

Constitution of
AIESEC-LC-HKU,
HKUSU

ENACTMENT HISTORY

19th October 2010 [2010-2011 2nd EGM] Amended

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SECTION I GENERAL

Article 1. Name

The name of the association shall be AIESEC – Local Committee – the University of Hong Kong, Hong Kong University Students’ Union, abbreviated as AIESEC-LC-HKU, HKUSU (hereafter AIESEC-LC-HKU). ***(Amended in 2010-2011 2nd EGM)***

Article 2. Constitutional Position

- A) AIESEC-LC-HKU is directly affiliated to the Hong Kong University Students’ Union through Independent Clubs Association, HKUSU (hereafter ICA).
- B) AIESEC-LC-HKU is affiliated to AIESEC Hong Kong Limited. The Local Committee President of AIESEC-LC-HKU shall be an official member of AIESEC Hong Kong Limited. ***(Amended in 2010-2011 2nd EGM)***
- C) The planning of programmes and finances of AIESEC-LC-HKU shall be independent from AIESEC Hong Kong Limited. ***(Appended in 2010-2011 2nd EGM)***

Article 3. Objectives

AIESEC-LC-HKU represents AIESEC and AIESEC Hong Kong Limited at the University of Hong Kong in accordance with its objectives:
Our international platform enables young people to explore and develop their leadership potential for them to have a positive impact in society. ***(Amended in 2010-2011 2nd EGM)***

Article 4. The Way We Do It

AIESEC-LC-HKU provides its members with an integrated development experience comprised of leadership opportunities, international internships and participation in a global learning environment. ***(Amended in 2010-2011 2nd EGM)***

Article 5. Official Language

The official languages of AIESEC-LC-HKU shall be English and Chinese. Either one of them or both can be used where it is deemed appropriate at the discretion of the Executive Committee (hereafter EXCO), as provided in SECTION IV,

Article 1 hereof, of AIESEC-LC-HKU. (*Amended in 2010-2011 2nd EGM*)

Article 6. Site
The site of AIESEC-LC-HKU shall be in campus of the University of Hong Kong.

SECTION II MEMBERSHIP

Article 1. Full membership

All Full Members of Hong Kong University Students' Union shall be entitled to full membership of AIESEC-LC-HKU upon the payment of an annual membership fee.

SECTION III PRIVILEGE

Article 1. All members of AIESEC-LC-HKU shall be entitled:
A) to use all facilities provided for the general use of its members.
B) to attend functions and general meetings arranged by AIESEC-LC-HKU.

Article 2. Full Members shall have the rights to speak, to move and to second motions and to vote in General Meetings.

Article 3. Full Members shall have the right to nominate and be nominated for election, and be eligible for office in the EXCO of AIESEC-LC-HKU as provided under Section VI.

SECTION IV ORGANIZATION

Article 1. Structure (*Amended in 2010-2011 2nd EGM*)

- A) The Executive Board (EXCO) shall be composed of the following:
1. Local Committee President (LCP)
 2. Local Committee Vice President of Exchange (LCVPX)
 3. Local Committee Vice President of Finance (LCVPF)
 4. Local Committee Vice President of Talent Management (LCVPTM)
 5. Local Committee Vice President of Information Management (LCVPIM)
 6. Local Committee Vice President of Corporate Partnership (LCVPCP)
 7. Local Committee Vice President of Communications (LCVPC)

B) (*Repealed in 2010-2011 2nd EGM*)

Article 2. Duties of EXCO (*Amended in 2010-2011 2nd EGM*)

- A) The Local Committee President shall be the chief executive, shall represent all affairs in AIESEC-LC-HKU and shall preside in all meetings of AIESEC-LC-HKU unless otherwise delegated.
- B) The Local Committee Vice President of Exchange shall be in charge of all matters relating to the outgoing side affairs in international internship exchange of AIESEC-LC-HKU. (*Amended in 2010-2011 2nd EGM*)
- C) The Local Committee Vice President of Finance shall be in charge of all matters relating to the finance of AIESEC-LC-HKU.
- D) The Local Committee Vice President of Talent Management shall be in charge of all matters relating to human resources management and members' learning programs of AIESEC-LC-HKU.
- E) The Local Committee Vice President of Information Management shall be in charge of all matters relating to information technology and knowledge management of AIESEC-LC-HKU. (*Appended in 2010-2011 2nd EGM*)
- F) The Local Committee Vice President of Corporate Partnership shall be in charge of all matters relating to the incoming side affairs in international internship exchange of AIESEC-LC-HKU. (*Appended in 2010-2011 2nd EGM*)
- G) The Local Committee Vice President of Communications shall be in charge of all matters relating to external relations and engagements of AIESEC-LC-HKU. (*Appended in 2010-2011 2nd EGM*)

Article 3. Session

- A) The session for the Executive Committee shall commence once elected at the Annual General Meeting (hereafter AGM) and terminated at the next AGM. The date of the AGM shall be held within the period of 1st June to 15th July each year. (*Amended in 2010-2011 2nd EGM*)
- B) Article 3 regarding the dates of AGM shall not affect the arrangement for submission of year plan, annual report, budget and financial report to the ICA.

