

Charter for the Astronomical Society of Australia (ASA) History of Australian Astronomy Chapter (HAAC)

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The History of Australian Astronomy Chapter (HAAC) is formed to bring together astronomers, historians, curators, educators and specialists in this field to collaborate and share knowledge.

Chapter Aims:

1. Foster a community to raise interest in the history of Australian astronomy among ASA members.
2. Increase the awareness and visibility of Australian astronomical history including its achievements, progress and diversity, among ASA members, education providers and beyond.
3. Recognise Aboriginal and Torres Strait Islander astronomies as living bodies of knowledge practiced through cultural traditions and actively include the role of Indigenous Astronomy as part of the history of Australian astronomy.
4. Provide advice to ASA members and others outside the ASA about historical archives, artefacts, collections and sites, as well as to ASA members about their personal archives and collections.
5. Alert the ASA council to, and inform about, historic anniversaries and outreach opportunities.
6. Develop as a public resource a list of Australian astronomical history archives, collections, publications and activity, to encourage collaboration.
7. Regularly present an invited named talk at the Annual Science Meeting (ASM) held by the ASA.
8. Encourage ASA members to publish historical papers, including, when appropriate, reminiscences from older members, in suitable journals.
9. Collaborate with other societies and organisations that have shared interests.
10. Organise an annual workshop on the history of Australian astronomy.

ORGANISATION AND GOVERNANCE

1. Membership

The History of Australian Astronomy Chapter (HAAC) is a chapter of the Astronomical Society of Australia (ASA) and thus to be a member of HAAC requires being a financial member of the ASA. HAAC is open to all ASA members, who are motivated to support, increase knowledge and access to knowledge and collections of relevance to the history of astronomy in Australia.

Interested non-members, who wish to join HAAC, will be required to join the ASA as associate members (professional astronomers to join as full members).

All ASA membership categories can vote in elections for the steering committee, except that only students can vote for the student member.

2. Chair and steering committee

HAAC will be managed by a committee that strives to be geographically diverse, equitable and inclusive. The committee will have a chair, and the committee will consist of a total of nine people. The chair and the committee will be elected by the chapter

membership following a nominations process. The chair will have previously served on the committee (except the first elected chair) and the term length for committee members is two years, with staggered tenure. New members of the committee can be drawn from the chapter membership and will join every two years via a process that involves a nomination and ballot for vacant positions. The term of the student representative will be for one year and will be elected by the student members of the chapter. The committee will appoint a secretary and a communication officer from among the committee members.

The HAAC steering committee consists of the following:

- 1 chair
- 1 immediate past chair (when relevant, not elected)
- 1 student member elected by the HDR student members of HAAC
- Six general members

Note that if none of the committee members is an ASA Council member, the ASA Council may appoint an additional committee member from its ranks.

A secretary will be appointed from the steering committee (responsible for keeping membership records, minutes of meetings and their circulation to the membership, setting up when to meet polls, and organisation of the elections).

A media coordinator will be appointed from the steering committee (responsible for ensuring that the webpage/website is kept up to date, related social media, and liaison with the ASA media and outreach coordinator).

The chair and steering committee are elected by the HAAC membership under the following arrangements:

- The chair holds office for two years.
- Steering committee members hold office for two years (but initially, three will have 2-year terms and three 1-year terms).
- The student representative is elected annually.
- There is a limit of two consecutive appointments of the chair (4-year block).
- There is no limit on the number of terms for other steering committee members or student representatives.
- By 1 March of each year, the secretary calls for nominations for the position of chair (every 2nd year), the to-be-vacated positions on the steering committee (half each year once established), and student representative (every year).
- A ballot of the members is conducted by March 15 by the secretary, and the result is declared in time for the new chair and steering committee to take up their appointments between April 1 - April 15.
- Election of all office holders in HAAC is determined by the direct count of the number of votes obtained by each candidate for a given position, with the chair, or if conflicted the secretary, having a casting vote in case of a tie.
- Casual vacancies on the steering committee may be filled by a ballot or by appointment agreed by the remaining committee members.

3. Meetings of the steering committee

The steering committee shall hold a minimum of three meetings per year, all of which will be on-line. Its functions include organisational matters and communications with members to do with the annual workshop, ASM lecture, formulating policy, decisions related to furthering the aims of the chapter, the annual report and liaison with other organisations. A quorum of 50% of the committee members is required.

4. Authority

As a chapter of the ASA the HAAC has no authority over its members, who are subject to the authority and regulations of their own institutions and the policies of the ASA. Nevertheless, it is expected that members who accept various duties (e.g., work as a committee member, workshop organisation) will perform those duties diligently. It is also expected that members will support the goals of HAAC in a professional manner and let relevant committee members know if/when they cannot attend a meeting.

Only the steering committee chair has authority to speak on behalf of the ASA and then only on matters that are part of the HAAC charter. It is preferable that the matter has been discussed with the ASA Executive first.

5. Charter additions or amendments

Additions or amendments to this charter require a notice period of two weeks and agreement by a two-thirds majority of the membership who vote on any proposed change. A minimum of one-third of the total HAAC membership must participate in the voting for the vote to be valid.

The charter and any additions or amendments must also be approved by the Council of the ASA.