

Chapter 1 GENERAL

1.1 Name:

The name of the Union shall be “City University of Hong Kong Students’ Union”, for short as “CityUSU” (中文名稱：香港城市大學學生會) and hereinafter refers to the “Union”.

1.2 Structures:

The following shall be the main composition of the Union:

1.2.1 General Polling(s) and General Meeting(s).

1.2.2 Union Council.

1.2.3 Arbitration Committee.

1.2.4 Executive Committee.

1.2.5 Editorial Board.

1.2.6 City Broadcasting Channel.

1.2.7 College and Division Societies.

1.2.8 Societies.

1.2.9 Student Residents’ Associations.

1.2.10 Affiliated Associations.

1.3 Objectives:

1.3.1 To carry forward the spirit of freedom, democracy, students’ autonomy and self-governance, unity and mutual aid.

1.3.2 To cultivate a sense of socio-civic consciousness and responsibility among members.

1.3.3 To focus on the problems of society, and to participate in and foster the development of society.

1.3.4 To serve the community.

1.3.5 To advance and safeguard the welfare and rights and privileges of members.

1.3.6 To widen the academic, cultural and intellectual scope of members.

1.3.7 To provide means of communication with the City University of Hong Kong authorities, other external institutions and among members.

1.3.8 To participate in the process of formulation of the University’s policies and assist in their implementation upon the request of the University.

1.4 Authority:

The Union is the only representative organization for all members (of the Union).

1.5 Session:

The Union Session shall commence on the 1st January each year and end on the 31st December of the same year.

1.6 Location:

The Union is located at City University of Hong Kong at 83 Tat Chee Avenue, Kowloon Tong, Hong Kong.

1.7 Official Languages:

The official languages of the Union shall be both Chinese and English. When interpreting the Constitution, the Chinese version shall prevail. Both the Chinese and English versions of the Constitution shall be approved by the Council where the Chinese version shall be valid upon approval of the General Polling or General Meeting.

1.8 Name usage:

Other than organizations of the Union, no one is allowed to name their organization as, similar to, or may be mistaken that the organization may have connection of any kind by naming themselves as “City University of Hong Kong Students’ Union” without permission.

Chapter 2 MEMBERSHIP

2.1 Full Membership:

2.1.1 Eligibility: All students with effective school roll in full time or sandwich courses who have been registered and attended courses in City University of Hong Kong (Kowloon Tong Main Campus) are the Union's Full Members. (Excluding Students of Advanced Courses and disaffiliated members.) (Hereinafter refers to the "Full Member")

2.1.2 Rights and Privileges:

2.1.2.1 To attend General Meeting, Union Council meeting and Arbitration Committee's arbitration meeting.

2.1.2.2 To vote and make a statement in General Meeting.

2.1.2.3 To vote in General Polling.

2.1.2.4 To participate in the election campaign; to nominate and second with candidates for election; vote in the election.

2.1.2.5 To become the Union's affiliated association member.

2.1.2.6 To enjoy Union's facilities by complying with the related rules and regulations.

2.1.2.7 To participate in all activities of the Union, and to hold offices in the Union.

2.1.2.8 To retreat from the Union.

2.1.2.9 To be entitled to other rights and privileges as may be conferred by the Union.

2.2 Other Memberships:

2.2.1 Eligibility:

2.2.1.1 Affiliate Membership:

2.2.1.1.1 All students, graduates and staffs of the City University of Hong Kong who are not eligible for Full Members shall be eligible for Affiliate Membership.

2.2.1.1.2 Affiliate member application shall be examined and approved by the Union Council.

2.2.1.2 Honorary Membership:

2.2.1.2.1 Public figures who have outstanding social achievements or contribution to the Union shall be awarded the Honorary Members after approval of the Union Council.

2.2.1.2.2 The Union Council may employ Honorary Sponsor, Honorary President, Honorary Vice-President and Honorary Consultant after approval of the Union Council.

2.2.1.3 Temporary Membership:

2.2.1.3.1 All exchange students of the City University of Hong Kong shall only be eligible for temporary membership. The validity of a Temporary Member shall not exceed for more than one (1) year.

2.2.1.3.2 Temporary Members do not need to pay annual nor admission fees, but relevant administrative fees are required during application.

2.2.2 Privileges:

2.2.2.1 To enjoy Union's facilities by complying with the related rules and regulations.

2.2.2.2 To participate in functions and activities of the Union and affiliated organizations of the Union, subject to rules and regulations governing those particular functions or activities.

2.2.2.3 To be entitled to other rights and privileges as may be conferred by the Union.

2.3 Member's Obligations:

2.3.1 To abide by the Constitution, By-laws and regulations of the Union.

2.3.2 To abide by the resolutions of the General Meeting, General Polling, Council and Arbitration Committee.

2.3.3 To pay annual fee and admission fee (Unless otherwise stated in the By-laws of the Union).

2.3.4 To refrain from acting in any manner detrimental to the interests of the Union under any circumstances.

Chapter 3 General Meeting

3.1 Authority:

The General Meeting possesses the highest authority in all matters. The resolution of a General Meeting shall not contradict the Constitution.

3.2 Composition:

3.2.1 General Meeting shall consist of all Union's Full Members.

3.2.2 The Chairman of the Union Council shall be the chairman of the General Meeting. In case the Chairman of the Union Council is absent, the Vice-chairman of the Union Council shall take up the post as the meeting chairman. If both of them are absent, the President of the Union shall preside.

3.2.3 The Council Secretary shall be the Secretary of the General Meeting. In case the Council Secretary is absent, the General Secretary of the Executive Committee shall take up the post as meeting secretary. If both of them are absent, the General Meeting shall elect a Full Member to serve as temporary Secretary.

3.3 General Meeting

3.3.1 A General Meeting shall only be held if convened by the Chairman of the Council at the request of the Council, or of the Executive Committee, and approved by the Council, or in accordance with a requisition signed by not less than one-fifteenth of the Full Members of the Union.

3.3.2 All items on the agenda for the proposed General Meeting shall be specified in the requisition.

3.3.3 Notice of the General Meeting and the agenda thereof shall be posted on notice boards of the Union seven (7) days in advance of the meeting.

3.4 Quorum:

3.4.1 The quorum of the General Meeting shall be one-tenth of the Full Members. If no quorum is present within half an hour of the designated convening time, the meeting shall be adjourned upon the announcement of the Chairman of the General Meeting; or if the Chairman is absent, the Meeting shall be automatically adjourned.

3.4.2 The adjourned General Meeting shall be reconvened within ten days if the first General Meeting was adjourned by no quorum being present. The quorum of the adjourned General Meeting shall be one-fiftieth of the Full Members. If a quorum for the adjourned General Meeting is not present within half an hour of the designated convening time, the meeting shall be adjourned upon the announcement of the Chairman of the General Meeting; or if the Chairman is absent, the Meeting shall be automatically adjourned.

3.4.3 The second adjourned General Meeting shall be reconvened within ten days if the first adjourned General Meeting was adjourned by no quorum being present. The quorum of the second adjourned General Meeting shall be one-hundredth of the Full Members. If a quorum for the second adjourned General Meeting is not present within half an hour of the designated convening time, the meeting may lawfully commence irrespective of the number of members present. However, the proposed motions can only be discussed and amended during the meeting, and a General Polling of the Union shall be held within thirty days to decide on the proposed motions; Meeting shall be adjourned once the chairman is absent.

3.4.4 Notice of the adjourned General Meeting shall be posted on notice boards of the Union five (5) days in advance of the meeting.

3.4.5 The minutes of the General Meeting shall be kept by the Council Secretary and shall be adopted at the Council meeting. The minutes shall be posted on notice boards of the Union within two (2) weeks of the General Meeting.

3.4.6 All resolutions shall be passed by a simple majority.

3.5 Publicity:

The Union Council shall deem it as their duty to publicize any General Meeting to be held. The Executive Committee, Editorial Board and City Broadcasting Channel shall provide assistance to the Union Council in such matters.

Chapter 4 General Polling

4.1 Authority:

The vote of General Polling possesses the same authority as the vote of the General Meeting. The resolutions can only be revoked by a subsequent General Polling and General Meeting. The resolution shall not contradict the Constitution.

4.2 General Polling

4.2.1 No General Polling shall be held unless it is conducted by the Chairman of the Council at the request of the Council or of the Executive Committee, or in accordance with a request signed by not less than one-fifteenth of the Full Members, and approved by the Council. Any such request shall specify the motion or motions to be proposed at the General Polling.

4.2.2 Should the Council not approve a request to hold a General Polling submitted by not less than one-fifteenth of the Full Members, a General Meeting of the Union shall be held to consider the proposed motion or motions.

4.3 Notification:

A notice of General Polling of the Union and the motion or motions to be voted on shall be posted seven (7) complete days in advance of the Polling.

4.4 Council Chairman and Returning Officer:

4.4.1 The Chairman of the Council shall stage the General Polling.

4.4.2 The Chairman of the Council shall invite a member of the staff of the City University of Hong Kong to be the Returning Officer.

4.5 Voting:

4.5.1 Voting shall last for at least eight hours and shall be by secret ballot.

4.5.2 Counting of ballot forms shall be completed within twenty-four hours of the closure of voting.

4.5.3 The City University staff member who is invited to be the Returning Officer shall ensure that the polling is conducted properly.

4.5.4 A General Polling shall only be valid upon receipt of valid votes of no less than one-tenth of the Full Members.

4.5.5 If no complaint is received within twenty-four hours of the completion of the counting of ballot forms, the result of the General Polling shall only be effective upon the official announcement by the Council Chairman within one (1) day of the aforementioned twenty-four-hour period.

4.5.6 No official announcement shall be made until all complaints have been resolved.

4.5.7 A complaint about the General Polling shall be directed to the Arbitration Committee in writing within twenty-four hours of the completion of the counting of ballot forms. Resolution on the complaint shall be made in an Arbitrate Meeting held by the Arbitration Committee within seven (7) days of receiving the complaint.

4.6 Publicity:

The Union Council shall deem it as their duty to publicize any General Polling to be held. The Executive Committee, Editorial Board and City Broadcasting Channel shall provide assistance to the Union Council in such matters.

Chapter 5 The Union Council

5.1 Definition:

The Union Council shall be the legislative and supervisory body of the Union.

5.2 Authority:

The resolution of the General Polling and General Meeting cannot be revoked by the resolution of the Union Council.

5.3 Responsibilities:

5.3.1 To safeguard the rights and privileges of Union members.

5.3.2 To approve the Constitution and terms of reference of subsidiary organizations of the Union.

5.3.3 To approve and control financial matters of the Union.

5.3.4 To establish or dissolve any Standing Department formed under the Executive Committee.

5.3.5 To establish or dissolve any Standing Committee under the Union Council.

5.3.6 To establish select committee.

5.3.7 To approve or revoke affiliation and exemption from affiliation of any organizations of the Union.

5.3.8 To approve the appointment of arbitrator(s) or confirm appointment of arbitrator(s) through a simplified appointment process of the Arbitration Committee.

