of the late Sir Ian Wark CMG CBE FAA FTSE, a chemist who was Chief of the CSIRO Division of Industrial Chemistry.

The award is normally made biennially and the Lecture is delivered in an appropriate State capital city and may, at Council's discretion, be repeated in other cities.

vi) *Jaeger Medal for research in the Earth sciences*

The Jaeger Medal recognises research on the solid Earth or its oceans carried out in Australia, or having some connection with Australian Earth science, and includes the application of mathematics, physics, chemistry and biology that contribute to a better understanding of the solid Earth or its oceans. It honours the contribution to science in Australia of the late Professor John Conrad Jaeger FAA FRS, who was Professor of Geophysics at the Australian National University. Work carried out through a candidate's career is taken into consideration but special weight is given to recent work.

The award is made not more frequently than once in two years. The selection committee is chosen from Fellows to whom the medal has already been awarded, and any other Fellows appointed by Council. The expenses of the award are met from the book royalties Professor Jaeger bequeathed to the Academy.

vii) *Haddon Forrester King Medal for research in mineral exploration*

The Haddon Forrester King Medal recognises original and sustained contributions to Earth and related sciences of particular relevance to the discovery, evaluation and exploitation of mineral deposits, including the hydrocarbons. It honours the contribution of the late Haddon King, as Director of Exploration for CRA, to the search for mineral deposits in Australia.

The award is made to scientists resident in Australia or elsewhere, and awarded not more frequently than once in two years. The selection committee consists of a Fellow of the Academy in the chair and nominees of the Australian Academy of Technological Sciences and Engineering, the Australasian Institute of Mining and Metallurgy, the Geological Society of Australia and the Royal Society of New South Wales.

The funds for the award were donated by Haddon King's family, colleagues and friends, and CRA Ltd. In 2007 the Rio Tinto Group commenced financial contributions to the fund under a 5-year agreement.

- (i) Awardees receive a \$3,000 honorarium as part of their award;
- (ii) In addition to a medal presentation dinner, this award includes up to \$7,000 towards a short lecture tour.

viii) Hannan Medal for research in the mathematical sciences

The Hannan Medal recognises research in any of the fields of statistical science, pure mathematics, applied mathematics and computational mathematics. It honours the contribution to time series analysis of the late Professor EJ Hannan FAA, Professor of Statistics at the Research School of Social Sciences of the Australian National University.

The award is made for research carried out mainly in Australia. Work carried out through a candidate's career is taken into consideration but special weight is given to recent research. The award is made in each of these fields in turn – statistical science, pure mathematics or applied mathematics and computational mathematics, and may not be awarded in two consecutive years. The funds for the award were donated by the family, friends and colleagues of the late Professor EJ Hannan.

ix) David Craig Medal for research in chemistry

The David Craig Medal recognises research in any branch of chemistry. It honours the contribution to chemical research of Emeritus Professor David Craig AC FAA FRS, Professor of Theoretical and Physical Chemistry, Research School of Chemistry of the Australian National University.

The Medal is awarded to active researchers for contributions to chemistry. Awardees are expected to deliver lectures in a number of cities in Australia. Funds for the award were donated by Professor Craig's friends and colleagues and the University of Sydney.

b Early Career awards

i) Pawsey Medal for research in physics

The Pawsey Medal recognises research in physics. It honours the contributions to physics of the late Dr JL Pawsey FAA, Assistant Chief of the Division of Radiophysics, CSIRO.

The award is made annually and is restricted to candidates who are normally resident in Australia and for research conducted mainly in Australia.

ii) Gottschalk Medal for research in the biomedical sciences

The Gottschalk Medal recognises research in the biomedical sciences. It honours the contributions to the biomedical sciences of the late Dr A Gottschalk FAA, Principal Research Scientist at the Walter and Eliza Hall Institute of Medical Research. The award is made annually and may not be made to a Fellow of the Academy.

The award is restricted to candidates who are normally resident in Australia and for research conducted mainly in Australia.

iii) *Frederick White Prize for research in the physical, terrestrial and planetary sciences*

The Frederick White Prize recognises research in the physical sciences (physics, astronomy or chemistry), or the terrestrial and planetary sciences. It honours the contributions to Australian science of the late Sir Frederick White FAA FRS, Chairman of CSIRO. In making the award Council takes into account the actual or potential contributions of the research to community interests, to rural or industrial progress or to the understanding of natural phenomena that have an impact on the lives of people. The award is made not more frequently than once in two years.

iv) *Le Fèvre Memorial Prize for research in chemistry*

The Le Fèvre Prize recognises basic research in chemistry. It honours the contributions to physical chemistry of the late Professor R JW Le Fèvre FAA FRS, Professor and Head, School of Chemistry of the University of Sydney. The Prize is awarded annually at a function of the Royal Australian Chemical Institute. The funds for the Prize were donated by the late Dr CG Le Fèvre.

v) *Moran Medal for research in statistics*

The Moran Medal recognises research in statistical science. It honours the contributions to science of Professor PAP Moran FAA FRS, Professor of Statistics in the Research School of Social Sciences of the Australian National University.

