

# **Constitution of the Chinese Students and Scholars Association of Trinity College Dublin**

## **1 Name**

The Society shall be known as Trinity College Dublin Chinese and Scholars Association, i.e. TCD-CSSA.

## **2 Objects**

2.1 To promote the friendship among members

2.2 To prompt the understanding of history, culture, economic and political development of China among members and promote Chinese culture among other ethnic student groups.

2.3 To prompt the communication and exchanges between members and Trinity College Dublin

2.4 To prompt the communication and exchanges between members and academic organisations (universities, institutes) in China.

2.5 To promote the co-operation with local Chinese communities.

## **3 Membership**

3.1 Any person in TCD who agrees with the aims of the TCD-CSSA is eligible to apply and, with the approval of the Executive Committee (hereinafter referred to as EXCO), becomes a member of the TCD-CSSA.

3.2 Ordinary membership shall be granted to capitated students in return for a subscription of €2.

3.3 All members shall support the activities sponsored by the Association.

3.4 Any member may terminate his or her membership at any time by noticing the President in written form. The membership is assumed to be terminated when a member completes his/her study and leaves TCD.

## **4. The Committee:**

4.1 The Committee shall consist of the President, Vice-President, Treasurer, Secretary and other members.

4.2 The President is the head of the Association and therefore represents the Association in all relevant occasions. The President convenes and chairs every meeting of the EXCO. The President should give a work plan to all the members two weeks after the election and an annual work report before the next election.

4.3 The Vice Presidents are responsible respectively for Public Relations, Spots and Leisure and Academic Exchanges.

4.4 The Treasurer of the Association is in charge of finance. Financial sources include donations and financial supports from organisations and individuals. At the AGM, the Treasurer shall be responsible for reporting to the members the income and expenses of the Association in the past year.

**5. Executive Committee Meetings**

5.1 The governing body of the Association is its Executive Committee, which consists of the President, Vice President, the Secretary and other members. The President is elected every year at the Annual General Meeting. The Vice Presidents and the Secretary are nominated by the Elected President and passed at the Annual General Meeting.

**6. Activities**

The Association shall organise parties or other activities to celebrate traditional Chinese festivals, especially Chinese Spring Festival, National Day.

**7. The Annual General Meeting and General Meetings:**

7.1 The Annual General Meeting of the Society (hereinafter referred as the AGM) shall be held annually in November. Every member may nominate (including self-nominate) and be nominated as the candidate of the new President. The general decisive amount of votes in the AGM is a simple majority of attending members, with more than half of all members of the Association attending the vote.

7.2 A notice shall be posted on the Society's notice board or otherwise publicised to the members not less than three days before the meeting giving the date and time of the meeting and the fact that elections to the Committee will take place thereat.

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8. The meeting shall be open to all students and members of the academic staff but only full/ordinary members of the Society shall be entitled to vote.

9. At the meeting the officers shall read their reports of the Society's activities for the year, and the election of a new Committee shall take place.

10. A general meeting of the Society may be called by the Committee or by 50% of the members of the Society presenting a signed petition to the Committee. Three days notice as provided for in the case of an Annual General Meeting shall be given.

11. An Extraordinary General Meeting of the Society may be called following the procedure set out above for General Meetings.

12. Candidates for election must be full/ordinary members of the Society, and each candidate must be nominated and seconded by a full/ordinary member of the Society.

13. No one shall be admitted to membership less than 24 hours before an Annual General Meeting or Extraordinary General Meeting.

14. **The Officers:**

The President shall oversee the general running of the Society and shall be answerable to the Committee.

15. The Secretary shall be responsible for all the correspondence of the Society and shall keep a record of it, and for keeping the minutes of all meetings of the Society and of the Committee and to provide the Secretary of the C.S.C. with a record of the Society's activities during his/her term of office not later than the date set by the C.S.C. for submission of this report, and shall be answerable to the Committee.

16. The Treasurer shall be responsible for all the finances of the Society, for the collection of subscriptions and the maintenance of accounts and shall have the duty of conducting routine communications with the C.S.C. on financial matters including the provision of estimates for expenditure.

17. The Treasurer and the President shall be jointly responsible for the financial affairs of the Society. Although the affairs of the Society shall be in general conducted according to the vote of all of the members of the Committee, if the Committee over-rules the advice of the President and the Treasurer on a major financial matter or the Committee proceeds in the absence of the President and the Treasurer on such a matter, then the President and the Treasurer shall either accept responsibility for the decision, or communicate directly and immediately with the Treasurer of the C.S.C. in which case the Committee shall hold responsibility for the consequences of the decision in question. If only one of the said officers dis-associate himself/herself from the decision, then the other officer shall assume complete responsibility; neither will the officer disassociating himself/herself be forced to accept responsibility by the vote of the Committee or of the Society, though they may be called upon to resign by the due process of the Society in which case such former officer shall bring the case to the notice of the C.S.C.

18. The Treasurer or the President or any persons may be requested to appear before the C.S.C., or officer or sub-committee of the C.S.C. to provide information concerning the finances of the Society. If a prima facie case exists that Society funds have been misused or mis-

appropriated, the C.S.C. may ask the Senior Dean to declare the person or persons concerned indebted to the College, in which case they may not be permitted to register for the following academic year or to have their degree conferred.

19. The Treasurer shall close his/her accounts on March 31st of each year and thereafter as soon as may be possible shall arrange for the accounts to be audited as provided by the C.S.C. and these accounts shall be presented to the Committee of the Society and the C.S.C. for approval.
20. All cheques and withdrawal forms from the Society's bank account shall be signed by two of the designated officers: who shall be the President, Treasurer and Secretary.
21. The ordinary members of the Committee shall be delegated any other duties by the President as are seen fit.
22. **Amendments:**  
A proposal for any amendment of the Constitution may be accepted If the proposal Is raised by the EXCO or by more than twenty members and supported by more than two-thirds of the members presented at an AGM or EGM, and then the Constitution shall be amended accordingly.
23. This constitution is binding as and from the date of being approved by both the Society and the C.S.C.