5.3.9 To appoint the Election Board.

5.3.10 To accept resignation of Member(s) of the Council, the Editorial Board, City Broadcasting Channel, the Executive Committee, or the provisional organization from above, and arbitrator(s) of the Arbitration Committee.

5.3.11 To establish a Provisional Central Organization for organizational affairs when the central organization falls vacant.

5.3.12 To carry a motion of regret against any Full Members of the Students' Union.

5.3.13 To carry a motion of non-confidence against any official or committee member of the subsidiary organization of the Union.

5.3.14 To question or request for information of Union affairs from any members upon THREE (3) days prior written notice.

5.4 Councilor:

5.4.1 Tenure:

5.4.1.1 Tenure starts from the convening of the current Annual General Meeting to the convening of the Annual General Meeting in the next year.

5.4.2 Authority:

5.4.2.1 To enjoy the rights of voting, make a statement, propose and second a motion during the meeting (except for the meeting chairman).

5.4.3 Responsibilities:

5.4.3.1 To attend the Union Council meeting.

5.4.3.2 To review the Union's affairs based on the interest of all Full Members.

5.4.3.3 To represent its belonging organizational members.

5.4.4 Positions:

5.4.4.1 One (1) Union Council Chairman.

5.4.4.2 One (1) Union Council Vice- Chairman.

5.4.4.3 One (1) Union Council Secretary.

5.4.4.4 Union Council Chairman, Vice- Chairman and Secretary shall be nominated and mutually elected by participating Councilors in the Union Council Annual General Meeting.

5.4.4.5 In case both the Union Council Chairman and Vice- Chairman are absent, the current Union Council member with the foremost student number shall hold the post of provisional meeting's convener to convene an extraordinary meeting to by-elect the Union Council Chairman. No other matters shall be discussed in such a meeting.

5.4.5 Responsibilities:

5.4.5.1 Union Council Chairman:

5.4.5.1.1 To be responsible for handling all affairs of the Union Council.

5.4.5.1.2 To convene and chair all Union Council and General Meeting(s).

5.4.5.1.3 To convene and chair all General Polling(s).

5.4.5.1.4 Acting as the Union Council's administrative committee ex-officio Chairman. 5.4.5.2
Union Council Vice- Chairman:

5.4.5.2.1 Assisting the Chairman with all affairs of the Union Council.

5.4.5.2.2 When the Chairman is absent, he/she shall take up the post as meeting Chairman.

5.4.5.2.3 When the Chairman falls vacant, he/she shall take up the post of Acting Chairman.

5.4.5.2.4 When the Union Council Chairman falls vacant, the Union Council Vice- Chairman shall perform all the rights and liabilities as stipulated in 5.4.5.1 and 5.4.5.2.

5.4.5.3 Union Council Secretary:

5.4.5.3.1 Handling all minutes of Union Council and General Meetings.

5.4.5.3.2 Union Council's Secretariat ex officio Chairman.

5.4.6 Members:

5.4.6.1 College and Division Society's representatives:

5.4.6.1.1 Where College and Division Society's Full Members consist less than 5% of total Full Members of the Union, no more than one (1) Union Council Councilor shall be elected during its general election.

5.4.6.1.2 Where College and Division Society's Full Members consist more or equal to 5% and less than 10% of total Full Members of the Union, no more than two (2) Union Council Councilors shall be elected during its general election.

5.4.6.1.3 Where College and Division Society's Full Members consist more or equal to 10% or less than 15% of total Full Members of the Union, no more than three (3) Union Council Councilors shall be elected during its general election.

5.4.6.1.4 Where College and Division Society's Full Members consist more or equal to 15 % or less than 20% of total full members of the Union, no more than four (4) Union Council Councilors shall be elected during its general election.

5.4.6.1.5 Where College and Division Society's Full Members consist more or equal to 20% of total Full Members of the Union, no more than five (5) Union Council Councilors shall be elected during its general election.

5.4.6.1.6 Number of Councilors is subjected to the number of Full Members published by the Union Council every year.

5.4.6.2 Society's representatives:

5.4.6.2.1 Where Society's Full Members consist not more than 5% of total Full Members of the Union, no more than one (1) Union Council Councilor shall be elected during its general election.

5.4.6.2.2 Where Society's Full Members consist more or equal to 5% and less than 10% of total Full Members of the Union, no more than two (2) Union Council Councilors shall be elected during its general election.

5.4.6.2.3 Where Society's Full Members consist more or equal to 10% and less than 15% of total Full Members of the Union, no more than three (3) Union Council Councilors shall be elected during its general election.

5.4.6.2.4 Where Society's Full Members consist more or equal to 15% and less than 20% of total Full Members of the Union, no more than four (4) Union Council Councilors shall be elected during its general election.

5.4.6.2.5 Where Society's Full Members consist more or equal to 20% of total Full Members of the Union, no more than five (5) Union Council Councilors shall be elected during its general election.

5.4.6.2.6 Number of Councilors is subject to the number of Full Members published by the Union Council every year.

5.4.6.3 Student Residents' Associations' representatives:

5.4.6.3.1 Student Residents' Associations shall elect two (2) Councilors in accordance with the Union's Constitution.

5.4.6.4 Affiliated Association's representatives:

5.4.6.4.1 Affiliated Association shall only elect two (2) Councilors in accordance with the Union's Constitution.

5.5 Official observer:

5.5.1 Tenure:

5.5.1.1 Tenure is the same as his or her tenure of office in a Central Organization.

5.5.2 Rights:

5.5.2.1 To enjoy the priority of speaking in meeting.

5.5.2.2 Other empowered rights from the Union Council's Standing Order.

5.5.3 Members:

5.5.3.1 Previous President of the Executive Committee (still being the Union's Full Members).

5.5.3.2 Previous Chairman of the Union Council (still being the Union's Full Members).

5.5.3.3 Previous Chief-Editor of Editorial Board (still being the Union's Full Members).

- 5.5.3.4 Previous President of City Broadcasting Channel (still being the Union's Full Members).
- 5.5.3.5 Chief Arbitrator of Arbitration Committee.
- 5.5.3.6 Whole Executive Committee or Provisional Executive Committee members.
- 5.5.3.7 Whole Editorial Board or Provisional Editorial Board members.
- 5.5.3.8 Whole City Broadcasting Channel or Provisional City Broadcasting Channel members.
- 5.5.3.9 Union Council's Standing Committees Chairman (except for the one holding the post as Union Council Councilor).

5.6 Union Council's Standing Organization:

5.6.1 Administrative Committee:

5.6.1.1 Definition:

- 5.6.1.1.1 Administrative Committee is the Union Council's Standing Organization, which is responsible for dealing with Union Council's daily administrative operations and accountable to the Union Council.

5.6.1.2 Responsibilities:

- 5.6.1.2.1 Terms of reference of the Administrative Committee shall be formulated and approved by the Union Council.
- 5.6.1.2.2 Performing its assigned responsibilities within terms of reference as stipulated.
- 5.6.1.2.3 Submitting work report to the Union Council every year.
- 5.6.1.2.4 Formulating the Union Council's work schedule, each standing committee's work schedule and preparing the Union Council's fiscal budget throughout the year.
- 5.6.1.2.5 Stipulating agenda and schedule for the Union Council meeting.
- 5.6.1.2.6 Delegating Union Council Councilors to attend the Affiliated Organization's General Meeting, the General Polling or the election.

5.6.1.3 Members:

- 5.6.1.3.1 The Union Council Chairman shall be the Administrative Committee's ex officio President.
- 5.6.1.3.2 The Union Council Vice-Chairman shall be the Administrative Committee's ex officio Vice-Chairman.
- 5.6.1.3.3 The Union Council Secretary shall be the Administrative Committee's ex officio Secretary.
- 5.6.1.3.4 Each Union Council's Standing Committee Chairman shall be the Administrative Committee's ex officio committee member.
- 5.6.1.3.5 The Union Council has the right to appoint other current Union Council Councilors to serve as the administrative committee member during the Annual General Meeting.

5.6.2 Secretariat:

5.6.2.1 Definition:

- 5.6.2.1.1 The Secretariat is responsible for managing the Union Council's subordinate file system and document processing which is accountable to the Union Council.

5.6.2.2 Responsibilities:

- 5.6.2.2.1 Terms of reference of the secretariat shall be formulated and approved by the Union Council.
- 5.6.2.2.2 To perform its assigned responsibilities within terms of reference as stipulated in rules and regulations.
- 5.6.2.2.3 To submit work report to the Union Council every year.
- 5.6.2.2.4 To handle the Union Council's meeting minutes.
- 5.6.2.2.5 To prepare meeting documents.
- 5.6.2.2.6 To keep and to manage the Union Council and its subordinate permanent committee's documents.

5.6.2.3 Members:

- 5.6.2.3.1 The Union Council Secretary is secretariat ex-officio Chairman.
- 5.6.2.3.2 Each Union Council's standing committee Secretary is ex-officio committee member.
- 5.6.2.3.3 The Union Council has the right to appoint a Full Member during a Union Council meeting to serve as a secretariat member.

5.7 Union Council standing committees:

5.7.1 Definition:

Standing committee is a long-term committee which is responsible for assisting the Union Council in supervising, managing and directing the Union's subordinate organization affairs.

5.7.2 Rights:

The terms of reference of the standing committee shall be formulated by the Union Council, and shall hold accountability to the Union Council.

5.7.3 Responsibilities:

5.7.3.1 Performing its assigned responsibilities within terms of reference as stipulated in rules and regulations.

5.7.3.2 Convening the meeting at least once every three (3) months in order to discuss and solve committee affairs within the terms of reference.

5.7.4 Members:

5.7.4.1 The members composition of the standing committee is attached in its rules and regulations.

5.7.4.2 The standing committee members shall be Full Members appointed by the Union Council during the Union Council meeting.

5.7.5 The standing committee shall be titled with "City University of Hong Kong Students' Union Council" after its name.

5.8 Meeting:

5.8.1 Ordinary Meeting:

5.8.1.1 The Ordinary Meeting of the Union Council shall be convened at least once every three (3) months.

5.8.1.2 Notices and agendas for meeting and follow-up the meeting organized after adjournment shall be posted on the Union's bulletin three (3) days beforehand.

5.8.2 Extraordinary Meetings:

5.8.2.1 Each Union Council's Extraordinary Meetings are convened to deal with single and specific matters.

5.8.2.2 Under the request of the Executive Committee or no less than one-third of the Union Council members, an Extraordinary Meetings can be convened.

5.8.2.3 Union Council Chairman shall convene Extraordinary Meetings within five (5) days after such request.

5.8.2.4 Notices and agendas for meeting and follow-up the meeting organized after adjournment shall be posted on the Union's bulletin three (3) days beforehand.

5.8.3 Annual General Meeting:

5.8.3.1 Annual General Meeting (First session):

5.8.3.1.1 The first meeting shall be convened during January 1 to February 1.

5.8.3.1.2 Previous Chairman of Union Council serves as the convener.

5.8.3.1.3 Previous Union Council's Councilors shall attend the meeting.

5.8.3.1.4 In case of Annual General Meeting (First session) has not ended before February 7, previous Chairman of Union Council shall declare the Annual General Meeting (First session) has ended, and current Union Council Chairman shall then convene an Extraordinary Meeting to deal with unsanctioned matters after Annual General Meeting adjourned in the same term.

