

CONSTITUTION OF XINYU GOURMET CLUB

XI'AN JIAOTONG LIVERPOOL UNIVERSITY

Article I. Xinyu Gourmet Club

Article II. Statement of Purpose:

Section 1. *Xinyu Gourmet Club aims to lead members who love food culture to explore the mysteries of world cuisine. Our club has 1-2 food preparation sessions every month. We want members to relax from their busy study and life, and enjoy the fun of making delicious food, and finally taste the food they make.*

Section 2. To provide the students opportunities for association and interaction with the faculty and administrative staff of XJTLU.

Article III. Membership:

Section 1. Our organization is free to accept new members without regard to race, religion, national origin, ethnicity, color, age, gender, marital status, citizenship, or disability

Section 2. Regular membership is limited to XJTLU students. All regular members must be in good academic standing with the university.

Section 3. Each member has equal rights and privileges.

Section 4. For organization to be recognized by XJTLU a minimum of ten XJTLU students need to be regular members.

Section 5. All members must pay their membership fees on time.

Article IV. Officers:

Section 1. The elected officers of the Executive Board shall be the President, Vice President, Finance Minister, Planning Minister, Secretary Minister, Activities Minister, and Propaganda Minister.

Section 2. Except for the president and vice president, each department is allocated a certain number of officers.

Article V. Meetings:

- Section 1. An Officer Meeting should be held at least once per month during the academic year. A General Membership Meeting should be held at least once per semester.
- Section 2. Special meetings may be called by the President or a member. All members must be given a minimum of 48 hours notice, weekends and holidays excluded, prior to the meeting time.
- Section 3. After each activity, there should be a small-scale debriefing meeting within each department

Article VI. Method to Amend the Constitution:

- Section 1. Proposed constitutional amendments made by a member shall be presented to the organization, in writing, one meeting before it may be voted upon.
- Section 2. Approval by two-thirds of the voting members present at a regular meeting shall pass a proposed amendment.
- Section 3. Approval by the Academic Club Council is needed to change the constitution.

Article VII. Succession of officers:

- Section 1. In the event of permanent incapacitation, resignation, or removal from office, the line of temporary succession shall be as follows: President, Vice President, Minister, Treasurer, Planning Director, propaganda of minister and Secretary.
- Section 2. Upon the vacancy of any office, a new candidate will be elected at the next regular meeting or at a special meeting.

Article VIII. Section 1. This club has no affiliation with any external entity.

BYLAWS OF XINYU GOURMET CLUB
XI'AN JIAOTONG LIVERPOOL UNIVERSITY

Bylaw I. Membership:

- Section 1. The club consists of two types of members: management and non-management (ordinary club members)
- Section 2. Instruction – To join the club, you must apply to Xinyu Gourmet Club on the student engagement website and pay an annual fee of 50 RMB (as the activity expenses).
- Section 3. Up to a maximum of 20 percent of the members of a student organization may be individuals who are not XJTLU students, e.g., community members, students at other colleges. Only students enrolled at XJTLU may vote on issues that come before the student organization.
- Section4. Any member may be suspended or expelled from the organization for conduct contrary to the constitution of the organization or for conduct that grossly impairs the rights of the members to enjoy the benefits of the organization. The offense must be submitted in writing by a member. After the offense has been submitted to the organization, the offending member shall have the right to a hearing before the organization 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.

Bylaw II. Dues: 50RMB per year

Bylaw III. Officers:

- Section 1. The President shall preside at all meetings of the organization. He/she shall be the official spokesperson of the organization, representing policies, views, and opinions of the organization 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 organization.

- Section 2. The Vice President shall preside at the organization 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 organization meetings.
- Section 3. The Treasurer shall handle all financial affairs and budgeting of the organization, maintaining all necessary accounting records. Said records shall be maintained in accordance with generally accepted accounting principles. He/she shall maintain accounts in the organization's name, requiring signatures of both the Treasurer and President for authorized disbursements. All disbursements in excess of 500 RMB require the majority approval of the organization.
- Section 4. The Secretary shall take notes at all meetings of the organization, keep minutes on file and submit required copies to all organization members.
- Section 5. 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 office, may be nominated for a vacant office. However, an executive officer may hold only one position at a time.
- Section 6. 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 organization, 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. Recall will require a favorable vote of three-fourths of the total voting members present.
- Section 7. To be eligible for office in the organization, a candidate for office must be a full-time student in good academic standing.

Section 8. The term of office for the officers of the organization shall be for one academic year. No officer is allowed to hold the same office for more than two consecutive terms.

Bylaw IV. Advisors:

Section 1. There shall be at least one advisor from the faculty or administrative staff of XJTLU elected by the organization.

Section 2. The advisor(s) shall be ex-officio, non-voting member(s).

Bylaw V. Elections:

Section 1. Elections will be held once each academic year. Date of election to be established by the organization.

Section 2. At least one week's notice shall be provided for any meeting at which a regular election is to be held.

Section 3. Elections shall be by secret ballot.

Bylaw VI. Method to Amend the Bylaws:

Section 1. Proposed bylaw amendments made by a member shall be presented to the organization, in writing, one meeting before it may be voted upon.

Section 2. Approval by two-thirds of the voting members present at a regular meeting shall pass a proposed amendment.

Section 3. Approval by the Academic Club Council is needed to change the bylaws.

Bylaw VII. Parliamentary Authority:

Source of authority shall be Robert's Rules of Order, newly revised.

