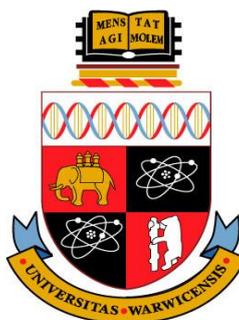


THE UNIVERSITY OF WARWICK STUDENTS' UNION HONG KONG PUBLIC AFFAIRS AND SOCIAL SERVICE SOCIETY

CONSTITUTION OF SOCIETY



WARWICK HONG KONG PUBLIC AFFAIRS
AND SOCIAL SERVICE SOCIETY



(Amended to 6 February 2012)

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Name

Article 1: The name of the Society shall be “The University of Warwick Students’ Union, Hong Kong Public Affairs and Social Service Society (華威大學香港公共事務及社會服務學會)”.

Interpretation

Article 2: In this Constitution: -

“Academic Year” means the period between 1st August in one year and 31st July in the next year determined by the Union as the period during which Students are required to be registered with the University of Warwick. Each Academic Year is for the time being divided into three terms.

“Associate Member” means any individual as the Executive Committee may admit to Membership pursuant to Article 13 and having the right set out under Article 20.

“Companies Acts” means the Companies Acts, (as defined in Section 2 of the Companies Act 2006), in so far as they apply to the Union or any statutory modification or re-enactment.

“Executive Committee” means the Committee for the time being of the Society.

“Full Member” means any individual as the Executive Committee may admit to Membership pursuant to Article 12 and having the right set out under Article 19.

“Member” means a member of the Society and includes a Full Member or an Associate Member, as appropriate and “Membership” shall be construed accordingly.

“Resolution” means the resolutions for the time being in force of the Society.

“Regulation” means the regulations for the time being in force of the Society.

“The Society” means the above-named society.

“The Union” means the Warwick Students’ Union, incorporated on 29 June 2010.

“The University of Warwick” means the University of Warwick, incorporated by Royal Charter on 8 March 1965.

“Subdivision” means the subdivisions for the time being and later created by the Executive Committee of the Society.

Expressions referring to writing shall, unless the contrary intention appears, be construed as including references to printing, lithography, photography, and other modes of representing or reproducing words in a visible form.

Unless the context otherwise requires, words or expressions contained in this Constitution shall bear the same meaning as in the Companies Acts or any statutory modification thereof in force at the date at which this Constitution become binding on the Society.

General

Article 3: The Society is a member of the Warwick Students’ Union. The Society, its Officers, its funds and all its activities shall be subject to the provisions of the Memorandum and Articles of Association, Bye-laws, Regulations and policy of the Union.

Article 4: The Society shall abide by the Union’s current Equal Opportunities Policy and Environmental Policy statement.

Article 5: The Society shall be subject to a disciplinary code as laid down by the Union and administered by the Societies Federation Committee.

Article 6: The Society shall be non-profit making.

Article 7: The Society must not affiliate to nor accept funds from any political bodies.

Article 8: The Society’s official written language shall be English. Traditional Chinese may also be used only as counterpart of English original version; English shall be authoritative in all circumstances.

Article 9: The mottos of the Society are “Knowledge and Action” and “知行合一”.

Aims and Objectives

Article 10: The aims and objectives of the Society, which shall be annually subject to review by the Executive, are as follows: -

“WE aim at promoting awareness of public affairs and enhancing knowledge of the historical and contemporary Hong Kong related issues to students. Also, we aim to implant a sense of competence on influencing the community to students. Apart from discussing on-going issues, we also target on contributing to the community through social services. Regarding our objectives, we will collaborate with the other societies within and outside the University of Warwick. Apart from the above, we provide regular platforms for students to discuss related issues. We would invite speakers to give speeches and seminars to students. We also publish articles to distribute to members of the university. In the field of social services, we organise trips and fund raisings to serve the community.”

Memberships

Article 11: The Society shall have two categories of Membership: -

- (i) Full Membership; and,
- (ii) Associate Membership.

Article 12: A natural person shall be entitled to be registered as the Full Member of the Society if: -

- (a) he is a registered member of the Union or Societies Federation, and;
- (b) he is willing to uphold this Constitution of Society.