5.8.3.2 Annual General Meeting Objectives (First session):

5.8.3.2.1 Review and approve the work report of previous Union Council's Popularly Elected Councilors, Executive Committee, Editorial Board and City Broadcasting Channel.

5.8.3.2.2 Review and approve previous Union's annual fiscal report.

5.8.3.3 Annual General Meeting (Second session):

5.8.3.3.1 The first meeting shall be convened after January 21st every year.

5.8.3.3.2 Previous Chairman of Union Council serves as the convener.

5.8.3.3.3 Previous Chairman of Union Council shall announce the name of current Union Council's Councilors within three days before convening the Annual General Meeting (Second session).

5.8.3.3.4 All previous Union Council's Councilors have the attending right but no right to vote.

5.8.3.3.5 All current Union Council's Councilors shall attend the meeting.

5.8.3.4 Annual General Meeting Objectives (Second session):

5.8.3.4.1 Elect the Chairman of the Union Council.

5.8.3.5 Annual General Meeting (Third session):

5.8.3.5.1 The first meeting shall be convened within seven (7) days after the Annual General Meeting (Second session) or after February 7 every year.

5.8.3.5.2 Current Chairman of Union Council serves as the convener.

5.8.3.5.3 All current Union Council's Councilors shall attend the meeting.

- 5.8.3.5.4 In case of Executive Committee, Editorial Board or City Broadcasting Channel fails to attend the office before the aforesaid date, which leads to unable to hold the Annual General Meeting (Third session), current Chairman of Union Council shall declare the Annual General Meeting has ended in this term, and then convene an Extraordinary Meeting to deal with unsanctioned matters.
- 5.8.3.6 Annual General Meeting Objectives (Third session):
 - 5.8.3.6.1 To elect the Union Council Vice-Chairman.
 - 5.8.3.6.2 To elect the Union Council Secretary.
 - 5.8.3.6.3 To review and approve the annual year plans of the current Executive Committee, Editorial Board and City Broadcasting Channel.
 - 5.8.3.6.4 To review and approve the Union's current annual fiscal budget.
 - 5.8.3.6.5 To establish or abolish the Executive Committee's subordinate standing department.
 - 5.8.3.6.6 To appoint the Union Council's Administrative Committee members.
- 5.8.4 Standing Orders of Union Council:
 - 5.8.4.1 Union Council meeting shall be convened in accordance with "Standing Orders of Union Council", provided that contents do not contravene with the Constitution. The Council with the concurrence of two thirds or more of the membership present may amend the Standing Orders.
 - 5.8.4.2 The presence of one-half of the Council membership shall constitute the quorum for Ordinary Meetings and Extraordinary Meetings.
 - 5.8.4.3 Every Annual General Meeting (First session) and each follow-up meeting's quorum shall be at least half of the previous Union Council's members.
 - 5.8.4.4 Every Annual General Meeting (Second session) and (Third session) and each follow-up meeting's quorum shall be at least half of the current Union Council's Councilors.
 - 5.8.4.5 The previous Councilor of the Union Council only has the right to convene and be in charge of the Annual General Meeting (First session) and (Second session).
 - 5.8.4.6 Previous Union Council's Councilors shall only hold his or her post in Annual General Meeting (First session).
 - 5.8.4.7 Meeting agenda and notice shall be posted on bulletin five (5) days beforehand.
 - 5.8.4.8 Notice for follow-up meeting shall also be posted on bulletin three days beforehand.
 - 5.8.4.9 In case the quorum in the meeting is still below the standard within half an hour after the commencement time of meeting, the meeting can be convened regardless of attendance.
 - 5.8.4.10 In case of quorum in follow-up meeting after adjournment still fails to meet the aforesaid within half an hour after the commencement time for meeting, the meeting can be convened regardless of attendance.
 - 5.8.4.11 If both the Chairman and Vice-Chairman of the Union Council are absent, Union Council Councilors with the foremost student number shall act as provisional meeting's Chairman.
 - 5.8.4.12 When the Secretary of the Union Council is absent, a provisional meeting Secretary shall be elected among participating Councilors.
 - 5.8.4.13 Meeting minutes shall be posted on the Union's bulletin within four (4) weeks after the meeting.
- 5.8.5 Vote and countersign procedures:
 - 5.8.5.1 Participated Councilors shall vote at the meeting (the meeting chairman is excluded).
 - 5.8.5.2 Unless required by the Union's Constitution and By-laws, all resolutions are voted in one man one vote simple majority system.
 - 5.8.5.3 Approved resolutions shall be countersigned by the Union's President of Executive Committee within fourteen (14) days with immediate effect.
 - 5.8.5.4 Executive Committee may revoke such approved resolutions within fourteen (14) days in written notice to the Union Council, which will be affirmed through receiving consents from more than half of the participating members in the Executive Committee, and Executive Committee representatives shall enclose relevant meeting minutes for record.
 - 5.8.5.5 If the Union Council has not received any revocation proposal or countersign within fourteen (14) days, the resolution is in effect automatically.
 - 5.8.5.6 Union Council shall convene a second meeting to review revocation proposal within fourteen (14) days after receiving the revocation notice from the Executive Committee.
 - 5.8.5.7 The relocated resolution may be approved after receiving consents from more than half of the participating Councilors with immediate effect, and the Executive Committee shall not revoke such resolution. However such resolution shall not be approved under insufficient quorum in follow-up meetings.

Chapter 6 Arbitration Committee

6.1 Definition:

The Arbitration Committee is the Union's independent arbitral organization responsible for all the Union's arbitrations and rules and regulations interpretation.

6.2 Authority:

6.2.1 Terms of reference of the Arbitration Committee: The terms of reference are formulated by the Union Council in order to specify the structure and meeting regulations of the Arbitration Committee. All arbitration meetings shall be convened in accordance with the terms of reference. The Union Council may modify the rules of arbitration with receiving consent from two thirds or above from the participating Councilors.

6.2.2 To handle all disputes and complaints within the Union.

6.2.3 To interpret the Union's Constitution and bylaws.

6.2.4 To interpret all Union Council resolutions.

6.2.5 To interpret rules and regulations of the Executive Committee.

6.2.6 To have the rights to declare the resolutions approved by the Union Council and regulations suggested by the Executive Committee which violate the Union's Constitution invalid.

6.2.7 To handle the complaint on the voting result of General Polling.

6.2.8 To handle any punishment for members.

6.2.9 The Constitution shall be the basis of the resolution of the Arbitration Committee.

6.2.10 The decision of the Arbitration Committee shall not overthrow the resolution of the Union Council which has not violated the Union's Constitution.

6.2.11 Arbitration Committee can overthrow any resolution and interpretation that are made from a provisional arbitration meeting.

6.3 Members:

6.3.1 Arbitration Committee shall be constituted by at least seven (7) arbitrators.

6.3.2 Each Society shall only have no more than three (3) Full Members to take up the post of arbitrator simultaneously.

6.3.3 Appointment method

6.3.3.1 During Union Council meeting

6.3.3.1.1 Affiliated organizations and the Executive Committee have the right to nominate arbitrators with an unlimited number of nominations.

6.3.3.1.2 Arbitrator appointment shall be approved during the Union Council meeting.

6.3.3.1.3 Arbitrator tenure starts from the appointment during Union Council meeting to the termination of his or her Full Membership.

6.3.3.2 Through the simplified appointment process

6.3.3.2.1 If the number of arbitrators appointed by the Arbitration Committee are less than ten according to the method contained in 6.3.3.1, each College and Division society and society may nominate Full Members to serve as arbitrators in line with simplified appointment process.

6.3.3.2.2 Each College and Division society and society shall nominate its Full Members to become arbitrator according to the "Arbitrator Simplified Appointment Process" written by the Union Council within seven (7) days since its tenure. The Union Council may modify the arbitrator's simplified appointment process when receiving consent from no less than two thirds of participating members.

6.3.3.2.3 The Union Council shall post the nomination list publicly with a consultation period no less than fourteen (14) days. In case of not receiving any written objections during such period, arbitrator appointment is effective immediately.

6.3.3.2.4 Arbitrator tenure is fifteen months according to the summary appointment procedure.

6.3.4 Chief arbitrator shall be elected among no less than four fifths arbitrators through mutual election, who is responsible for all Arbitration Committee affairs, convening Arbitration Committee's Extraordinary Arbitrate Meeting, and attending Union Council meetings.

6.4 Arbitration meeting:

6.4.1 Ordinary Arbitrate Meeting:

6.4.1.1 Under a written request of any member or the affiliated organization, an Ordinary Arbitrate Meeting can be convened.

6.4.1.2 Chief Arbitrator shall convene Ordinary Arbitrate Meeting within five (5) days of such request, and appoint three (3) or five (5) arbitrators to convene the meeting, of which, one shall be the meeting President.

6.4.1.3 Notices for meeting, follow-up meeting and follow-up meeting after the adjourned shall be posted on the Union's bulletin three (3) days beforehand.

6.4.2 Extraordinary Arbitrate Meeting:

6.4.2.1 Chief arbitrator shall convene an Extraordinary Arbitrate Meeting for explaining the Union's Constitution and by-laws, investigating complaints of General Polling or other disputes of the Union, and appoint six (6) arbitrators to attend, of which, chief arbitrator is the meeting Chairman.

6.4.2.2 Notice for meeting shall be posted on the Union's bulletin five (5) days beforehand.

6.4.2.3 Notices for follow-up meeting and follow-up meeting after the adjourned shall be posted on the Union's bulletin three (3) days beforehand.

6.4.3 Special arbitrate meeting:

6.4.3.1 Under a written request of any member or affiliated organization of the Union, a special arbitrate meeting can be convened to investigate the complaint of the Chief Arbitrator.

6.4.3.2 Within five (5) days after such request, arbitrator with foremost student number (except for chief arbitrator) shall be the convener of provisional meeting to convene a special arbitration meeting, and take up the post of meeting Chairman to appoint other four (4) or six (6) arbitrators to attend the meeting, of which, chief arbitrator is forbidden to exercise his or her arbitrator power in such meeting.

6.4.3.3 Notices for meeting, follow-up meeting and follow-up meeting after the adjourned shall be posted on the Union's bulletin three (3) days beforehand.

6.5 Adjudication Review:

6.5.1 Only the arbitration applicant and the relevant party can apply for an adjudication review in accordance with the following reasons:

6.5.1.1 Matters related to with or without reasoning.

6.5.1.2 Provide new evidence during arbitration period, and believe such evidence will affect arbitration result; or

6.5.1.3 Arbitration meeting consists obvious process errors; or

6.5.1.4 One (1) or above arbitrators violates code of ethics or have bias towards the meeting; or 6.5.1.5 Other acceptable reasons.

