



australasian society of clinical immunology and allergy

**By-laws:**  
**Membership and ASCIA Council**

**Australasian Society of Clinical  
Immunology and Allergy Limited**

Australian Company Number (ACN) 608 798 241  
Australian Business Number (ABN) 45 615 521 452

A company limited by guarantee

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## **1 Preliminary**

### **1.1 Definitions**

In these by-laws, unless a contrary intention appears, the defined terms take the same meaning as in the constitution of the Company as amended from time to time.

### **1.2 Interpretation**

In these by-laws, unless a contrary intention appears:

- (a) the interpretation provisions of the Constitution apply, as amended from time to time;
- (b) a reference to a clause is a reference to a clause in the Constitution unless otherwise stated.
- (c) a reference to a paragraph (**para**) is a reference to a paragraph in these by-laws unless otherwise stated.

### **1.3 Status of by-laws**

- (a) These by-laws are adopted by the directors pursuant to clause 70 and is binding on the members for the management and conduct of the business of the company.
- (b) To the extent of any inconsistency between these by-laws and the constitution, the constitution shall prevail.

### **1.4 Amendments to by-laws**

- (a) The directors may amend these by-laws from time to time and will promulgate all amendments to members through the company website.
- (b) Amendments may change, alter, add or remove any provision of these by-laws, and will apply from the date of the directors' meeting at which they are approved, or any other date specified by the directors.

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## **2 Members**

### **2.1 Membership criteria**

Pursuant to clause 13, in order to be eligible for admission as a member of the company, a person must satisfy the requirements in clause 13 and the criteria set out in para 2.2.

## 2.2 Criteria and qualifications

A candidate for admission as a member must satisfy the following criteria:

- (a) At the time of his/her nomination, have the following qualifications:
  - (i) be a Fellow of the Royal Australasian College of Physicians with JSAC training in clinical immunology and allergy, or have equivalent qualifications; or
  - (ii) be a non-medical graduate with a post-graduate doctoral research degree and at least ten years post graduate experience in clinical immunology and/or allergy; and
- (b) be actively involved in practice, teaching or research relating to clinical immunology and allergy; and
- (c) not be engaged (either personally or on behalf of another person or organisation) in commercial activity involving the sale or marketing of allergy and clinical immunology related products (except as an incidental or minor subsidiary activity to clinical practice, teaching or research activities);

## 2.3 Directors' discretion

- (a) In exceptional circumstances, the directors may in their absolute discretion admit to membership as a member any qualified medical practitioner whose attainments in the field of allergy and immunology are considered by the directors to justify such admission notwithstanding that such person does not have the qualifications or satisfy the conditions referred to in the para 2.2(a)-(c).

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## 3 Associates Pursuant to clause 20, the directors may appoint persons as associates of the company in one of the following categories:

- (i) **Associate Medical – Specialist**, being persons who are medical practitioners with specialist qualifications other than clinical immunology and allergy (e.g. FRACP, FRACS, FRANZCA, FACD);
- (ii) **Associate Medical - General Practitioner**, being persons who are qualified as general practitioners;
- (iii) **Associate - Other health professionals**, being persons qualified as allied health professions such as nurses, scientists, pharmacists and dietitians;

- (iv) **Associate – Trainee**, being persons who are advanced trainees in clinical immunology and allergy; and
- (v) **Associate – Retired**, being persons who were formally members of the company and have retired from practice.

To be eligible to be appointed as an associate, a person must:

- (a) be actively involved in practice, teaching or research relating to clinical immunology and allergy; and
- (b) not be engaged (either personally or on behalf of another person or organisation) in commercial activity involving the sale or marketing of allergy and clinical immunology related products (except as an incidental or minor subsidiary activity to clinical practice, teaching or research activities).

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#### **4 Honorary member**

- (a) Pursuant to clause 21, the directors may admit any person of distinguished service in the field of allergy and clinical immunology or related fields.

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#### **5 ASCIA Council**

##### **5.1 ASCIA Council**

- (a) In accordance with clause 65.1, the ASCIA Council may provide information, advice and recommendations to the directors on such matters as requested by the directors from time to time, including:
  - (i) reviewing and providing feedback on key issues, major policies and planning proposals;
  - (ii) assisting in designated projects and undertaking such other activities as determined by the directors;
  - (iii) assisting directors in the review of new ASCIA membership applications.

##### **5.2 Composition of ASCIA Council**

- (a) Pursuant to clause 65.2, the ASCIA Council shall be comprised of:

- (i) the directors, being the President, President-Elect and such other directors elected in accordance with clause 44.2;
- (ii) one representative appointed by the directors for each of Queensland, New South Wales, Victoria, South Australia, Western Australia, New Zealand and any other geographic zone designated by the directors, where that area has at least three members;
- (iii) the chairperson of each of the advisory committees established pursuant to clause 66;
  - A. Anaphylaxis committee;
  - B. Education committee;
  - C. Laboratory practice committee;
  - D. Paediatric committee;
  - E. Immunodeficiency committee
  - F. Nurses committee; and
  - G. Dietitians committee,
- (iv) four associate members appointed by the directors, being one each from the categories of dietitian, nurse, general practitioner and trainee;
- (v) the immediate past company President;
- (vi) the chairperson (or their nominee) of the committee for joint college training (CJCT) in immunology and allergy;
- (vii) the chairperson of the Allergy and Immunology Foundation of Australasia (AIFA) advisory board; and
- (viii) such other persons as the directors may see fit from time to time.

### **5.3 Meetings**

- (a) The ASCIA Council shall meet at least four times in each financial year.

#### **5.4 Chairperson**

- (a) The President is to preside as chairperson, however, if
  - (i) there is no President; or
  - (ii) the President is not present within 15 minutes after the time appointed for the holding of the meeting; or
  - (iii) the President is unable or unwilling to act;

then the following person may preside as the chairperson of the meeting (in order of precedence):

- (iv) the President-Elect; or
- (v) a person elected by those present to preside as the chairperson of the meeting.

#### **5.5 Conduct of Council Meetings**

- (a) The chairperson:
  - (i) has charge of the general conduct of the meeting and of the procedures to be adopted at the meeting;
  - (ii) may require the adoption of any procedure which is, in the chairperson's opinion, necessary or desirable for proper and orderly debate or discussion; and
  - (iii) may terminate discussion or debate on any matter whenever the chairperson considers it necessary or desirable for the proper conduct of the meeting.

#### **5.6 Questions decided by majority**

- (a) Each member of the ASCIA Council has one vote.
  - (b) A resolution is taken to be carried if a simple majority of the votes cast on the resolution are in favour of it, unless otherwise required by the directors.
  - (c) If there is an equality of votes, then the chairperson of the meeting is not entitled to a casting vote, and consequently the resolution fails.
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