THE CONSTITUTION OF GRACE COLLEGE  
(Approved in May 2006)

1. **INTERPRETATION**

On the interpretation of this Constitution the following words and expressions shall where the context so admits or requires have the meanings attached thereto, that is to say:

"The College" means the residential college for women students of The University of Queensland known as "Grace College".

"The Synod" means the Queensland Synod of the Uniting Church in Australia.

"The Assembly" means the General Assembly of the Presbyterian Church of Australia within the State of Queensland.

"The University" means The University of Queensland.

The masculine gender shall wherever the context so admits include the feminine gender.

2. **NAME**

The name of the College is **Grace College**.

3. **OBJECTS**

The objects of the College will be:

(a) To provide proper accommodation and tuition for women students of the University for the purpose of giving such students the benefit of collegiate life and of making provision for their care, guidance, discipline and instruction.

(b) To encourage a liberal education for its students by endeavouring to draw its students from all faculties within the University.

(c) To provide all necessary facilities for the presentation of and instruction in the Christian faith, including worship, study, teaching and counselling.

(d) To encourage students to relate their academic disciplines to Christianity and grow in the Christian faith.

4. **GOVERNMENT**

The Government in every respect of the College and all matters relating thereto shall at all times be vested in a Council consisting of sixteen (16) members appointed as hereunder provided.
5. **THE COUNCIL**

The Council shall consist of:

(a) Six persons appointed by the Synod, of whom at least one and no more than three shall be ministers and not less than three shall be women.

(b) Three persons appointed by the Assembly of whom no more or less than one shall be a minister and not less than one shall be a woman.

(c) The Principal of the College, who shall be a non-voting member.

(d) Three graduate past students of the College appointed by the Council on the recommendation of the Grace Old Girls’ Association.

(e) Two students elected by secret ballot by the residential students as soon as practicable after the beginning of the academic year.

(f) A person appointed by the Senate of the University.

6. **APPOINTMENT**

The members of the Council appointed by the Synod and the Assembly shall be appointed for a term of three years and shall hold office from the first day of January in the year next after the year in which the Synod and the Assembly appointing them meet. This period of three years is hereinafter called “the term”.

No member appointed by the Synod or the Assembly shall hold office for more than four complete consecutive terms.

The member appointed by the Senate of the University shall be appointed for such period as the Senate may determine.

Student members shall hold office for one year but shall be eligible for re-election.

Graduate students shall hold office for a period of three years from the first day of January in the year following the year in which they are appointed. They shall hold office for no more than four complete consecutive terms.

7. **QUALIFICATIONS**

7.1 No person may be a councillor who:

(a) has affairs under liquidation by arrangement with creditors;

(b) is an undischarged bankrupt;
(c) has been convicted of an indictable offence unless a free pardon has been received, the conviction quashed or the sentence served;

(d) is an insane person within the meaning of the laws in force for the time being, relating to insanity.

7.2 In addition, in the case of members nominated by the churches the following shall apply:

(a) Presbyterian nominees must be communicant members of the Presbyterian Church in Queensland.

(b) Uniting Church nominees shall have an affiliation with a Christian church.

8. **VACATING OFFICE**

The office of member of Council shall be vacated:

(a) If disqualified under this Constitution.

(b) If absent from three consecutive ordinary meetings of the Council without leave of absence or good cause shown.

(c) Upon death or resignation.

9. **REMOVAL FROM OFFICE**

(a) The Synod may by resolution passed by a majority of not less than three-fourths of its members present and voting thereon from time to time remove the members of the Council who have been appointed by the Synod or any of them.

(b) The Assembly may by resolution passed by a majority of not less than three-fourths of its members present and voting thereon from time to time remove the members of the Council who have been appointed by the Assembly or any of them.

(c) The Synod or the Assembly which so removes members of the Council from office shall appoint members to the Council to fill the vacancies so created and such members shall hold office for the balance of the term in which they are appointed.

(d) The Senate of the University may from time to time remove and replace its nominee on the Council.

10. **CASUAL VACANCY**

Any casual vacancy occurring among the members of the Council appointed by the Synod shall be filled by the Synod or by any committee or body appointed in that behalf by the Synod. Any casual vacancy occurring among the members of the Council appointed by the Assembly shall be filled by the Assembly or by any committee or body appointed in that
behalf by the Assembly. Any person appointed under this clause shall hold office for the balance of the term in which he is appointed. Any casual vacancy occurring in the case of the member appointed by the Senate shall be filled by the Senate. Any casual vacancy occurring in the case of student members shall be filled by secret ballot of the residential students as soon as practicable thereafter. Any casual vacancy occurring in the case of a graduate past student member shall be filled by the Council on the recommendation of the Grace Old Girls’ Association.

11. **PRINCIPAL**

(a) The Principal of the College shall be appointed by the Council for such period as may in each instance be resolved by the Council prior to the election. The Principal may be re-appointed from time to time.

(b) The Principal shall be a communicant member of a branch of the Christian church.

(c) The Principal shall have such other qualifications as the Council may determine, provided that the qualifications must be such as to enable the Principal to give effect to the Objects of the College.

(d) The Council may from time to time by resolution determine the powers and the duties of the Principal.