The award is for research carried out mainly in Australia. Council determines the frequency of the award which may not be awarded in two consecutive years. The Moran Fund was established by Professor Moran's friends, colleagues and family.

vi) *Fenner Medal for research in biology, excluding the biomedical sciences*

The Fenner Medal recognises research in biology, excluding the biomedical sciences. In any year, Council may limit the award to one or more particular sub-fields of biology, such as the animal, plant or environmental sciences. It honours the contributions to science by Professor FJ Fenner AC CMG MBE FAA FRS Director of the John Curtin School of Medical Research and of the Centre for Resource and Environmental Studies.

The award is made annually and is restricted to candidates who are normally resident in Australia and for research conducted mainly in Australia. It may not be awarded to a Fellow of the Academy.

vii) *Dorothy Hill Award for research in the Earth sciences*

The Dorothy Hill Award supports research by female researchers in the Earth sciences. It honours the contribution to Australian Earth science of the late Professor Dorothy Hill AC CBE FAA FRS. Professor Hill was Professor of Geology at the University of Queensland, and the first woman President of the Academy.

The award may be made annually, for research carried out mainly in Australia. It is restricted to candidates who are normally resident in Australia and who have the potential to further contribute to a better understanding of Australian Earth science.

The selection committee consists of at least two Fellows of the Academy, one as chair, the President of the Geological Society of Australia and one other Earth scientist appointed by Council.

The funds for the Award were donated by friends, colleagues and students of Professor Dorothy Hill, Brisbane Girls' Grammar School, the University of Queensland, the Geological Society of Australia, and local industry.

viii) *Ruth Stephens Gani Medal for research in human genetics*

The Award recognises research in human genetics and honours the contribution to science in human cytogenetics by the late Ruth Stephens Gani. Its purpose is to recognise distinguished research in human genetics, including clinical, molecular, population and epidemiological genetics and cytogenetics.

The award will be made annually and is restricted to candidates who are normally resident in Australia and for research conducted mainly in Australia. The funds for the Award were donated by Ruth's husband, Professor Joseph Gani FAA.

ix) *Anton Hales Medal for research in the Earth sciences*

The Anton Hales Medal recognises distinguished research in the Earth sciences. It honours the contributions to the Earth sciences by the late Professor Anton L Hales FAA FRAS who was the founding director of the Research School of Earth Sciences in the Australian National University.

The award may be made annually to candidates who are normally resident in Australia and for research conducted mainly in Australia. The funds for the Award were donated by Ian and Pam McDougall.

x) *Christopher Heyde Medal for research in the mathematical sciences*

The Christopher Heyde Medal recognises research excellence in the mathematical sciences and honours the contributions to mathematics by Professor Christopher Charles Heyde AM DSc Hon DSc(Syd) FAA FASSA. Professor Heyde was the Foundation Dean of the School of Mathematical Sciences at the Australian National University, and Professor Emeritus of Statistics at Columbia University, New York.

The award may be made annually, and is restricted to candidates who are normally resident in Australia. In recognition of Professor Heyde's broad interests in the mathematical sciences the award is offered in one of three fields on a rotating basis – pure mathematics; probability theory, statistical methodology and their applications; and applied, computational and financial mathematics. The funds for the Award were donated by the Heyde family.

xi) *John Booker Medal in Engineering Science*

The John Booker Medal in Engineering Science recognises outstanding research in the sciences that underpin civil, chemical, electrical or mechanical engineering, and their associated disciplines.

It honours the memory of Professor John Robert Booker AO, FAA, DEng, FIEAust who worked in the area of analytical geomechanics and was a Professor in the Department of Civil and Mining Engineering at the University of Sydney 1970-98, and held Personal Chair in Engineering Mechanics at the University of Sydney.

The award is made annually and is restricted to candidates who are normally resident in Australia and for research conducted mainly in Australia.

c Mid-Career awards

i) *Nancy Millis Medal for women researchers in all natural sciences*

The Nancy Millis Medal recognises research of the highest standing achievement by Early- and Mid-career women in Australia who have demonstrated exceptional leadership as well as established an independent research program in any branch of the natural sciences. It honours the contributions made to science by the late Professor Nancy Millis AC MBE FAA FTSE and recognises her importance as a role model for aspiring female scientists in Australia.