Article 13: A natural person shall be entitled to be registered as the Associate Member of the Society if he satisfies one of the following conditions: -

- (a) The first condition is that: -
 - (i) he is a registered member of the Union or Societies Federation, and;
 - (ii) he is willing to uphold this Constitution of Society; and,
 - (iii) he does not hold the full membership of the Society, and;
 - (iv) he is willing to accept any terms and conditions as from time to time determined by the Executive Committee.
- (b) The second condition is that he is a staff or alumnus of the University of Warwick.

Article 14: Full Membership shall be open to all full, associate and honorary members of the Students' Union and full, associate and honorary members of Societies Federation; Associate Members shall not be entitled to vote in elections or to stand for election.

Article 15: Full Members shall be admitted only upon payment of the required subscription. The subscription rate should reflect the true cost of the facilities made available to the Members of the Society.

Article 16: All applications for admission to Associate Membership shall be determined by resolutions of the Executive Committee by simple majority. The Executive Committee shall have the right to refuse any application for Associate Membership without providing any reason therefor.

Article 17: All Members are subject to the Union's regulations, disciplinary code and policies.

Article 18: The Executive Committee shall adapt, amend or repeal membership regulations in accordance with this Constitution from time to time its shall think fit.

Rights and Responsibilities of Members

Article 19: Full Members shall have the following rights and obligations: -

- (i) The right to stand for elections; and,
- (ii) The right to nominate and to be nominated for elections; and,
- (iii) The right to vote in the General Meeting and elections; and,
- (iv) The right to move resolutions in the General Meeting; and,
- (v) The right to speech in the General Meeting; and,
- (vi) The right to participate in all activities of the Society; and,
- (vii) The obligation to uphold this Constitution and regulations of the Society; and,
- (viii) The obligation to support the Society; and,
- (ix) The obligation to obey the law and the Union's regulations, disciplinary code and policies.

Article 20: Associate Member shall have the following rights and obligations: -

- (i) The right to speech in all General Meetings; and,
- (ii) The right to participate in all activities of the Society; and,

- (iii) The obligation to uphold this Constitution and the regulations of the Society; and,
- (iv) The obligation to support the Society; and,
- (v) The obligation to obey the law and the Union's regulations, disciplinary code and policies.

Subscriptions

Article 21: The Executive Committee may from time to time determine the amount of subscriptions.

General Meetings

Article 22: The General Meeting shall be the sovereign body of the Society, and it shall be governed by the rules of order or regulations determined by the body itself.

Article 23: The Society shall in each Academic Year hold a general meeting as its Annual General Meeting, and shall specify the meeting as such in the notices calling it. The Annual General Meeting shall be held at such time and place as the Executive Committee shall appoint but no Annual General Meeting shall be held later than the end of the ninth week of the Second Term in each Academic Year.

Article 24: All general meetings other than Annual General Meetings shall be called Extraordinary General Meetings. The Executive Committee may, whenever they think fit, convene an Extraordinary General Meeting.

Article 25: The business of an Annual General Meeting shall be to receive and consider the accounts and the reports of the Executive Committee and of the Treasurer, discussing and suggesting plans and activities for the coming year, the creation of the offices of the Executive Committee, the appointment of Election Officers and Returning Officers and to hold the Executive Committee to account by question or censure.

Article 26: All business shall be deemed special that is transacted at an Extraordinary General Meeting and also all that is transacted at an Annual General Meeting with the exception of those referred to in the preceding Article.

Article 27: All general meetings shall be called by not less than seven (7) days' prior notice in writing at the least. The notice shall specify the place, the date, the hour and the nature of the meeting.

Provided that a meeting of the Society shall be called by shorter notice than that specified in this Article be deemed to be duly called if it is so agreed: -

- (a) in the case of a meeting called as the Annual General Meeting, by all the Full Members; or,
- (b) in the case of any other meeting, by a majority in number of the Full Members, being a majority together representing not less than ninety-five per cent (95%) of the total number of Full Members; or,
- (c) in the case of a meeting called for the purposes of elections, by the Election Officers from time to time they shall think fit to call another meeting for the said purposes.

