**Association of British And Chinese University Students (ABACUS) Constitution**

**Contents**

1 Name

2 Aims and Objectives

3 Membership

4 Subscriptions and Finance

5 Club/Society Officials

6 Duties of Club/Society Officials

7 Meetings

8 Voting

9 Constitutional Changes

10 Complaints Procedure

11 SGSU Commitments

12 Discipline

13 Declaration

1.0 **Name**

1.01 The Club/Society's name shall be Association of British And Chinese University Students (ABACUS)

2.0 **Aims and Objectives**

2.01 The aim of the Club/Society shall be:

· To spread awareness and integrate East Asian culture to the student population

2.02 The aim shall be achieved by

· Preparing various social events that will encourage students to engage and experience East Asian culture

3.0 **Membership**

3.01 Membership of the Club/Society will be open to all members of SGSU in accordance with SGSU Constitution and Policy.

3.02 Members of the Club/Society shall act in accordance with SGSU Constitution and Policy.

4.0 **Subscriptions and Finance**

4.1 A membership fee is required from all Club/Society members. The Club/Society Officials shall determine this fee and are responsible for its collection.

4.2 The Club’s/Society’s financial matters shall be dealt with in accordance with SGSU Constitution and Policy.

5.0 **Club/Society Officials**

5.01 An elected committee will conduct the running of the Club/Society.

5.02 The committee shall ensure that the Club/Society abides by this Constitution.

5.03 The committee will consist of the following officers who shall

be members of SGSU:

· 2 Co-Presidents

· Vice-President

· Treasurer

· Events Officer

· Publicity Officer

5.04 The committee will serve for one academic year.

6.0  **Duties of Club/Society Officials**

6.01 The Society Co-Presidents are responsible for:

* + - Overseeing all affairs within the society
		- Acting as the final decision maker(s) of the decisions
		- Work with other ABACUS in various universities for events

6.02 The Society Vice-President is responsible for:

* Recording the meetings of the committee and relaying the key points to everyone of the committee afterwards
* Organising the venue of all meetings and ensuring everyone is aware of the time and place
* Aiding the co-presidents when needed, as well as acting as an alternative voice for the co-presidents

1.3 The Society Treasurer is responsible for:

* Heading all financial decisions made within the society
* Creating and controlling the budget for society’s events

1.4 The Society Events Officer is responsible for:

* Organising and planning internal events
* Aiding the Presidents with external events

1.5 The Society Publicity Officer is responsible for:

* Spreading the word of various events
* Recruitment of new members

7.0 **Meetings**

7.1 The Club/Society Committee shall meet regularly during term time.

7.2 Regular Committee meetings are required to discuss all Club/Society matters. Minutes shall be made available to SGSU for ratification.

8.0 **Voting**

1.1 This will take place for the election of Officials and any other issue that the Club/Society deems of importance.

1.2 Only Club/Society members will be entitled to vote.

1.3 The results of any election shall be passed to the Sports/Societies Officer and the General Secretary of SGSU at the earliest opportunity.

9.0 **Changes to the Club/Society Constitution**

1.1 Changes can be implemented if a two-thirds majority is obtained at an annual or extraordinary general meeting of the Club/Society.

1.2 Any changes shall be deemed provisional until passed to the Sports/Societies Officer and the General Secretary of SGSU at the earliest opportunity and subsequently ratified.

10.0  **Clubs/Societies Complaints Procedure**

10.01 Any complaints shall be dealt with in accordance with SGSU Constitution and Policy.

11.0  **SGSU Commitments**

11.01 The Club/Society shall adhere to SGSU Constitution and Policy

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12.0 **Discipline**

12.01 Any disciplinary matters shall be dealt with in accordance with SGSU Constitution and Policy.

13.0 **Declaration**

**I declare that the Association British and Chinese University Student Society shall abide by this**

**Constitution, drawn up on this 30th day of the 9th month, 2015**

**\_\_\_\_\_\_\_\_\_\_\_ Yanfeng Ren, 30/09/2015 Society Co-President**

Sign, Print and Date

 **\_\_\_\_\_\_\_\_\_\_\_ Nicolas Li, 30/09/2015 Society Co-President**

Sign, Print and Date

**I declare that this Constitution has been ratified by SGSU and the**

**Association British and Chinese University Student Society is hereby recognized by SGSU**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **SGSU Sports/Societies Officer**

Sign, Print and Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **SGSU General Secretary**