

CONSTITUTION OF CLUB PROGRAM OFFICE

Name of Organization: Postgraduate Researcher Society

Statement of Purpose: The purpose is to serve, guide, support and develop clubs to enrich the university Club culture and promote the brand of Postgraduate Researcher Society. It is a self-managed organisation by students and is under the guidance of the university and the monitoring of clubs. Postgraduate Researcher Society contains two departments: Activity and Planning Department and Finance Department.

To promote ethical leadership and achievement and to cultivate civic responsibility.

To provide the student opportunities for association and interaction with the faculty and administrative staff of XJTLU.

Membership: Postgraduate Researcher Society is free to accept new members without regard to race, religion, national origin, ethnicity, colour, age, gender, marital status, citizenship, or disability. Regular membership is limited to XJTLU students. All regular members must be in good academic standing with the university. Each member has equal rights and privileges. The faculty and staff of XJTLU are eligible to be non-voting members. For an organisation to be recognised by XJTLU, a minimum of ten (10) XJTLU students need to be regular members.

Officers: 1 President, 1 vice-president, 2 department heads

The officers have equal privilege despite the different duties.

Meetings: An Officer Meeting should be held at least three times per month during each semester. A General Membership Meeting should be held at least twice per semester. The president or a member may call special meetings. All members must be given a minimum of 48 hours' notice, weekends and holidays excluded, before the meeting time. If one is not available, he/she needs to tell the president 24 hours in advance. The meeting should not interfere with the study of all members.

Method to Amend the Constitution:

In writing, proposed constitutional amendments made by a member shall be presented to the Postgraduate Researcher Society, one meeting before it may be voted upon.

Approval by two-thirds of the voting members present at a regular meeting shall pass a proposed amendment.

The succession of officers: In the event of permanent incapacitation, resignation, or removal from office, the line of temporary succession shall be as follows: President, Vice President, and Department Head.

Upon the vacancy of any office, a new candidate will be elected at the next regular meeting or at a special meeting.

Statement of affiliation with national or other off-campus organisation:

Tinggi University, Fudan University, Suzhou University, and Shanghai Jiao tong University, Changzhou University, Shanghai Normal University, Nanjing University, Nanjing Normal University, and Nanjing University of Aeronautics.

Each organisation has equal privilege and accepts others' opinions politely. During the meeting, all the members ought to voice their views as much as possible.

Bylaw:

Membership:

All of the members are supposed to have a sense of honour in the Postgraduate Researcher Society family.

Regular and Honorary

Regular members should obey the regulations of the Postgraduate Researcher Society and complete the tasks given by officers on time.

Honorary: As the leader of the organisation, they take responsibility for all the affairs relevant to the development of the Postgraduate Researcher Society.

To be a regular member

He/she firstly fill out the application form

He/she has to pass the group interview and individual interview, which applies to the need of the six departments.

He/she needs to have training lessons tests offered by the corresponding department.

He/she ought to be evaluated by the head of departments at regular intervals.

To be an honorary member

He/she has to have outstanding performances during the activity.

He/she has a good relationship with members of the Postgraduate Researcher Society.

He/she has the approval of heads and presidents.

He/she has the spirit of perseverance to develop Postgraduate Researcher Society

Pay dues: None

Only students enrolled at XJTLU may vote on issues that come before the student organisation.

Any member may be suspended or expelled from the organisation for conduct contrary to the organisation's constitution or for conduct that grossly impairs the members' rights to enjoy the organisation's benefits. The offence must be submitted in writing by a member. After the offence has been submitted to the organisation,

the offending member shall have the right to a hearing before the organisation at a regular meeting and may be suspended or expelled only upon the affirmative vote of three-fourths of the voting members present. The offending member has the right to appeal an adverse decision at a regular meeting, and such offending members shall be reinstated only if the suspension or expulsion is overturned by a three-fourths vote of voting members present.

Officers:

The president shall preside at all meetings of the organisation. He/she shall be the organisation's official spokesperson, representing policies, views, and opinions of the organisation in its relations with the campus and community at large. He/she shall have such further powers and duties as may be prescribed by the organisation.

The Vice President shall preside at the organisation meetings in the absence of the president. He/she shall perform all legal duties assigned to him/her by the president. He/she shall notify all members of the organisation meetings.

The Treasurer shall handle all financial affairs and budgeting of the organisation, maintaining all necessary accounting records. Said records shall be maintained in accordance with generally accepted accounting principles. He/she shall maintain accounts in the organisation's name, requiring signatures of both the Treasurer and President for authorised disbursements. All disbursements require the majority approval of the officers and SAO.

In the event that an elected officer is unable to fulfill his/her term of office, there shall be an election to fill the vacancy at the next regular meeting or at a special meeting. Any eligible member, including those already holding offices, may be nominated for a vacant office. However, an executive officer may hold up to two positions at a time.

Petition by one-third of the total number of members shall be cause for a recall election. The offense must be submitted in writing by a member. After the offense has been submitted to the organisation, the offending officer has 48 hours before the

hearing. A recall election shall be held at the next regular business meeting after the presentation of the recall petition and shall be conducted as a special election. The recall will require a favourable vote of three-fourths of the total voting members present.

To be eligible for office in the organisation, a candidate for office must be a full-time student in good academic standing.

The term of office for the officers of the organisation shall be for one academic year. No officer is allowed to hold the same office for more than two consecutive terms.

Adviser:

There shall be at least one adviser from the faculty or administrative staff of XJTLU elected by the organisation.

The advisers shall serve a term of one year and will be elected simultaneously as the officers of the organisation.

The adviser(s) shall be ex-officers, non-voting member(s).

Committees:

Membership recruitment committee: Set up by officers and they will track its procedure.

Election committee: Constituted by president group and tutors from SAO and voted by the presidents, department heads, tutors and club presidents.

Quorum:

The percentage of members that constitutes a quorum shall be fifty per cent plus one.

In voting, a majority shall consist of more than fifty per cent of those voting.

There must be a quorum in order for any official vote or election to occur.

Elections:

Elections will be held once each academic year. Date of election to be established by the presidium.

At least one week's notice shall be provided for any meeting at which a regular election is to be held.

Elections shall be by secret ballot (intraday).

Method to Amend the Bylaws:

Proposed bylaw amendments made by a member shall be presented to the organisation, one meeting before it may be voted upon.

Approval by two-thirds of the voting members present at a regular meeting shall pass a proposed amendment