6.5.2 Acceptance or denial are all determined by the Arbitration Committee.

6.5.3 If review is needed due to 6.5.1 after an adjudication review, it shall be submitted to the General Meeting for further process.

6.6 Vacancy:

6.6.1 In case Arbitration Committee members are less than seven (7) , the Union Council shall organize an Extraordinary Arbitrate Meeting to handle matters concerned.

6.6.2 In case the Chief Arbitrator falls vacant, other arbitrators shall mutually elect a new Chief Arbitrator within two weeks according to 6.3.4.

6.6.3 Provisional arbitration:

6.6.3.1 Provisional arbitration meeting:

6.6.3.1.1 In case of Arbitration Committee members are less than seven (7) , the Union Council shall organize a provisional arbitration meeting within five (5) days in accordance with the Union's Constitution section 6.2, the Arbitration Committee is authorized to investigate with relevant complaints, and if such complaint is related with Union Council resolution, the Union Council shall handle in accordance with regulations in 6.6.3.2.

6.6.3.1.2 Provisional arbitration meeting's quorum shall be half of all Union Council members, and in case of quorum is still insufficient half an hour after the commencement time, the Chairman of Union Council shall declare the meeting adjourned, and convene a follow-up meeting within five (5) days, whose quorum shall be half of all Union Council members.

6.6.3.1.3 In the event that the defendant of complaint is the Union's Executive Committee, the provisional arbitration meeting's resolution shall be approved by receiving consent from two thirds or above from the participating Councilors regardless of limitations in 5.8.5, the resolution will be in effect immediately.

6.6.3.2 If Arbitration Committee members are less than seven (7) , and such complaint involves Union Council resolution, the Chairman of the Union Council shall convene a General Meeting for further processing.

6.6.4 If the Arbitration Committee falls vacant, the President of the Executive Committee and Chairman of Union Council have the right to jointly appoint a full member to act on behalf of the Arbitration Committee to handle all administrative matters concerned, till a new arbitrator is appointed successfully by the Union Council.

6.7 Resignation:

Arbitrator resignation shall be in written notice and submitted to the Union Council during Union Council meeting two (2) weeks beforehand, and such motion will only be approved by receiving consent of two thirds or more from participating Councilors. The arbitrator with such resignation shall attend the relevant Union Council meeting.

Chapter 7 Executive Committee

7.1 Definition:

The Executive Committee is the supreme executive body of the Union and responsible for all general affairs and administrative works.

7.2 Authority:

7.2.1 To implement the objective of the Constitution and carry out the resolutions of the General Meeting, General Polling, Union Council Meeting and Arbitration meeting.

7.2.2 To appoint members of any working committee under the authority of the Executive Committee.

7.2.3 To appoint members of the Standing Department(s) under the authority of the Executive Committee.

7.2.4 To nominate Arbitrators of the Arbitration Committee to the Council under the authority of the Executive Committee.

7.2.5 To appoint delegates to represent the Union in respect of external affairs.

7.2.6 To formulate rules and regulations for handling all executive work of the Union.

7.2.7 To hold accountability to all members.

7.3 Tenure:

Executive Committee tenure is the same as the Union Session.

7.4 Members:

7.4.1 One (1) President.

7.4.2 One (1) Internal Vice President.

7.4.3 One (1) External Vice President.

7.4.4 Internal Secretary.

7.4.5 External Secretary.

7.4.6 General Secretary.

7.4.7 One (1) Financial Secretary.

7.4.8 University Affairs Secretary.

7.4.9 Current Affairs Secretary.

7.4.10 Student Welfare Secretary.

7.4.11 Publications Secretary.

7.4.12 Public Relations Secretary.

7.4.13 Academic Secretary.

7.4.14 Recreation Secretary.

7.4.15 Sports Secretary.

7.4.16 Promotion Secretary.

7.4.17 Information Technology Secretary.

7.4.18 Number of members of Executive Committee shall be twenty at most and ten at least, among which President, Internal Vice President, External Vice President and Financial Secretary shall not fall vacant.

7.5 Member responsibilities:

7.5.1 President is the Chief Executive of the Union, responsible for all administrative affairs and representing the Union. Under the request of the Union Council, the President shall report to the Union Council concerning the Union's operation status.

7.5.2 Internal Vice President shall assist the President and be responsible for all internal matters of the Union. In case of the absence or resignation of the President, the Internal Vice President shall act as the Acting President.

7.5.3 External Vice President shall also assist the President and be responsible for all external matters of the Union. The External Vice President shall promote the awareness and participation of social affairs of Hong Kong and other areas of fellow students.

7.5.4 Internal Secretary shall assist the Internal Vice President with all internal matters and in charge of all the Union's facilities.

7.5.5 External Secretary shall assist the External Vice President with all external matters and in charge of all liaison work.

7.5.6 General Secretary shall be responsible for the minutes archives, correspondences and other daily administrative affairs.

7.5.7 Financial Secretary shall be responsible for all the Union's financial affairs.

7.5.8 University Affairs Secretary shall be responsible for all university and student affairs.

7.5.9 Current Affairs Secretary and the External Vice President share the responsibility for promoting awareness and participation of social affairs of Hong Kong.

7.5.10 Welfare Secretary is in charge of members' daily welfare affairs.

7.5.11 Publication Secretary is in charge of all publications of the Executive Committee.

- 7.5.12 Public relation Secretary is in charge of all public relation affairs.
- 7.5.13 Academic Secretary is in charge of all academic activities.
- 7.5.14 Recreation Secretary is in charge of all cultural recreation activities.
- 7.5.15 Sports Secretary is in charge of sports activities.
- 7.5.16 Promotion Secretary is in charge of assisting other Secretaries in promoting the Union's activities.
- 7.5.17 Information Technology Secretary is in charge of all Information Technology affairs.

7.6 Executive Committee's subordinate standing department:

7.6.1 Definition:

Standing department is the department established by the Union Council, which is directly subordinated to the Executive Committee, and assists in promoting Student Union's all relevant affairs.

7.6.2 Authority:

The terms of reference of the standing department is formulated by the Union Council, and accountable to the Executive Committee.

7.6.3 Responsibilities:

7.6.3.1 Each standing department shall perform its specified duty within terms of reference.

7.6.4 Members:

7.6.4.1 The composition of the standing department is attached within its rules and regulations.

7.6.4.2 Members of the standing department shall be elected by open nomination one (1) month after the Executive Committee took office, the selection is performed by the Executive Committee.

7.6.5 Standing department shall be titled with "Executive Committee of City University of Hong Kong Students' Union" before its name.

7.7 Executive Committee Meeting:

7.7.1 Executive Committee meeting shall be convened by the President at least once per month. 7.7.2 An Extraordinary Meeting may be convened when necessary.

7.7.3 Notice and agenda shall be distributed to each member within forty-eight (48) hours before the meeting, and posted on the Executive Committee's bulletin.

7.7.4 Meeting quorum shall be two thirds of Executive Committee members.

7.8 Resignation:

The resignation of any member of the Executive Committee shall be in written notice and submitted to the Union Council during Union Council meeting two (2) weeks beforehand, and such motion will only be rejected by receiving two thirds or above participating Councilors voting against the motion. The member with such resignation shall attend the relevant Union Council meeting.

7.9 Vacant post:

7.9.1 In case the President falls vacant, the Internal Vice President shall take up the post, and in case the Internal Vice President also falls vacant, the External Vice President shall take up the former post.

7.9.2 In case the Financial Secretary falls vacant, the Executive Committee shall receive consent no less than two thirds from the participating Councilor to appoint an Acting Financial Secretary to perform the obligations.

7.9.3 In case the Financial Secretary falls vacant for two weeks and no Acting Financial Secretary is elected to perform his or her obligations, the Internal Vice President shall serve as Acting Financial Secretary. If the Internal Vice President also falls vacant at the same time, the External Vice President shall act as Acting Financial Secretary and take all the obligations; in the event of all the above fall vacant at the same time, the President shall serve as the Acting Financial Secretary and take all the obligations.

7.10 Dismissal:

Within the Executive Committee tenure, and in case of President, Internal Vice President and External Vice President all fall vacant, or more than half of the Executive Committee fall vacant at the same time, the Executive Committee will be dismissed automatically.

7.11 Vacancy:

When the Executive Committee falls vacant due to any reasons, the Union Council shall organize a provisional administrative committee according to the Union's rules and regulations to handle all Executive Committee affairs until a new Executive Committee is elected.

Chapter 8 Editorial Board

8.1 Definition:

The Editorial Board is the administrative organization in charge of the Union's publication affairs and is directly accountable to all members.

8.2 Authority:

8.2.1 To be responsible for monitoring the Union's activities through public opinions, and for delivering messages within and beyond the Union for the Union members.

8.2.2 Provide proper discussion channel(s) for members to express their views.

8.2.3 Handle all publication affairs of the Union.

8.2.4 Set up relevant rules and regulations for publication of the Union in accordance with the Union's Constitution, which shall be reviewed and approved by the Union Council.

8.2.5 Publications published by the Editorial Board shall consist of resolutions of General Polling, General Meeting and resolutions as requested by the Union Council or Arbitration Committee.

8.2.6 Submit meeting reports of the Editorial Board to the Union Council.

8.2.7 Assisting in reporting General Polling and General Meeting resolutions, or resolutions as requested by the Union Council and the Arbitration Committee.

8.2.8 The Editorial Board shall be accountable to all members.

8.3 Tenure:

Editorial Board tenure is the same as the Union Session.

8.4 Members:

8.4.1 One (1) Editor in Chief.

8.4.2 Two (2) Deputy Editors in Chief.

8.4.3 One (1) Treasurer.

8.4.4 Executive editor.

8.4.5 Other posts are decided by the Editor in Chief, and the post will be confirmed after reporting to the Union Council.

8.4.6 The members of the Editorial Board shall be fifteen (15) at most and five (5) at least, among which the Editor in Chief, Deputy Editors in Chief and Treasurer shall not fall vacant.

8.5 Member responsibilities:

8.5.1 Editor in Chief is the President of the Editorial Board who is responsible for all internal affairs of the Editorial Board, managing the Editorial Board's financial affairs with the assistance from the Treasurer, representing the Editorial Board in external activities, as well as reporting to the Union Council about daily operation regularly.

8.5.2 Deputy Editor-in-Chief is directly accountable to the Editor in Chief who is responsible for publication affairs.

8.5.3 Executive Editor is directly accountable to the Editor in Chief and Deputy Editor-in-Chief, and assists in Union's publications.

8.5.4 In case the Editor in Chief falls vacant or resigns, other popularly-elected members in the Editorial Board shall choose one to serve as the acting editor-in-chief.

8.6 Meeting:

8.6.1 Ordinary meetings of the Editorial Board shall be convened by the editor-in-chief at least once per month;

8.6.2 An Extraordinary Meeting can be convened when necessary;

8.6.3 Notice and agenda shall be distributed to each member of the Editorial Board forty-eight (48) hours before meeting;

8.6.4 Meeting quorum shall be two thirds of Editorial Board members, in which a minimum of half of the popularly-elected members shall attend the meeting.