西交利物浦大学

心语美食社章程

第一条 社团名称：心语美食社

第二条 宗旨：

第一节 心语美食社旨在带领热爱美食文化的社员探索世界美食的奥秘。我们的社团每月举办 1-2 次美食制作活动。我们希望社员们能够从繁忙的学习和生活中放松，享受制作美味食物的乐趣，并最终品尝到自己制作的美食。

第二节 为学生提供与西交利物浦大学教职工和行政人员交往和互动的机会。

第三条 社员资格：

第一节

心语美食社可以自由接受新成员，不考虑种族、宗教、国籍、民族、肤色、年龄、性别、婚姻状况、公民身份或残疾。

第二节

正式社员仅限于西交利物浦大学的学生。所有正式社员必须在大学保持良好的学业表现。

第三节

每个社员享有平等的权利和特权。

第四节

为了使社团被西交利物浦大学认可，至少需要有十名西交利物浦大学学生成为常规成员。

第五节

所有成员必须按时缴纳社费。

第四条 社团管理层：

第一节

社团管理层包括社长、副社长、财政部长、策划部长、秘书部长、活动部长和宣传部长。

第二节

除了社长和副社长之外，每个部门都分配了一定数量的管理层成员。

第五条 社团大会：

第一节

在每学年期间，应至少举行一次管理层会议。每学期至少应召开一次全体会员大会。

第二节

特别会议可由社长或社员召开。所有社员必须在会议时间之前至少提前 48 小时收到通知，周末和节假日除外。

第三节

每次活动后，每个部门都应该举行小规模总结会议。

第六条 修改章程的方法：

第一节

成员提出的拟议章程修正案应在进行投票前的一次会议上以书面形式提交给组织。

第二节

在全体大会上出席的投票成员，三分之二同意，则批准通过拟议的修正案。

第三节

修改章程需要得到学术委员会的批准。

第七条 管理层成员的继任：

第一节

在永久性失能、辞职或被免职的情况下，临时继任顺序如下：社长、副社长、活动部长、财政部长、策划部长、宣传部长、秘书部长。

第二节

在任何职务空缺时，将在下一次常规会议或特别会议上选举新候选人。

第八条 本社团与任何外部实体均无任何隶属关系。

西交利物浦大学

心语美食社章程

细则一. 社员:

第一节 该社团包括两类成员：管理层和非管理层（普通社员）

第二节 申请加入社团，您必须在 **Student Engagement** 网站上申请加入心语美食社，并支付 50 元人民币的年费（作为活动费用）。

第三节 一个学生组织的最多 20% 的成员可以是非西交利物浦大学的学生，例如社区成员，其他学院的学生。只有在西交利物浦大学注册的学生才可以就该学生组织提出的问题进行投票。

第四节 任何成员都可能因违反组织章程或行为严重损害成员享有组织福利的权利而被暂停或开除出组织。违规行为必须由一名社员以书面形式提交。在违规行为提交给组织后，违规成员有权在大会上听证，并且只有在出席的投票成员的四分之三投赞成票的情况下，才能停职或开除。违规社员有权在大会上对不利决定提出上诉，停职或开除被四分之三的投票成员投票推翻时，违规成员才能被恢复。

细则二. 社费：每年 50 人民币

细则三. 管理层:

第一节 社长应主持组织的所有会议。他/她将是组织的官方发言人，在与校园和社区的关系中代表该组织的政策、观点和意见。他/她应根据组织的规定，进一步进行权限和职责行使。

第二节 副社长在社长缺席时主持组织会议。他/她应执行社长分配给他/她的所有任务。他/她应通知所有社员进行会议。

第三节 财政部长应处理组织的所有财务事务包括预算表和结算表，保持所有必要的会计记录。这些记录应根据公认的会计原则进行保存。他/她应以组织的名义开立账户，并要求财政部长和社长签字以授权支付。所有超过 500 人民币的支出需要管理层的多数同意。

第四节 秘书部应在大会上记录会议内容，并将记录存档并提交的副本给所有组织成员。

第五节 如果某位当选的部长无法完成其任期，将在下一次常规会议或特别会议上选举填补空缺的候选人。任何符合条件的成员，包括已经担任职务的成员，都可以被提名为空缺职位。但是，社团管理层成员每次只能担任一个职位。

第六节 三分之一的社员签名提交的请愿书时，社团应进行重新选举。违规行为必须由一名成员以书面形式提交。在违规行为提交给组织后，违规管理层成员在听证会前有 48 小时的时间进行请愿书提交，将在提交请愿书后的下一次大会上重新选举，并将作为特别选举进行。重新选举将需要四分之三以上的出席会议的社员同意。

第七节 要想成为该社团的管理层成员，候选人必须是名誉良好的全日制学生。

第八节 该社团管理层的任期为一年。任何管理层都不得连续两届担任同一职务。

细则四. 指导老师:

第一节 该组织应选举至少一名来自西交利物浦大学教师或行政人员的顾问。

第二节 指导老师不具有投票权。

细则五. 选举:

第一节 每学年举行一次选举。选举日期由社团确定。

第二节 对于举行选举的任何会议，应该至少提前一周通知。

第三节 选举应以不记名投票方式进行。

细则六. 修改章程的方法：

第一节 成员提出的拟议细则修正案，应在进行投票前的一次会议上以书面形式提交给组织。

第二节 在大会上出席的三分之二的投票成员赞同，则将批准通过拟议的修正案。

第三节 需要学术委员会的批准才能修改章程。

细则七. 议事规则：

法定规则的来源应为《罗伯特议事规则》最新修订版。