

**University of California, Los Angeles
Hong Kong Student Association
Constitution**

Preamble

The Hong Kong Student Society of the University of California, Los Angeles (UCLA HKSS), in view of a constant need to improve, for the representation of Hong Kong students, the promotion of Hong Kong students' interests on this campus and within the community of the University of California, and that reasonable procedures must be established to carry out the purposes and objects of this union, hereby ordain and enact the following.

Article 1

Name; Official Recognition; Sponsor; and Rights

Section 1

The name of this organization shall be the UCLA Hong Kong Student Society, hereinafter referred to as the HKSS. (UCLA -- the University of California, Los Angeles.)

Section 2

The HKSS is an officially recognized organization of the University of California, Los Angeles (UCLA) registered with the Center for Student Programming (CSP) at UCLA.

Article 2

Objectives

Section 1

To promote interaction, mutual support and exchange of thoughts provoking ideas among Hong Kong students on campus.

Section 2

To inform members of current affairs of Hong Kong and China, and to arouse concerns among members on major issues of Hong Kong and China.

Section 3

To arouse interests in the UCLA community of Hong Kong and China that are of international concern.

Article 3

Membership and Membership Fee

Section 1

The membership of the HKSS shall consist of UCLA students, faculty, staff, and alumni, of any race, color, sex, and national origin, and will not discriminate based on race, color, sex, and national origin. There shall be student membership and associate membership. Student membership shall consist exclusively of currently enrolled UCLA students.

Associated membership shall consist of faculty, staff, and alumni of UCLA. An application form from each prospective member must be filed with the Executive Committee.

Section 2

Each member of the HKSS shall be assessed a yearly membership fee of which the amount shall be determined annually by resolution of the Executive Committee.

Each member of the HKSS shall be given an annual membership card issued by the Executive Committee upon paying the annual membership fee. Membership shall be in

effect upon receiving membership card, and last until the end of the academic year.

Section 3

Membership shall, except approved by the Executive Committee, in any pretense or in any manner, receive profit, salary, or emolument from the funds or transactions of the HKSS.

Article 4
Executive Committee (Exco)

Section 1

The Executive Committee (Exco) shall consist of the following officials:

- a. President
- b. Vice President (Internal)
- c. Vice President (External)
- d. Treasurer
- e. Secretary
- f. Editor
- g. Public Relations Director (PR)

The Executive Committee shall consist of student members of the HKSS.

No student member can hold more than one position in the Executive Committee.

It shall be the responsibility of the Executive Committee to uphold the Constitution.

Additional officials of the Exco can be elected with the consent of all officials of the Executive Committee and with a majority vote from the HKSS student members in a general meeting, in which at least thirty-five percent of the members are present.

The titles and duties of the additional officials are to be determined by the current Executive Committee members and shall not exceed the amount of the original Executive Committee.

Section 2

1. The term of the Executive Committee shall be one year, in conformance with the academic calendar.

2. All officials shall be elected every Spring quarter during the Annual General Meeting.

3. Additional working committees shall be duly appointed by the current Executive Committee.

Section 3

1. The Executive Committee shall be collectively responsible for the actions of the organization. The duties of the officials shall be as follows:

a. The President shall be responsible for calling and conducting meetings of the HKSS; shall be the representative of the HKSS affairs on and off the UCLA campus; shall coordinate the work of the Executive Committee; and shall act as the chief executive official of the HKSS.

b. The Vice President (Internal) shall be responsible for the recruitment of members; shall be responsible for the communication of members; and shall inform members of club events.

c. The Vice President (External) shall be responsible for the communication with other organizations.

d. The Treasurer shall keep financial records of the HKSS and present a written financial

statement quarterly; shall receive and disperse money as authorized by the Executive Committee or as prescribed in the constitution; and shall audit the financial resources of the HKSS.

e. The Secretary shall keep complete records of the members of the HKSS; shall take the minutes of all the Exco meetings; shall keep the official copy of the Constitution and all other official documents.

f. The Editor shall be responsible for the regular issuance of newsletters.

g. The PR shall represent the club, and help introduce the club to the public.

2. Executive Committee members shall attend all Exco meetings. In case of an absence, a written explanation shall be filed with and approved by the Exco.

3. Financial records will be made available to authorized university officials upon request.

4. In case of absence, or resignation, of the President, the Internal Vice President shall assume the responsibility of the President.

Article 5 General Meetings

Section 1

1. An Annual General Meeting, hereinafter referred as AGM, shall be held during the spring quarter for the following purposes:

a. To give a status report of the HKSS to the members by the Executive Committee.

b. To allow members to make inquiries on the Executive Committee.

c. To present and resolve any proposed amendment to the Constitution.

2. An AGM Committee, which shall consist of an AGM Chairman and an AGM Secretary, appointed by the Executive Committee, shall be formed three weeks before the AGM.