8.7 Resignation

Meeting quorum shall be two thirds of whole Editorial Board members, and member resignation shall be in written notice and submitted to Union Council during Union Council meeting two (2) weeks beforehand, and such motion will only be rejected with receiving two thirds or above negative votes from the participating Councilors. The member with such resignation shall attend the relevant Union Council meeting.

8.8 Vacant post:

8.8.1 In case the Editor in Chief falls vacant, other popularly-elected members in the Editorial Board shall choose one (1) Deputy Editor in Chief to serve as the acting editor-in-chief.

8.8.2 In case the Treasurer falls vacant, the Editor in Chief shall nominate a Full Member to the Union Council as acting Treasurer, Union Council shall receive consent from no less than two thirds of participating Councilors.

8.8.3 In case of Treasurer falls vacant for two (2) weeks and no acting Treasurer is elected to perform his or her obligations, the Editorial Board shall choose a popularly-elected member to serve as acting editor-in-chief and take all the obligations; in the event the deputy editor-in-chief is also vacant, the Editor in Chief shall take up the post of Treasurer.

8.9 Dismissal:

Within the Editorial Board's term of office, in case more than half of editors under general election fall vacant, the Editorial Board will be dismissed automatically.

8.10 Vacancy:

When the Editorial Board falls vacant due to any reasons, the Union Council shall organize a provisional Editorial Board according to the Constitution to handle all Editorial Board affairs, until a new Editorial Board is elected.

Chapter 9 City Broadcasting Channel

9.1 Definition:

The City Broadcasting Channel is the supreme administrative organization in charge of the Union's broadcasting affairs, and directly accountable to whole members.

9.2 Authority:

9.2.1 Deliver messages inside and outside the Union to members and ensure their rights to be informed through multimedia channels, supervise the Union's internal, external and social affairs through public opinion, to promote members' understanding of the Union's affairs and promote cultural communication.

9.2.2 Provide multimedia broadcasting channels to each and every Union's organization.

9.2.3 Assist in broadcasting General Polling and General Meeting resolutions, or resolutions as requested by the Union Council and the Arbitration Committee.

9.2.4 City Broadcasting Channel shall be accountable to all members.

9.3 Tenure:

City Broadcasting Channel tenure is the same as the Union Session.

9.4 Member:

9.4.1 One (1) President.

9.4.2 One (1) or two (2) Vice President.

9.4.3 One (1) Financial Secretary.

9.4.4 Production Director.

9.4.5 Technical Director.

9.4.6 News Director.

9.4.7 General Secretary.

9.4.8 Other posts are decided by the President, and the post will be confirmed after reporting to the Union Council.

9.4.9 The number of members of City Broadcasting Channel shall be fifteen (15) at most and five (5) at least, among which the President, vice-President and Financial Secretary shall not fall vacant.

9.5 Member responsibilities:

9.5.1 President is the chief executive of City Broadcasting Channel who is responsible for all administrative and financial affairs of City Broadcasting Channel, and represents City Broadcasting Channel in external activities. Under Union Council's request, the President shall report to the Union Council with daily operation status.

9.5.2 Vice-President is directly responsible to the President, and assists in handling all City Broadcasting Channel affairs, including coordinating work among committee members, assisting the President in setting up City Broadcasting Channel's internal guideline, and representing the Union to attend meetings organized by joint-school broadcasting organizations.

9.5.3 Production Director shall be directly accountable to the President and assist the President in handling all production-related affairs.

9.5.4 News Director is directly accountable to the President and assists the President in handling all news production-related affairs.

9.5.5 Technical Director shall be directly accountable to the President and assist the President in handling all technology-related affairs.

9.5.6 Financial Secretary shall be responsible for managing City Broadcasting Channel's all financial affairs.

9.5.7 The Executive Committee is responsible for managing City Broadcasting Channel meeting minutes, archives, correspondence and other daily administrative affairs.

9.6 Meeting:

9.6.1 City Broadcasting Channel's ordinary meeting shall be convened by the President at least once per month.

9.6.2 Under more than half City Broadcasting Channel members' requests, the President shall convene an extraordinary meeting within three (3) days.

9.6.3 Notice and agenda shall be distributed to each member within forty-eight (48) hours before meeting.

9.7 Resignation:

The resignation of any member of City Broadcasting Channel shall be in written notice and submitted to the Union Council during Union Council meeting two (2) weeks beforehand, and such motion will only be rejected when receiving two thirds or above negative votes from participating Councilors. The member with such resignation shall attend the relevant Union Council meeting.

9.8 Vacant post:

9.8.1 In case the President falls vacant, other members in City Broadcasting Channel under general election shall choose a vice-President to serve as the Acting President.

9.8.2 In case the Financial Secretary falls vacant, the Vice President shall nominate a Full Member to the Union Council as the Acting Financial Secretary to take the obligations through obtaining consent from no less than two thirds participating Councilors.

9.8.3 In case the Financial Secretary falls vacant for two (2) weeks and no Acting Financial Secretary is nominated, the vice-President shall serve as the Acting Financial Secretary; in the event of all the above fall vacant at the same time, the President shall serve as the Acting Financial Secretary.

9.9 Dismissal:

Within the City Broadcasting Channel's term of office, and in case more than half of members from the general election fall vacant, the City Broadcasting Channel will be dismissed automatically.

9.10 Vacancy:

When the City Broadcasting Channel falls vacant due to any reasons, the Union Council shall organize a provisional City Broadcasting Channel according to the Constitution to handle all City Broadcasting Channel affairs, until a new City Broadcasting Channel is elected.

Chapter 10 College and Division Society

10.1 Definition:

College and Division Society serve as the representative for members of a College and Division Society, responsible for welfare and rights for its members and accountable to the Union Council.

10.2 Composition:

The composition of each College and Division Society shall abide by the "Establishment Guideline For College and Division Society" of which is reviewed and approved by the Union Council.

10.3 Authority:

Each College and Division Society shall comply with the "Establishment Guideline For College and Division Society" which is reviewed and approved by the Union's Union Council.

10.4 Structure:

10.4.1 General Meeting:

The General Meeting of College and Division Society has the supreme authority of all College and Division Society.

10.4.2 General Polling:

The General Polling of College and Division Society has identical rights with its General Meeting; both of their resolutions can only be revoked in the following General Polling or General Meeting of College and Division Society.

10.4.3 Council:

The Council of College and Division Society is responsible for the legislation and supervision of College and Division Society. The Council of College and Division Society is unable to revoke decisions made in the College and Division Society's General Polling and General Meeting.

10.4.4 Executive Committee:

The Executive Committee of College and Division Society is the highest administrative organization of College and Division Society, responsible for managing daily affairs and administrative work.

10.5 All College and Division Society shall be titled with "City University of Hong Kong Students' Union" after their names, and the Arbitration Committee has the right to freeze the power of College and Division Society when violating this article.

10.6 Each College and Division Society Constitution shall be written by its General Meeting, and effective after approved by the Union Council.

10.7 Unless otherwise specified in the College and Division Society Constitutions, Union Council Councilor appointed by the College and Division Society shall automatically become the Councilor of the Council of College and Division Society.

Chapter 11 Society

11.1 Definition:

Society is the organization representing the society members, responsible to acquire the welfare, rights and interests of members, and accountable to the Union Council.

11.2 Composition:

The composition of each society shall abide by the “Establishment Guideline For Society” of which is reviewed and approved by the Union Council.

11.3 Authority:

Each society shall comply with the “Establishment Guideline For Society” of which is reviewed and approved by the Union Council.

11.4 Structure:

11.4.1 General Meeting:

The General Meeting of society has the supreme authority of all societies.

11.4.2 General Polling:

The General Polling of society has identical rights with its General Meeting, both of their resolutions can only be revoked in the following General Polling or General Meeting of society.

11.4.3 Council:

The council of society is responsible for the legislation and supervision of societies. The council of society is unable to revoke decisions made in the society’s General Polling and General Meeting.

11.4.4 Executive Committee:

The Executive Committee is the highest administrative organization of society, responsible for managing daily affairs and administrative work.

11.5 All societies shall be titled with “City University of Hong Kong Students’ Union” after its name. The Arbitration Committee has the right to freeze the power of society when violating this article.

11.6 The Constitution of each society shall be written by its General Meeting, and come into effect after approval by the Union Council.

11.7 Unless otherwise specified in the society Constitutions, Union Council Councilor appointed by the society shall automatically become the Councilor of the Society.

Chapter 12 Student Residents' Associations

12.1 Definition:

Student Residents' Associations is the organization representing members of Student Residents' Associations, responsible to acquire the welfare, rights and interests of members, and accountable to the Union Council.

12.2 Membership:

Any occupant of the Student Residences who enjoys membership (including association and temporary membership) of the Union shall automatically be a member of the Student Residents' Association

12.3 Authority:

Residents' Associations shall abide by "Residents' Associations Regulation" which are reviewed and approved by the Union Council.

12.4 Structure:

12.4.1 General Meeting:

General Meeting of Residents' Associations has the supreme authority of Residents' Associations.

12.4.2 General Polling:

The General Polling of Residents' Associations has identical rights with its General Meeting, both of their resolutions can only be revoked in the following General Polling or General Meeting of Residents' Associations.

12.4.3 Student Residents' Association Council:

Student Residents' Association Council is responsible for the legislation and supervision of Student Residents' Associations. Student Residents' Association Council is unable to revoke decisions made in the General Polling and General Meeting of Student Residents' Associations.

12.4.4 Executive Committee:

The Executive Committee is the highest administrative organization of Student Residents' Associations, responsible for managing daily affairs and administrative work.

12.5 Student Residents' Associations shall be titled with "City University of Hong Kong Students' Union" after its name. The Arbitration Committee has the right to freeze the power of Student Residents' Associations when violating this article.

12.6 The Constitution of Student Residents' Associations shall be written by its General Meeting, and come into effect after approval by the Union Council.

12.7 Federation for Student Residents' Associations:

12.7.1 Definition:

12.7.1.1 Federation of Student Residents' Associations is the only organization representing all Residents' Associations, an united organization constituted by each Student Residents' Association.

12.7.1.2 The Full Members of each Student Residents' Associations are the Full Members of Federation of Student Residents' Associations.

12.7.2 Authority:

12.7.2.1 Guarantee the rights and interests of each Student Residents' Association in Federation for Student Residents' Associations.

12.7.2.2 Appoint two (2) representatives of Federation for Student Residents' Associations of Union Council.

12.7.2.3 Serve as the communication platform of each Residents' Association.

12.7.3 Tenure of Federation of Student Residents' Associations:

12.7.3.1 From December 1st to November 30th of the next year.

12.7.4 Tenure of representative of Federation for Student Residents' Associations of Union Council:

12.7.4.1 Federation for Student Residents' Associations shall appoint two (2) representatives from Annual

General Meeting before December 31st each year as the representative of Union Council of next term.

12.7.4.2 Even if the tenure of representative of Federation of Student Residents' Associations of Union Council as Federation of Student Residents' Associations member has finished, he/she could also continue performing his/her duty in the Union Council (still as Full Member of Federation of Student Residents' Associations), until the end of the term of Union Council.