The award is restricted to candidates who are normally resident in Australia and for research conducted mainly in Australia.

ii) *Jacques Miller Medal for Experimental Biology Research*

The Jacques Miller Medal recognises research of the highest standing in the field of Experimental Biomedicine.

It honours the contributions made to science by Professor Jacques Francis Albert Pierre Miller AC FRS FAA that include the discovery of the function of the thymus and the identification, in mammalian species of the two major subsets of lymphocytes and their function.

Funds for the medal were donated by Sir Marc Feldman AC FAA FRS.

The award is restricted to candidates who are normally resident in Australia and for research conducted mainly in Australia.

iii) *Gustav Nossal Medal for Global Health*

The Gustav Nossal Medal recognises research of the highest standing in the field of Global Health.

It honours the contributions made to the fields of cellular immunology, antibody formation and tolerance and vaccine research science by Sir Gustav Victor Joseph Nossal, AC CBE FAA FRS FTSE.

Funds for the medal were donated by Sir Marc Feldman AC FAA FRS

10 Academy Medal for contributions to science and technology

The Academy Medal recognises outstanding contributions to science by means other than the conduct of scientific research by a person outside the Fellowship who has, by sustained efforts in the public domain, significantly advanced the cause of science and technology in Australia or who has, or is deemed to have, made a substantial contribution to the Academy.

Council may decide to award an Academy medal after the proposal by the President of a candidate.

In milestone anniversary years (generally every 25 years), the medal may be awarded to up to three persons. Normally, the medal would be awarded no more frequently than once in three years.

11 Lloyd Rees Lecture

In 1990 Council agreed on the proposal of Sir Alan Walsh FAA, to initiate a series of lectures by distinguished researchers in chemical physics, to recognise the contributions of the late Dr ALG Rees FAA, to science, industry and education.

Since the first Lloyd Rees Lecture in Melbourne in 1991, the lectures have been held at intervals of about two years. They are supported by funds contributed by the family, friends and colleagues of the late Dr Rees.

Council may review the Lectures after the 10th Lecture and if it so wishes apply the funds available to another purpose to assist the advancement of science.

XXIII. MARGARET MIDDLETON FUND FOR ENDANGERED AUSTRALIAN NATIVE VERTEBRATE ANIMALS

(Made 24 September 2009; amended 7 March 2013.)

Whereas Dr Margaret Middleton has placed at the disposal of the Academy a capital sum to support research into the conservation biology of vertebrate animals native to Australia, with the objective of better understanding the causes of their decline and the means for their recovery, the following regulations are to be adopted:

- 1 There shall be a Margaret Middleton Fund to be invested as the Council shall from time to time decide so as to provide an annual income and to maintain the real value of the capital fund. The capital may be augmented by bequests from other donors, who wish to support the purposes of the Fund.
- 2 Each year, applications shall be invited from biologists for support of research into ecological and conservation problems concerning endangered vertebrate Australian animals. Preference will be given to novel research which deals with empirical field-based data and ecological community processes with possible management implications rather than pure genetic or modelling research.
- 3 Council shall appoint a Selection Committee, comprising specialists in the field of wildlife biology and chaired by a Fellow of the Academy, who will adjudicate on the basis of criteria agreed to by Council. These shall include the status of the species, the quality of the proposal and the likely outcome of the research for the better management and survival of the species to be investigated.
- 4 The amount awarded to each recipient, and the number and frequency of awards, shall be determined by Council from time to time with the aim of maximizing the Fund's benefits to its expressed purposes.
- 5 Any time after fifteen years from the date of this Standing Order Council may review the activity, in the light of conditions and needs then existing, and may vary the activity, bearing in mind the purpose of the Fund as stated in the preamble to this Standing Order.

XXIV THOMAS DAVIES RESEARCH GRANT FOR MARINE, SOIL AND PLANT BIOLOGY

(Made 13 November 2013)

Whereas Mr Thomas Lewis Davies has placed at the disposal of the Academy the means of establishing a research fund for marine, soil and plant biology, the following regulations are adopted:

1. There will be a Thomas Davies Research Grant for Marine, Soil and Plant Biology.
2. The award will be made annually and is restricted to candidates who are Early- and Mid-Career Researchers of no more than 15 years post PhD and who are normally resident in Australia.
3. The amount awarded to each recipient, and the number and frequency of awards, shall be determined by Council from time with the aim of maximising the Fund's benefit to its expressed purposes.