Article 28: The quorum of Members for the General Meeting shall be not less than twenty present (20%) of the total Full Membership.

Article 29: Subject to Article 46, the President of the Society shall be the presiding officer of a General Meeting. If the President shall not be present within fifteen (15) minutes after the time appointed for holding the meeting or is unwilling to act or has given notice to the Society of his intention not to attend the meeting, the members of the Executive Committee present shall appoint one of their members to preside over the meeting.

Article 30: Subject to Article 27, the Executive Committee must call an Extraordinary General Meeting within twenty-one (21) days upon the request of at least fifteen (15) Full Members or the request of the Societies and Student Development Officer.

Votes of Members

- Article 31: Only Full Members shall be entitled to vote in the General Meeting. Every Full Member shall have one vote in the meeting given that no person shall have more than one vote in all circumstances. No proxy vote is accepted in all General Meetings and Elections
- Article 32: The General Meeting shall act by a show of hands and by a majority of more than fifty-five (55%) of all Full Members in the General Meeting present. If a request is made, a secret ballot must be held. This ballot should be counted by a member of the Executive Committee, excluding any member that declares interest in the outcome of the ballot.
- Article 33: The presiding officer shall have no vote unless he, at his sole discretion, determines that a tie-breaking vote is necessarily needed.

Executive Committee

- Article 34: The Executive Committee shall be the executive and decision-making body of the Society. The Executive Committee shall consist of the President, Treasurer and Secretary and not less than two (2) nor more than eight (8) other members of the Executive Committee. The General Meeting may from time to time give titles to the remaining members of the Executive Committee and create other offices as it believes necessary.
- Article 35: The term of office of the Executive Committee shall be between the start of the second week of the Third Term in one Academic Year and the end of the first week of the Third Term in the next year.
- Article 36: All members of the Executive Committee shall be selected by the General Meeting from amongst the Full Members of the Society by elections which shall be direct, fair, equal and open and shall be held by secret ballot.
- Article 37: The Executive Committee shall be responsible for the day-to-day operation and management of the Society, the supervision of the performance of all Society's subdivisions in accordance with their respective regulations, and may decide upon any matter that has not yet been decided upon by the General Meeting and pass regulations for the same reason in accordance with this Constitution.

- Article 38: The Executive Committee shall be further responsible for: -
- (a) organising the activities of the Society in such a way as to include the greatest possible number of the Society's members; and,
 - (b) directing the expenditure of the Society's funds in a responsible fashion and in line with the aims, objectives and planned activities of the Society; and,
 - (c) formulating and submitting an annual bid for funds from the Societies Federation Committee prior to any specified deadline which shall include a statement of activities and objectives for the coming year and detailed justification of the figures contained within the bid; and,
 - (d) formulating and submitting any additional bids for funds from the Societies Federation Committee or Groups within the Union; and,
 - (e) assisting any review if the Society's activities and use of funds carried out by any Standing Committee or Group of the Students' Union that has granted funds to the Society; and,
 - (f) upholding this Constitution of Society and ensuring that the aims and objectives reflect the Society activities; and,
 - (g) ensuring that all society activity abides by law.

Article 39: The General Meeting may from time to time adapt, alter or repeal regulations on the power, responsibilities and duties of the offices of the Executive Committee.

- Article 40: A person shall not be entitled to hold the office of the Executive Committee if: -
- (i) he is an Associate Member of the Society, or;
 - (ii) he is an Associate member or Honorary member of the Union or Societies Federation, or;
 - (iii) he has received payment for the provision of services to the Society (not including reimbursement of personal expenditure on behalf of the Society).

Article 41: The Executive Committee shall act as a collective body, and shall be fully accountable to the General Meeting.

Article 42: The General Meeting may hold the Executive Committee into account by questions, censure, no confidence and impeachment. Only a quorate general meeting of the society may remove a member of the Executive Committee from office. This can be carried by a simple majority of voting members present.

If the General Meeting passes a no-confidence or rejects a confidence, the Executive Committee shall be dissolved *ex tempore*, and the General Meeting shall hold Re-open Elections within fourteen (14) days and, subject to Article 51, must request an independent observer.