12. **VISITORS**

The Moderator of the Synod and the Moderator of the Assembly shall by virtue of such office and so long as they shall hold office, be Visitors of the College. The Visitors of the College shall have the right to attend all meetings of the Council and any committee thereof, and shall have the right to visit the College at any time. They shall have the duty of examining the manner in which the College is conducted to ensure that its aims are being implemented and its Regulations are being duly observed.

13. **OFFICE BEARERS AND EXECUTIVE**

(a) The Council shall at the Annual General Meeting each year from amongst its members elect a Chairman, a Deputy Chairman, a Secretary and a Treasurer who shall respectively perform the duties normally associated with such offices, and who shall hold office until their successors are appointed at the next Annual General Meeting. Any casual vacancy occurring in any office may be filled by resolution of the Council.

(b) The Chairman, Deputy Chairman, Secretary, Treasurer and Principal shall form the Executive Committee of the Council. The Executive Committee shall exercise such powers and responsibility as may be delegated to it by the Council from time to time.

14. **MEETINGS OF THE COUNCIL**

(a) Ordinary meetings of the Council shall be held at least three times each year at such times and places as may be appointed by the Council for that purpose. Special
meetings may be convened by the Chairman, and a special meeting shall be convened forthwith upon the receipt of a written requisition signed by not less than five members of the Council.

(b) There shall be a meeting of the Council not later than the month of April each year which shall be called the Annual General Meeting at which the business shall be:

(i) the presentation by the Executive Committee of an Annual Report covering the previous year's activities;

(ii) the presentation of duly audited accounts covering the financial operations of the previous year and the financial position as at the conclusion of the previous year.

(iii) the election of office bearers.

(iv) the appointment of an auditor.

(v) any other business which the Executive may place on the agenda.

(c) At all meetings of the Council eight voting members present in person shall constitute a quorum, and no business (other than adjournment) shall be transacted in the absence of a quorum.

(d) The votes of all meetings of the Council shall be taken inclusive of the Chairman or person presiding, but when there is an equality of votes the Chairman or person presiding shall have a casting vote as well as a deliberative vote.

15. POWERS OF THE COUNCIL

(a) The Council shall administer and control the finances of the College in all respects and shall have the power to borrow as well as to pledge the assets of the College and in all other respects may exercise the powers conferred by the "Religious Educational and Charitable Institutions Acts, 1861 to 1967".

(b) The Council shall have power to make such regulations for or in any way relating to the governance or ordering of the College and for the effective working of the Council as it may from time to time think fit. The Council may amend any such Regulations PROVIDED ALWAYS that no Regulation or amended Regulation shall be made which shall be inconsistent with any part of the Constitution.

(c) The Council may engage and employ for any of the purposes of the College such persons and on such terms as it may from time to time think fit.

(d) The Council shall if requested in each year present a Report and Balance Sheet both to the Synod and the Assembly.

(e) The general powers of the Council as the governing body of the College shall not in
any way be restricted or affected by the foregoing enumeration of particular powers.
16. **STUDENTS**

(a) Students of the College may be residential or non-residential.

(b) No student shall be admitted to residence in the College unless either:

   (i) Having qualified to undertake studies at the University she shall be pursuing a course of study at the University or shall, whether at the University or at the College be engaged in research.

   (ii) Notwithstanding the provisions of paragraphs (a) and (b)(i), the Principal may admit to residence a limited number of other students.

17. **INCORPORATION**

The Chairman, the Secretary and the Treasurer having been incorporated under the provisions of the "Religious, Educational and Charitable Institutions Acts, 1861 to 1967" shall, subject to the approval of the Governor in Council bear the corporate name of "Grace College".

18. **COMMON SEAL**

The Council shall provide a Common Seal for the purpose of the College and the seal shall not be affixed to any instrument except pursuant to a resolution of the Council and in the presence of any two of the following persons - The Principal, the Chairman, the Deputy Chairman, the Secretary and the Treasurer.

The form of attestation shall be as follows:

Given under the Common Seal of Grace College this .......... day of .......... 20.. pursuant to a resolution of the Council and in the presence of ................................. and ................................. .

NB The Seal is affixed over the signatures. Any two of the persons mentioned in this paragraph of the Constitution may sign.

All uses of the seal must be recorded in the Minutes of Grace College Council.

19. **ALTERATION OF CONSTITUTION**

Subject to the proviso hereto, this Constitution may be amended from time to time by resolution of the Council passed by not less than three-quarters of all the members of the Council or certified in writing by not less than three-quarters of all such members PROVIDED that any such amendment shall not take effect until the same has been duly approved by the Synod, the Assembly and the Senate of the University.
20. **DISSOLUTION**

Subject to the proviso herein contained, the College shall not be dissolved except pursuant to a resolution of the Council passed by at least three-quarters of the members thereof present and voting or evidenced in writing by at least three-quarters of the members thereof whose signatures thereto shall be duly attested by a Justice of the Peace. Any assets of the College shall on dissolution be disposed of or vested in some body or corporation for such purposes as shall be specified in such resolution and as shall be in accordance with the provisions of Section 78 (1)(a) of the Income Tax Acts. PROVIDED that any such resolution shall be of no effect unless and until it is approved by the Synod, the Assembly and the Senate of the University.

21. **NON-PROFIT CLAUSE**

The assets and income of the College shall be applied solely in furtherance of the above-mentioned objects and no portion shall be distributed directly or indirectly to the members of the College except as bona fide compensation for services rendered or expenses incurred on behalf of the College.