12.7.5 Member:

12.7.5.1 Student Residents' Associations' Council of each Student Residents' Associations shall appoint One (1) Full Member as representative respectively.

12.7.5.2 Federation of Student Residents' Associations committee member:

12.7.5.2.1 Attend Federation for Student Residents' Associations meeting.

12.7.5.2.2 Express opinions in Federation for Student Residents' Associations meeting representing its Student Residents' Associations.

12.7.6 Appointment method:

12.7.6.1 Student Residents' Association Council of each Student Residents' Associations shall appoint one representative by or before November 30th of each year, as the representative of the Student Residents' Associations in Federation for Student Residents' Associations.

12.7.6.2 Student Residents' Association Council of each Student Residents' Associations shall appoint the representative according to following priority, but the assignee shall not be the Executive Committee Member of that year:

12.7.6.2.1 Popularly-elected Councilor of Student Residents' Association Council of Student Residents' Associations.

12.7.6.2.2 Full Member of the Student Residents' Associations.

12.7.6.3 If Student Residents' Associations had not appointed a representative before the time limit, Student Residents' Associations could appoint the representative after the Annual General Meeting of Federation for Student Residents' Associations.

12.7.7 Position:

12.7.7.1 One (1) Chairman of Federation of Student Residents' Associations, generated through mutual election of Federation of Student Residents' Associations members.

12.7.7.2 One (1) Secretary of Federation of Student Residents' Associations, generated through mutual election of Federation of Student Residents' Associations members.

12.7.7.3 Two (2) representatives of Federation of Student Residents' Associations for the Union Council; generated through mutual election of Federation of Student Residents' Associations members (The Chairman and Secretary of the Federation of Student Residents' Association could also serve as the representative in the Union Council).

12.7.8 Responsibility:

12.7.8.1 Chairman of Federation of Student Residents' Associations:

12.7.8.1.1 Handle all affairs of Federation of Student Residents' Associations.

12.7.8.1.2 Convening and in charge of all meetings of Federation of Student Residents' Associations.

12.7.8.2 Secretary of Federation of Student Residents' Associations:

12.7.8.2.1 Handle all meeting minutes of Federation of Student Residents' Associations.

12.7.8.3 Representative for the Union Council of Federation of Student Residents' Associations:

12.7.8.3.1 As the representative of Federation of Student Residents' Associations in the Union Council, expressing opinions of all the Full Members of Student Residents' Associations on the Union Council.

12.7.9 Meeting:

12.7.9.1 Special meeting:

12.7.9.1.1 Handle one (1) specific matter.

12.7.9.1.2 Under the requirement of no less than one-third of Federation of Student Residents' Associations members, the special meeting could be convened.

12.7.9.1.3 Chairman of Federation of Student Residents' Associations shall convene the special meeting within seven (7) days after Federation of Student Residents' Associations members propose the requirement.

12.7.9.1.4 Federation of Student Residents' Associations members could raise the dismissal resolution of Federation of Student Residents' Associations Chairman, Federation of Student Residents' Associations Secretary or representative of Federation of Student Residents' Associations of Union Council in the special meeting.

12.7.9.1.5 When the position of Federation of Student Residents' Association Chairman is vacant, the student number ranked in the first of the Federation of Student Residents' Association members of that year shall be the temporary meeting Chairman to hold the special meeting for by-election, and the meeting shall not handle other affairs.

12.7.9.1.6 When the representative of Federation of Student Residents' Associations for the Union Council is vacant, it shall convene the special meeting for by-election, and the meeting shall not handle other affairs.

12.7.9.2 Annual General Meeting:

12.7.9.2.1 Annual General Meeting shall be convened by the previous Chairman of Federation of Student Residents' Associations during the first ten-day period of December of each year.

12.7.9.2.2 Federation of Student Residents' Associations Chairman, Federation of Student Residents' Associations Secretary and representative of Federation of Student Residents' Associations for the Union Council shall be nominated and elected from the attended members in the Annual General Meeting.

12.7.9.2.3 When the previous Chairman of Federation of Student Residents' Associations is absent or is no longer the Full Member of Federation of Student Residents' Associations, the one of student number ranked in the first of the Federation of Student Residents' Associations member of that year shall be the temporary meeting Chairman.

12.7.9.3 Meeting regulation:

12.7.9.3.1 The quorum of each meeting, follow-up meeting and after adjourning of Annual General Meeting and Special Meeting shall be half of all the assumed Residents' Joint Associations members of that year.

12.7.9.3.2 After half an hour of commencement time of above meeting, if the number of participants is below the quorum, the Chairman shall declare to adjourn, and convene the follow-up meeting within seven (7) days after adjourning, until the number of participants has fulfilled the quorum.

12.7.9.3.3 Meeting notices and agendas shall be published three (3) days before the meeting.

12.7.9.3.4 All the members of that year, except for the Chairman of the meeting, have the right of vote, speak, propose and second in the Annual General Meeting and Special Meeting.

12.7.9.3.5 When the Chairman of Federation of Student Residents' Associations is absent in the meeting, the one of student number ranked in the first of that year shall be the meeting President.

12.7.9.3.6 When the Secretary of Federation of Student Residents' Associations is absent in the meeting, the attended member could hold the position of meeting Secretary.

12.7.9.3.7 The minutes shall be published within four (4) weeks after the meeting ends.

12.7.9.3.8 Unless otherwise specified by the Constitution of the Union, motions shall be voted in the way of one man one vote simple majority.

12.7.9.3.9 All the motions shall take effect immediately after passing the vote.

12.7.10 Dismissal Motion:

If two thirds or more of the Federation of Student Residents' Associations members voting for the motion, the Federation of Student Residents' Associations could dismiss the Federation of Student Residents' Associations Chairman, Federation of Student Residents' Associations Secretary or representative of Federation of Student Residents' Associations for the Union Council.

12.7.11 Vacant Position:

If the Federation of Student Residents' Associations Chairman or representative of Federation of Student Residents' Associations of Union Council is vacant, Federation of Student Residents' Associations shall convene the special meeting according to the Constitution to fill the vacancy as soon as possible.

Chapter 13 Affiliated Association

13.1 Meaning:

The meaning of establishing an affiliated association is to connect members with the same interest.

13.2 Affiliation:

13.2.1 Any student organization within the City University of Hong Kong, other than the Union Council, the Arbitration Committee, the Executive Committee, the Editorial Board, College and Division Societies and Societies and the Student Residents' Associations, shall apply to the Union for affiliation or exemption from affiliation.

13.2.2 Union Council has the right to accept or refuse the application of affiliation or exemption for affiliation.

13.2.3 Affiliated associations shall be titled with "City University of Hong Kong Students' Union" after its name. The Arbitration Committee has the right to freeze the power of the Affiliated Association when violating this rule.

13.2.4 Exempt for affiliation: The affiliated group acquired the exemption for affiliation of the Union is qualified to use the title of "City University of Hong Kong Students' Union", but shall follow the affiliated association exempt for affiliation rule written by the Union.

13.2.5 Union Council could revoke the affiliation qualification of any affiliated association.

13.3 Authority:

All affairs of affiliated associations and activities influencing the Union shall be accountable to the Union Council.

13.4 Obligation:

13.4.1 All affiliated associations shall publicize its operation to the Union Council and its members.

13.4.2 All affiliated associations shall properly manage its account.

13.4.3 All accounts shall be audited by the Union Council.

13.5 Federation of Affiliated Associations:

13.5.1 Definition:

13.5.1.1 Federation for Affiliated Associations is the only organization representing the affiliated associations and constituted by the affiliated associations.

13.5.1.2 Full Member of each affiliated association is the Full Member of Federation for Affiliated Associations.

13.5.2 Authority:

13.5.2.1 Guarantee the right and interest of the Affiliated Association in Federation for Affiliated Associations.

13.5.2.2 Appoint two (2) representatives of the Federation for Affiliated Associations in the Union Council.

13.5.2.3 Serve as the communication platform of affiliated associations.

13.5.3 Tenure of Federation for Affiliated Associations:

13.5.3.1 From September 1 of each year to August 31 of next year.

13.5.4 Tenure of representatives of Federation for Affiliated Associations in Union Council:

13.5.4.1 Federation for Affiliated Associations shall appoint two (2) representatives generated through the

General Meeting before December 31 of each year as representatives of Federation for Affiliated Associations in the Union Council of next year.

13.5.4.2 Even if the tenure of representatives of Federation for Affiliated Associations in Union Council has ended, he/she could still continue performing his/her position in the Union Council (still as the Full Member of Federation for Affiliated Associations), until the end of tenure of Union Council of that year.

13.5.5 Member:

13.5.5.1 One (1) Full Member representative appointed by each Affiliated Associations Executive Committee.

13.5.5.2 Federation for Affiliated Associations member:

13.5.5.2.1 Attend Federation for Affiliated Associations meeting.

13.5.5.2.2 Represent its affiliated associations to express opinions in the Federation for Affiliated Associations meeting.

13.5.6 Appointing method:

13.5.6.1 Each Affiliated Association Executive Committee shall appoint one (1) Full Member on or before July 31 of each year, as the representative of the affiliated association in the Federation for Affiliated Associations of next year.

13.5.6.2 The affiliated association has not appoint the representative before the time limit could appoint the representative after the Annual General Meeting of the Federation for Affiliated Associations.

13.5.6.3 Each Full Member could only represent one (1) affiliated association in the Federation for Affiliated Associations.

13.5.7 Position:

13.5.7.1 One (1) Federation for Affiliated Associations Chairman, generated through mutual election of Federation for Affiliated Associations members.

13.5.7.2 One (1) Federation for Affiliated Associations Secretary, generated through mutual election of Federation for Affiliated Associations members.

13.5.7.3 Two (2) representatives of Federation for Affiliated Associations in Union Council, generated through mutual election of Federation for Affiliated Associations members (Federation for Affiliated Associations Chairman and Secretary could also serve as the Representative in the Union Council).

13.5.8 Responsibility:

13.5.8.1 Federation for Affiliated Associations Chairman:

13.5.8.1.1 Handle all affairs of the Federation for Affiliated Associations.

13.5.8.1.2 Convene all the Federation for Affiliated Associations meetings.

13.5.8.2 Federation for Affiliated Associations Secretary:

13.5.8.2.1 Handle all the meeting minutes of Federation for Affiliated Associations.

13.5.8.3 Representatives of Federation for Affiliated Associations in Union Council:

13.5.8.3.1 As the representative of the Federation for Affiliated Associations in the Union Council, representing all Full Members of affiliated associations to express opinions in the Union Council meetings.

13.5.9 Meeting:

13.5.9.1 Special meeting:

13.5.9.1.1 Handle all specific matters.

13.5.9.1.2 Convene special meeting under the requirement of no less than one-third of Federation for Affiliated Associations members.

13.5.9.1.3 Federation for Affiliated Associations Chairman shall convene the special meeting within seven (7) days after Federation for Affiliated Associations members proposing the requirement.