Elections

Article 43: Elections of the Society shall be held at a quorate general meeting. An Extraordinary General Meeting for the purposes of electing all members of the Executive Committee shall be called “General Election”; an Extraordinary General Meeting held, in addition, for the purposes of filling the vacant offices shall be called “Bye-Election”; and any other Extraordinary General Meetings held for the purposes of election shall be called “Re-opening Election”. All prescribed general meetings in this Article shall also be called “Election”.

Article 44: Elections shall be governed by electoral regulations. The General Meeting may from time to time adapt, alter or repeal such regulations in accordance with this Constitution.

Article 45: Only Full Members shall be entitled to vote and stand for elections provided that they have joined the society and paid the appropriate subscription fee before the elections take place.

Article 46: Elections shall be presided over by an Election Officer, and the ballots shall be counted by Returning Officers. The General Meeting shall appoint at least one Election Officer and one Returning Officer from amongst Full Members upon nominations of the Executive Committee in each academic year. Election Officers and Returning Officers shall not be entitled to stand for elections.

Article 47: Elections must be held by secret ballots.

Article 48: No person standing for election shall be selected automatically in all circumstances including an uncontested election. Where there is more than one

candidate, the Election Officer must ensure all candidates are given free, fair and equal opportunity to make a speech and to respond to questions.

Article 49: The General Meeting may apply a nomination system for elections. In the case a nomination system is applied, the Executive Committee shall hold a reasonable and proper nomination period before issuing the written notice calling for the elections. The regulations for nomination shall be determined by the General Meeting.

Article 50: The Society may request an independent observer for the elections. The Societies Officer shall nominate one.

Subdivisions

Article 51: The Executive Committee may from time to time create and remove any subdivisions of the Society. All subdivisions shall be governed by their respective regulations, and shall be fully accountable to the Executive Committee. The Executive Committee shall be eligible to adapt, alter or repeal such regulations at its sole discretion.

Finance and Accounting

Article 52: The Society shall not pay or transfer any portion of its income and asset directly or indirectly to the members of the Society. However, nothing herein shall prevent the payment, in good faith, by the Society to any member of the Society of out-of-pocket expenses.

Article 53: The Treasurer shall keep proper books of account to give a true and fair view of the state of the Society's affairs and to explain its transactions. The book shall be kept at such place as the Executive Committee think fit and shall be opened to the inspection of the Union at all times.

Article 54: The Executive Committee shall from time to time determine whether and to what extent and at what time and place and under what conditions or regulations the accounts and books of the Society or any of them shall be disclosed to the inspection of the Members.

Seal

Article 55: The common seal of the Society shall only be used by the authority of the Executive Committee.

Logo

Article 56: The logos and other identities of the Society shall only be used by the authority of the Executive Committee. The Executive Committee shall be eligible to adapt, alter or repeal regulations for the purpose of this Article at its sole discretion.

Amendment

Article 57: Any alterations to this Constitution of Society must be ratified by the Societies Federation Committee.

The power to amend this Constitution shall be vested in the General Meeting. Only the Executive Committee and Full Members shall have the power to propose bills for amendments to this Constitution.

Amendments to this Constitution shall be passed at a quorate General Meeting which the quorum of Members shall be not less than forty present (40%) of the total Full Membership. Those proposed by Full Members shall be sponsored by at least four other Members while the same proposed by the Executive Committee shall be agreed within the body by not least than two-thirds majority. Amendments shall be submitted to the Society's Secretary not least than ten (10) days prior to a General Meeting.

Amendments to this Constitution of Society shall be ratified with consent from at least two-thirds of Full Members in the General Meeting present.

Conflict

Article 58: In the case of conflict, this Constitution shall be determined by the President with and by the advice of the Executive Committee.

This Constitution contains fifty-eight (58) Articles;

This Constitution was approved by the Societies Committee on 9 December 2011; was adapted by special resolution passed at the Extraordinary General Meeting dated 6 February, 2012; came into force on 6 February 2012.

Signatures:

(Signature)

President
(MS Mui Ling TAM)

(Signature)

Vice-President
(MR Chun Kwok LAU)

Date: 6 February 2012

Seal:

(Seal)