3. The AGM office shall consist of the Executive Committee together with the AGM committee.

4. The AGM Committee shall be either a student member, or an associate member of HKSS. The AGM Secretary shall be a student member of HKSS. Neither member of the AGM Committee shall be a current official of the Executive Committee or a running candidate. The AGM Secretary shall take the minutes of the AGM.

Section 2

1. The Executive Committee may at any time for any special purpose call a general meeting, and shall do so upon the requisition in writing of at least ten percent of the current membership stating the purpose for which the meeting is required.

2. At least fifty percent of the current membership whose names appear on the requisition must be present at the meeting.

3. There shall be no more than two general meetings per quarter.

Article 6 Election

Section 1

1. Election for the Executive Committee for the next academic year be held during the ninth week of the Winter quarter in the current academic year.

2. An Election Committee, which consists of two executives, shall be formed three weeks before the election.

The duty of the Election Committee is to schedule the Election; to make the election known; to prepare Candidate Petition Forms and ballots; and to set up regulations to ensure a fair election.

Section 2

1. To be a candidate, the student must fulfill the requirement of a student membership of the HKSS by the second week of the Winter quarter of the current academic year.

2. There shall be both official candidates and write-in candidates.

3. To be an official candidate, the member must file a completed Candidate Petition Form with the Election Committee before the deadline set by the Election Committee.

4. Only the names of the official candidates shall be printed on the ballots.

Section 3

1. Voting privilege shall be granted to students who have fulfilled the requirement of the student membership of the HKSS by the second week of the Winter quarter of the current academic year.

2. Ballots must be carried in person and placed in the ballot box by the voting member. Each member shall have one vote for the Presidential Election, and shall have the same number of votes as the number of positions for the remaining Exco Election, no more than one vote per candidate.

Section 4

1. If there are any vacancies because of resignation or other reason causing the candidates to leave office, the vacant positions shall be fulfilled subject to the majority approval of the remaining members of the Exco.

2. A position shall remain vacant if no candidacy is announced in the election.

Section 5

1. Each candidate has to declare himself as a Presidential Candidate or an Exco Candidate or both.

2. The Presidential Candidate with the highest number of votes shall be elected to the Executive Committee. The individual positions shall be assigned upon mutual agreement by the members of the newly elected Exco.

3. In the event that no president is elected during the Executive Committee Election, the newly elected Executive Committee shall elect the President among themselves.

4. If only one candidate is elected during the Executive Committee Election, that candidate shall automatically assume the position of the President. The elected candidate is empowered to recruit members of the executive committee.

All Exco candidates and the Presidential Candidate must have majority approval of the members present at the election to be elected as the executive committee.

Article 7 Resignation

Section 1

Any Exco officer (except the President) who resigns from office shall file a resignation letter to the President. Official resignation shall be effective upon the written approval of the President.

Section 2

In case of the President's resignation, the resignation letter shall be filed with the Vice President (Internal), who shall conduct an emergency Exco meeting for the approval of the resignation. Official resignation shall be effective upon the written approval of the Vice President (Internal).

Article 8 Impeachment

Section 1

In the event that any officer is proved to be incompetent in office, grievance must be filed with the President, who will then preside over the impeachment procedure.

In the case of the President, grievance must be filed with the Dean of Students Office, who will then preside over the impeachment procedure, and insure a fair hearing.

Section 2

A Grievance Form must be signed by the President, accompanied by a Petition of Concern signed by a minimum of twenty percent of the membership.

Section 3

In order for an officer to be impeached, there must be a majority vote of at least thirty five percent of the voting student membership.

Article 9 Amendment Procedure

Section 1

This Constitution can be amended only by a majority vote of the HKSS student membership in a general meeting in which at least thirty five percent of the HKSS student membership votes.

Section 2

Any amendment proposed must be filed in writing to the Executive Committee seven calendar days prior to a general meeting which is accompanied by at least fifteen percent but no less than ten membership signatures.

Section 3

All Amendments proposed hereafter is required to explicitly state the date on which the amendment shall be in effect.

If more than one amendment is being proposed concurrently, each may carry a different effective date, which shall be individually stated.

Article 10
Official Documents

Section 1

The official document of HKSS shall include this Constitution; the minutes of the Exco meetings, and all financial documents of the HKSS.

Section 2

Any contradiction that arises from the official documents and the wordings therein shall be decided in favor of this constitution.

Section 3

The official sponsor of the HKSS shall be the Center for Pacific Rim Studies at UCLA.

Section 4

The HKSS possesses its own rights to adopt its own rules and procedures, to set its terms of membership, and further, to establish such relationship with the University of California, Los Angeles, as shall be beneficial to the interests of Hong Kong students and interest of Hong Kong students and in compliance with the activity guidelines of UCLA.

Article 11
Financial Year

The financial year of the HKSS shall end in the 30th day of June in each year, on which day the accounts of the HKSS must be, at least, balanced to zero.

Article 12
Interpretation of the Constitution

The Executive Committee has the authority to interpret the Constitution approved by the Center for Student Programming Office.