13.5.9.1.4 Federation for Affiliated Associations members could raise the dismissal motion of Federation for Affiliated Associations Chairman, Federation for Affiliated Associations Secretary or representative of Federation for Affiliated Associations in the Union Council in the special meeting.

13.5.9.1.5 When the position of Federation for Affiliated Associations Chairman is vacant, the one of student number ranked in the first of that year shall be the acting meeting President to hold the special meeting for by-election, and the meeting shall not handle other affairs.

13.5.9.1.6 When the position of representative of Federation for Affiliated Associations in the Union Council is vacant, it shall convene the special meeting for by-election, and the meeting shall not handle other affairs.

13.5.9.2 Annual General Meeting:

13.5.9.2.1 Annual General Meeting shall be convened and presided by the previous Chairman of Federation for Affiliated Associations during the first ten (10) day period of August of each year.

13.5.9.2.2 Federation for Affiliated Associations Chairman, Federation for Affiliated Associations Secretary and representative of Federation for Affiliated Associations in Union Council shall be nominated and elected from the attended members in Annual General Meeting.

13.5.9.2.3 When the previous Chairman of Federation for Affiliated Associations is absent or is no longer the Full Member of Federation for Affiliated Associations, the student number ranked in the first of the Federation for Affiliated Associations members of that year shall be the acting meeting Chairman.

13.5.9.3 Meeting regulation:

13.5.9.3.1 The quorum of each meeting, follow-up meeting and after adjourning of Annual General

Meeting and special meeting shall be half of all the assumed Federation for Affiliated Associations members of that year.

13.5.9.3.2 After half an hour of commencement time of above meeting, if the number of participants is below the quorum, the Chairman shall declare to adjourn, and convene the follow-up meeting within seven (7) days after adjourning, until the number of participants has fulfilled the quorum.

13.5.9.3.3 Meeting notice and agenda shall be published three (3) days before the meeting.

13.5.9.3.4 All the members of that year, except for the meeting Chairman, have the right of vote, speak, propose and second in the Annual General Meeting and special meeting.

13.5.9.3.5 When the Chairman of the Federation for Affiliated Associations is absent in a meeting, the one whose student number ranks first of the union members of that year shall be the meeting Chairman of that meeting.

13.5.9.3.6 When the Secretary of Federation for Affiliated Associations is absent in the meeting, the attended member could hold the position of meeting Secretary.

13.5.9.3.7 The minutes shall be published within four (4) weeks after the meeting ends.

13.5.9.3.8 Unless otherwise specified by the Constitution of the Union, motion shall be voted in the way of one man one vote simple majority.

13.5.9.3.9 All the motions shall take effect immediately after passing the vote.

13.5.10 Dismissal proposal:

If two thirds or more attended Federation for Affiliated Associations members vote for the motion, Federation for Affiliated Associations could dismiss the Federation for Affiliated Associations Chairman, Federation for Affiliated Associations Secretary or Representative of Federation for Affiliated Associations in the Union Council.

13.5.11 Position vacant:

If the Federation for Affiliated Associations Chairman or Representative of Federation for Affiliated Associations in the Union Council is vacant, Federation for Affiliated Associations shall convene the special meeting according to the Constitution to fill the vacancy as soon as possible.

Chapter 14 Election Board:

14.1 Definition:

The Election Board is the organization responsible for all election affairs of the Union Executive Committee, the Editorial Board and the City Broadcasting Channel, and coordinates the Union Council popularly-elected Councilors elections.

14.2 Authority:

14.2.1 Responsible for the election of the Executive Committee, the Editorial Board and the City Broadcasting Channel, and ensuring the election process is fair and smooth.

14.2.2 Under the assistance of the Election Board of each College and Division Society and Society, the Election Board shall coordinate with the election of the Union Council, and ensure the election process is fair and smooth.

14.2.3 To promote the above-mentioned elections.

14.2.4 To handle all the election matters, including nomination, polling, counting, supervision, and complaint.

14.2.5 To prepare for the election schedule.

14.2.6 To supervise the promotion activity of the candidate and electioneering team.

14.2.7 To generate the election regulations according to this Constitution, while the interpretation of the election regulation shall refer to the judgment of the Arbitration Committee.

14.2.8 To report the election information to the Union Council.

14.2.9 To submit a written report to the Union Council within two (2) months after the above election, and shall

be dismissed automatically after the approval of the Union Council to the written report.

14.2.10 When there is a tie on vote in the meeting, the Election Board Chairman shall have the final decision.

14.3 Qualification of the Election Board members:

14.3.1 Full member of the Union.

14.3.2 Election Board members shall not stand for election at the same time.

14.3.3 Election Board members shall not nominate or second others for election nor vote in order to maintain neutrality.

14.3.4 The Union Council shall appoint at least six (6) persons as the member before the middle of October of each year.

14.3.5 The appointed members shall be volunteers.

14.4 When there is a tie on vote in the meeting, the Election Board Chairman shall have the final decision.

14.5 The interpretation of the election rule(s) shall refer to the judgment of the Arbitration Committee.

14.6 Election Board shall be dismissed automatically after the approval of the Union Council to the written report.

14.2 Executive Committee Election:

14.2.1 The Executive Committee election shall be conducted once per year, the election shall be in the form of cabinet.

14.2.2 Nomination:

14.2.2.1 The candidate(s) of the President, the Internal Vice President, and the External Vice President shall be nominated by one (1) member and seconded by ten (10) members for the election.

14.2.2.2 Candidates of other cabinet members shall be nominated by one (1) member and seconded by five (5) members for the election.

14.3 Editorial Board Election:

14.3.1 Editorial Board election shall be conducted once per year, the election shall be in the form of cabinet.

14.3.2 Nomination:

14.3.2.1 The candidate(s) of the Editor in Chief and the Deputy Editor in Chief shall be nominated by one (1) member and seconded by ten (10) members for the election.

14.3.2.2 Candidates of other cabinet members shall be nominated by one (1) member and seconded by five (5) members for the election.

14.4 City Broadcasting Channel election:

14.4.1 City Broadcasting Channel election shall be conducted once per year, the election shall be in the form of cabinet.

14.4.2 Nomination:

14.4.2.1 The candidate(s) of the President and the Vice President shall be nominated by one (1) member and seconded by ten (10) members for the election.

14.4.2.2 Candidates of other cabinet members shall be nominated by one (1) member and seconded by five (5) members for the election.

14.5 Election regulations of Executive Committee, Editorial Board and City Broadcasting Channel:

14.5.1 Candidate, nominator and seconder qualification:

14.5.1.1 The candidates of the above-mentioned elections shall be the Full Member of the Union.

14.5.1.2 Election Board members shall not stand for the election, be nominated, nor second others in the election.

14.5.2 Nomination procedures:

14.5.2.1 Proposed Cabinet:

14.5.2.1.1 The proposed cabinet shall submit the cabinet member nomination form together with the deposit.

14.5.2.1.2 The proposed Executive Committee-cabinet shall consist of not less than ten (10) nor more than twenty (20) members, in which the President, the Internal Vice President, the External Vice President and the Financial Secretary shall not be vacant.

14.5.2.1.3 The proposed Editorial Board cabinet shall consist of not less than five (5) nor more than fifteen (15) members, in which the Editor in Chief, the Deputy Editor in Chief and the Treasurer shall not be vacant.

14.5.2.1.4 The proposed City Broadcasting Channel cabinet shall consist of not less than five (5) nor more than fifteen (15) members, in which the President, the Vice President, and the Financial Secretary shall not be vacant.

14.5.2.1.5 The nomination date shall be published by the Election Board each year, and the time limit is fourteen (14) days; any overdue nomination shall not be accepted. If there is no proposed cabinet on the due date, the nomination date shall be automatically extended for seven (7) days. If there is still no Proposed Cabinet, the case shall be forwarded to the Union Council for further process.

14.5.3 Voting method:

14.5.3.1 Each Full Member shall have one (1) vote in each election.

14.5.3.2 The election adopts the method of secret ballot, and the ballot shall be stamped with the seal of the Election Board.

14.5.4 Counting of ballot:

14.5.4.1 Counting shall start within one (1) hour after the deadline of polling, and there shall be the University representative as the Returning Officer.

14.5.4.2 The proposed cabinet could appoint one (1) representative for scrutiny.

14.5.4.3 All ballots with doubts shall be decided by the Returning Officer for final decision.

14.5.4.4 The counting of votes can be completed with the official announcement by the Returning Officer.

14.5.5 Quorum:

The quorum shall reach one-tenth of all Full Members for a valid election.

14.5.6 Qualification to be elected:

14.5.6.1 Cabinet to be elected:

14.5.6.1.1 The proposed cabinet acquired the highest number of votes and one-tenth of total effective votes at the same time shall be elected.

14.5.6.1.2 If there is only one (1) proposed cabinet, a vote for confidence shall be adopted.

14.5.6.1.3 The proposed cabinet shall be elected when it acquires more votes for confidence than the votes for no-confidence and one-tenth or more of total valid votes under the adoption of the vote for confidence.

14.5.7 Election complaint

14.5.7.1 All complaints shall have relevant evidence support and be clearly signed.

14.5.7.2 All complaints shall be reported to the Arbitration Committee in writing within twenty-four (24) hours after counting the ballots.

14.5.7.3 All complaints shall refer to the judgment of the Arbitration Committee as the final decision.

14.5.8 Election funding:

14.5.8.1 All election funding is funded by the Union, which shall be published by the Election Board of that year.

14.5.8.2 The election expenditure shall not exceed the funded amount of the Union.

14.5.8.3 Except the funded amount by the Union, the candidate cabinet shall not receive any other sponsorships nor any fund-raising events.

14.5.8.4 All the proposed cabinet(s) shall submit all receipts twenty-four (24) hours before the polling day, and the detailed financial report to the Election Board for review. If there is any omission or false declaration, the Election Board shall give disciplinary sanction.

14.5.9 Disciplinary sanction:

If the proposed cabinet violates the election rule(s), the Union shall give disciplinary sanction.

14.5.10 Result publishing:

14.5.10.1 If there is no complaint within twenty-four (24) hours after counting, the election results shall be officially published by the Election Board within the next day to be deemed effective.

14.5.10.2 The result of all the complaints shall only be published after the investigation of the Arbitration Committee.

14.5.11 Re-election:

When the election is judged to be invalid by the Arbitration Committee, the re-election shall be carried out after discussion within the Union Council, and the re-election format and procedure shall be decided by the Union Council.

14.5.12 By-election:

14.5.12.1 When the position of Executive Committee member is vacant, the by-election shall be carried out after discussion within the Union Council, and the by-election format and procedure shall be decided by the Union Council, while the candidate shall be nominated by the Executive Committee of that year.

14.5.12.2 When the position of Editorial Board member is vacant, the by-election shall be carried out after discussion within Union Council, and the by-election format and procedure shall be decided by Union Council, while the candidate shall be nominated by the Editorial Board of that year.

14.5.12.3 When the position of City Broadcasting Channel member is vacant, the by-election shall be carried out after discussion within Union Council, and the by-election format and procedure shall be decided by Union Council, while the candidate shall be nominated by the City Broadcasting Channel of that year.