Article 4. Executive Committee Meetings

- A) EXCO meetings shall be convened by the Local Committee President or in his/her absence other EXCO members as may be appointed by EXCO of AIESEC-LC-HKU.

- B) Each EXCO member shall be entitled the right to speak and vote in the EXCO meetings.
- C) At least two-thirds of the EXCO members shall form a quorum.
- D) Each EXCO member of AIESEC-LC-HKU shall be informed of the agenda for each meeting not less than **three clear days** before the commencement of the meeting.
- E) AIESEC-LC-HKU shall have the power and right to invite any people to attend any meetings or functions of AIESEC-LC-HKU but such person/people shall have no right to vote at each meeting.

SECTION V GENERAL MEETINGS

Article 1. Functions

- A) The resolution of a General Meeting possesses the highest authority in all matters affecting AIESEC-LC-HKU.
- B) *(Repealed in 2010-2011 2nd EGM)*

Article 2. Chairperson

At any General Meetings the Chairperson shall be the LCP or in his/her absence other EXCO member as may be appointed by EXCO of AIESEC-LC-HKU.

Article 3. Notice and Agenda

- A) A notice of the General Meeting and its agenda shall be given seven clear days beforehand.
- B) *(Repealed in 2010-2011 2nd EGM)*

Article 4. Quorum and Resolutions

- A) At all General Meetings, seven percent of its Full Members or 20 Full Members of AIESEC-LC-HKU, whichever the more, shall form a quorum. *(Amended in 2010-2011 2nd EGM)*
- B) *(Repealed in 2010-2011 2nd EGM)*
- C) *(Repealed in 2010-2011 2nd EGM)*
- D) Resolution of the General Meeting shall possess the highest authority of AIESEC-LC-HKU.

Article 5. Returning Officer and Regulations

- A) ICA Councilors or Union Councilors will be eligible for being a Returning Officer upon invitation by the ICA Council Chairperson. Any General Meeting without the presence of a Returning Officer shall be considered invalid. *(Amended in 2010-2011 2nd EGM)*
- B) In all General Meetings, any Constitutions, Council By-laws or Regulations of HKUSU and ICA, and Standing Orders of HKUSU Council shall be observed. *(Amended in 2010-2011 2nd EGM)*

Article 6. Vote by Proxy

Voting by proxy must be accompanied by a letter signed by the Full Member absent one hour before commencement of the meeting. No more than one proxy shall be possessed by one Full Member present in the General meeting.

Article 7. Annual General Meeting (AGM)

- A) Date
The date of the AGM shall be held within the period of 1st June to 15th July each year. *(Amended in 2010-2011 2nd EGM)*
- B) The businesses of the Annual General Meeting shall be: *(Amended in 2010-2011 2nd EGM)*
 - 1) To receive and adopt the minutes of the previous Annual General Meeting together with the minutes of all Extraordinary General Meetings, which may have occurred since the last Annual General Meeting.
 - 2) To receive and adopt the Annual Report of AIESEC-LC-HKU for the current session.
 - 3) To receive and adopt the Local Committee Vice President of Finance's report and the audited Statement of Accounts and the Balance Sheet of AIESEC-LC-HKU for the current session.
 - 4) To amend constitution, if any.
 - 5) To elect EXCO of AIESEC-LC-HKU for the succeeding session.
 - 6) To authorize the newly elected Local Committee President and Local Committee Vice President of Finance to be in charge of the official bank account of the club jointly.
 - 7) Any other business.

Article 8. Extraordinary General Meeting (EGM) *(Amended in 2010-2011 2nd EGM)*

- A) The EXCO may call an EGM at any time.
- B) Upon a written requisition to the LCP and signed by not less than five percent of its Full Members or 15 Full Members, whichever the more, the EXCO shall

convene an EGM within two weeks. Any such requisition shall specify the objectives of the proposed meeting, and other matters shall be discussed at there within the consent of at least two-thirds of the Full Members present. At least three clear days notice shall be given of any amendment of the agenda.
(Amended in 2010-2011 2nd EGM)

- C) No amendment of constitution and rules or any addition or deletion to there shall be made except at the AGM or EGM convened for the purpose.
- D) If there is allegation of any infringement of the constitution, negligence of duties or unbecoming conduct made against any EXCO members of AIESEC-LC-HKU, a motion of no-confidence may be put to a General Meeting. The motion so passed with a two-thirds majority shall call for the resignation of that person.
(Amended in 2010-2011 2nd EGM)

Article 9. Flopping of General Meeting

- A) In case of a quorum cannot be formed after 15 minutes of the scheduled time the Meeting shall be considered as flopped.
- B) In the event of the flopping of any General Meeting, the Chairperson shall convene the meeting within the next two weeks where a seven-day notice shall be given beforehand.

SECTION VI ELECTION

Article 1. Nomination

- A) Nomination for EXCO of AIESEC-LC-HKU as stated in Section IV Article 1 shall be opened two weeks before the AGM and the nomination shall be closed 72 hours before the Election Day.
- B) Nomination for the election of EXCO shall be made in writing signed by two Full Members of AIESEC-LC-HKU.
- C) No one can nominate himself/herself.
- D) In case of no nomination or not sufficient nomination to fill two-thirds of the positions constituting the EXCO of AIESEC-LC-HKU 72 hours before the Election Day, the Chairperson shall have the power to postpone the Election Day for no more than three weeks.
- E) *(Repealed in 2010-2011 2nd EGM)*

Article 2. Voting

- A) When there is only one candidate for the position the candidate shall be declared elected if he has secured a number of votes for him greater than the

number of votes against him and he has secured a number of votes for him no less than one-quarter of the quorum of the AGM.

- B) When there are two or more than two candidates bidding for one position, the elected candidate must gain no less than one-quarter of the votes of the Full Members present in the Election General Meeting and must have the highest vote among the candidates. (*Amended in 2010-2011 2nd EGM*)

Article 3. (*Repealed in 2010-2011 2nd EGM*)

Article 4. Others

If anything unexpected happened in the election, which cannot be dealt in accordance with the constitution, the final decision will resort to a General Meeting.

SECTION VII VACANCY AND RESIGNATION

- A) In case of any EXCO member wishes to resign, he/she shall be terminated from his/her office once the motion is passed with a two-thirds majority in an EGM.
- B) EXCO may demand an EXCO member to resign at an EGM if he/she has committed any serious infringement of the constitution or used the name of AIESEC-LC-HKU in illegal or corruptive acts. He/she shall be terminated from his/her office once the motion is passed with a two-thirds majority in an EGM.
- C) Shall there arises vacancy in the EXCO other than that of the LCP, that vacancy can be filled and elected by other Full Members in an EGM. Shall the LCP resign his/her post or receive a vote of no-confidence, an EGM shall be convened to elect a new LCP.

SECTION VIII FINANCE

Article 1. Sources

- A) Membership Fees
B) Reserve
C) Local Sponsor Group
D) General Marketing
E) Funding
F) Application Fee of function(s)
G) Others

Article 2. Bank Account

The money of AIESEC-LC-HKU shall be kept in a bank account with the signatures of the LCP and LCVPF. These two signatures shall be sufficient for the issuance of cheques.

Article 3. Fiscal Year

The fiscal year of AIESEC-LC-HKU shall commence from 1st July to 30th June of next year.

SECTION IX CONSTITUTION

Article 1 Interpretation

The EXCO shall have the right of interpretation of this Constitution. (*Amended in 2010-2011 2nd EGM*)

Article 2 Alternations and Amendments

No alternations or amendments of this Constitution may be made except at the AGM or EGM as provided in SECTION V herein convened for such a purpose.

SUBSIDIARY LEGISLATION

SECTION I SELECTION OF PROPOSED LOCAL COMMITTEE PRESIDENT

Article 1 Selection

- A) The Local Committee President shall be the Chair of the Presidential Consultation Meeting.
- B) *(Repealed in 2010-2011 2nd EGM)*

Article 2 Voting

- A) When there is only one candidate for the position, the candidate shall be declared selected if he has secured a number of 'For' votes greater than two-thirds of the valid vote.
- B) When there are two or more candidates bidding for the position, the candidate who acquires the number of 'For' votes greater than two-thirds of the valid vote shall be selected. If no candidate acquires such number of votes, the candidate acquiring the least percentage of votes shall be run off after each successive round of voting. The candidate will only be selected if he can acquire at least two-thirds of the votes. The maximum number of voting is the number of candidates
- C) All Full Members of AIESEC-LC-HKU including the candidate(s) shall have equal voting right in the selection.

SECTION II SELECTION OF PROPOSED LOCAL COMMITTEE VICE PRESIDENT

Article 1 Consultation

- A) The Local Committee President shall be the Chair of the Local Committee Vice President Consultation Meeting
- B) The candidate(s) who have acquired at least two-thirds confidence votes from the quorum shall be qualified for attending the Proposed Local Committee Vice President selection panel.
- C) All Full Members of AIESEC-LC-HKU including the candidate(s) shall have equal voting right in the consultation meeting.
- D) *(Repealed in 2010-2011 2nd EGM)*

Article 2 Selection Panel

- A) The Selection Panel shall have the authority to decide the selection result of the

candidates.

- B) The Selection Panel shall comprise of the Local Committee President, proposed Local Committee President, the Local Committee Vice President of the respective position the candidate(s) are bidding for, and at least one current Full Member of AIESEC-LC-HKU. Representative(s) from the Member Committee from AIESEC Hong Kong Limited may be invited as an advisor and shall possess no voting rights in the Selection Panel. *(Amended in 2010-2011 2nd EGM)*
- C) *(Repealed in 2010-2011 2nd EGM)*