14.6 Popularly Elected Councilor Election of Union Council of College and Division Society:

14.6.1 Candidate, nominator and seconder qualification:

14.6.1.1 The candidates of the above-mentioned elections shall be Full Member of the College and Division Society.

14.6.1.2 The College and Division Society Election Board members shall not stand for the election, be nominated, nor second others in the election.

14.6.2 Nominating procedures:

14.6.2.1 The candidate shall submit the nomination form together with the deposit.

14.6.2.2 The nomination date shall be published by the Election Board of College and Division Society of each year, and the time limit is fourteen (14) days; any overdue nomination shall not be accepted. If there is no candidate on the due date, the nomination date shall be automatically extended for seven (7) days. If there is still no candidate, the case shall be forwarded to the Union Council for further process.

14.6.3 Voting method:

14.6.3.1 Each College and Division Society Full Member shall have one (1) vote in each election.

14.6.3.2 The election adopts the method of secret ballot, and the ballot shall be stamped with the seal of the Election Board.

14.6.4 Counting of ballot:

14.6.4.1 Counting shall start within one (1) hour after the deadline of polling, and there shall be the college or faculty representative of the electing College and Division Society as the Returning Officer.

14.6.4.2 The candidate could personally scrutinize or appoint one (1) representative for scrutiny.

14.6.4.3 All ballots with doubts shall be decided by the Returning officers for final decision.

14.6.4.4 The counting of votes can be completed with the official announcement by the Returning Officer.

14.6.5 Quorum:

The quorum shall reach one-tenth of all Full Members of College and Division Society for a valid election.

14.6.6 Qualification to be elected:

14.6.6.1 When the candidate number is more than the number of seat(s) set by College and Division Society according to this Constitution, the candidate who acquires the most votes shall be elected.

14.6.6.2 When the candidate number is less than or equal to the seat number set by College and Division Society according to this Constitution, a vote for confidence shall be adopted.

14.6.6.3 When the candidate number is more than the number of seat(s) set by College and Division Society according to this Constitution, and there are two (2) or more candidates have the same amount of votes, such that the condition makes this election unable to judge which person is elected, the candidates with the same amount of votes shall receive a re-election within seven (7) days after the general election arranged by the Election Board of College and Division Society, and the election method shall be the same as this regulation.

14.6.7 Election complaint:

14.6.7.1 All complaints shall have relevant evidence support and be clearly signed.

14.6.7.2 All complaints shall be reported to the Arbitration Committee in writing within twenty-four (24) hours after counting the ballots.

14.6.7.3 All complaints shall refer to the judgment of the Arbitration Committee as the final decision.

14.6.8 Election funding:

14.6.8.1 All election funding is funded by the Union, which shall be suggested by the Union Council Administrative Committee of that year, and listed in the financial budget of Students' Union.

14.6.8.2 The election expenditure shall not exceed the funded amount by the Union.

14.6.8.3 Except the funded amount by the Union, the candidate shall not receive any other sponsorships nor any fund-raising events.

14.6.8.4 All the candidates shall submit all receipts twenty-four (24) hours before the polling day, and the detailed financial report to the Election Board of College and Division Society for audit. If there is any omission or false declaration, the Election Board shall give disciplinary sanction.

14.6.9 Disciplinary sanction:

If the candidate violates the general election rules, the College and Division Society shall give disciplinary sanction according to the election rule.

14.6.10 Result publishing:

14.6.10.1 If there is no complaint within twenty-four (24) hours after counting, the election results shall be officially published by the Election Board of College and Division Society within the next day to be deemed effective, and informed to the Union Council, to take effect.

14.6.10.2 If there are any complaint(s), the general election result shall be published after the Arbitration Committee handling the complaint(s).

14.6.11 Re-election:

Except for the provision of 14.6.6.3, when the election is judged to be invalid by the Arbitration Committee, through the deliberation of Council of College and Division Society, the College and Division Society could re-elect the representatives of Union Council member, and the re-election form and procedures shall be decided by Council of College and Division Society.

14.6.12 By-election:

When the member position is vacant, the Council of College and Division Society shall appoint a Council member to take the post of the Union Council member to fill the meeting seat vacancy.

14.6.13 If a Union Council member of College and Division Society abandons to be Councilors of Council, the Union Council could appoint the Executive Committee member to fill the vacancy; the Union Council shall also publicly recruit the Full Member as the member, and the Union's Executive Committee shall assist to promote with all efforts. If there is a written application by a Full Member, and the application is approved by the Union Council, the Full Member shall replace the Union Council member acted by the Executive Committee member.

14.6.14 The maximum number of Non-Popularly-Elected Councilor of the Union Council of each College and Division Society shall be three (3) , and shall not exceed the limit set in 5.4.6.1.

14.7 Popularly Elected Councilors Election of Union Council of Society:

14.7.1 Candidate, nominator and seconder qualification:

14.7.1.1 The candidates of the above-mentioned elections shall be Full Member of the Society.

14.7.1.2 Society Election Board members shall not stand for the election, be nominated, nor second others in the election.

14.7.2 Nominating procedures:

14.7.2.1 The candidate shall submit the nomination form together with the deposit.

14.7.2.2 The nomination date shall be published by the Election Board of Society of each year, and the

time limit is fourteen (14) days; any overdue nomination shall not be accepted. If there is no candidate on the due day, the nomination date shall be automatically extended for seven (7) days. If there is still no candidate, the case shall be forwarded to the Council of Society for further processing.

14.7.3 Voting method:

14.7.3.1 Each Society Full Member shall one (1) vote in each election.

14.7.3.2 The election adopts the method of secret ballot, and the ballot shall be stamped with the seal of the Election Board.

14.7.4 Counting of ballot:

14.7.4.1 Counting shall start within one (1) hour after the deadline of polling, and there shall be its relevant department(s) or division representative of the electing Society as the Returning Officer.

14.7.4.2 The candidate could personally scrutinize or appoint one (1) representative for scrutiny.

14.7.4.3 All ballots with doubts shall be decided by the Returning Officer for final decision.

14.7.4.4 The counting of votes can be completed with the official announcement of by the Returning Officer.

14.7.5 Quorum:

The quorum shall reach one-tenth of all Full Members of Society for a valid election.

14.7.6 Qualification to be elected:

14.7.6.1 When the candidate number is more than the number of seat(s) set by Society according to this Constitution, the candidate who acquires the most votes shall be elected.

14.7.6.2 When the candidate number is less than or equal to the seat number set by Society according to this Constitution, a vote for confidence shall be adopted.

14.7.6.3 When the candidate number is more than the number of seat(s) set by Society according Chapter 5.4.6.2, and there are two (2) or more candidates have the same amount of votes, such that the condition makes this election unable to judge which person is elected, the candidates with the same amount of votes shall receive a re-election within seven (7) days after the general election arranged by Election Board of Society, and the election method shall be the same with this regulation.

14.7.7 Election complaint:

14.7.7.1 All complaints shall have relevant evidence support and be clearly signed.

14.7.7.2 All complaints shall be reported to the Arbitration Committee in writing within twenty-four (24) hours after counting the ballots.

14.7.7.3 All complaints shall refer to the judgment of the Arbitration Committee as the final decision.

14.7.8 Election Funding:

14.7.8.1 All the funding is funded by the Union, which shall be suggested by the Union Council Administrative Committee of that year, and listed in the financial budget of the Students' Union.

14.7.8.2 The election expenditure shall not exceed the funded amount of the Union.

14.7.8.3 Except the funded amount by the Union, the candidate shall not receive any other sponsorships nor any fund-raising events.

14.7.8.4 All the candidates shall submit all the receipts twenty-four (24) hours before the voting day, and the detailed financial report to the Election Board of Society for audit. If there is any omission or false declaration, the Election Board shall give disciplinary sanction.

14.7.9 Disciplinary sanction:

If the candidate violates the election rules, the Subject Society shall give disciplinary sanction according to the election rule.

14.7.10 Result publishing:

14.7.10.1 If there is no complaint within twenty-four (24) hours after counting, the election results shall be officially published by the Election Board of Society within the next day to be deemed effective, and informed the Union Council, to take effect.

14.7.10.2 If there are any complaint(s), the general election result shall be published after the Arbitration Committee handling the complaint(s).

14.7.11 Re-election:

Except for the provision of 14.7.6.3, when the election is judged to be invalid by the Arbitration Committee, through the deliberation of the Council of Society, the Society could re-elect the representative of the Union Council member of Students' Union, and the re-election form and procedures shall be decided by Council of Society.

14.7.12 By-election:

When the member position is vacant, the Council of Society shall appoint a Council member to take the post of Union Council member of Students' Union to fill the representative vacancy.

- 14.7.13 If a Union Council member of Society abandons to be Councilor of Council, the Union Council could appoint the Executive Committee member to fill the vacancy; the Union Council shall also publicly recruit the Full Member as the member, and the Union's Executive Committee shall assist to promote with all efforts. If there is a written application by a Full Member, and the application is approved by the Union Council, the Full Member shall replace the Union Council member acted by the Executive Committee member.
- 14.7.14 The maximum number of the Non-Popularly-Elected Councilor of the Union Council of each Society shall be three (3) persons, and shall not exceed the limit set in 5.4.6.2.

Chapter 15 Provisional Central Organization composition guidance

15.1 When the Executive Committee, the Editorial Board and the City Broadcasting Channel fall vacant as no new cabinet is generated in an election, or dismissed during the term, the Union Council shall establish a Provisional Organization to maintain the daily operation.

15.2 Provisional Administrative Committee:

15.2.1 Authority:

15.2.1.1 To act as the unique organization representing the Executive Committee when the Executive Committee falls vacant and to be responsible for all Full Members.

15.2.1.2 To be responsible for the daily routine and administrative work of the Union.

15.2.2 Tenure:

15.2.2.1 When the Executive Committee falls vacant after the term starts, the Union Council shall organize the Provisional Executive Committee, and the Union Council Chairman shall take the post of Acting-President of the Provisional Executive Committee, to handle the matter of the Executive Committee, until the new Executive Committee is elected.

15.2.3 Member:

15.2.3.1 When the Union Council establishes the Provisional Executive Committee, it shall select and list the position available for Full members from Chapter 7.4.

15.2.3.2 The Chairman of the Union Council shall be the Acting-President.

15.2.4 Member appointment and dismissal:

15.2.4.1 Acting-President: after approved by no less than two thirds of all the members of Union Council, the Union Council could appoint one (1) Full Member to replace the Chairman of the Union Council as the Acting-President; the Acting-President appointed in this way, if approved by two thirds or more attended members, the Acting President could be dismissed.

15.2.4.2 Acting Financial Secretary: after approved by two thirds or more of votes for a Full Member by the attended members, the Full Member shall become the Acting Financial Secretary under the appointment of the Union Council; the Acting Financial Secretary appointed in this way if approved by two thirds or more attended members, the Acting Financial Secretary could be dismissed.

15.2.4.3 Other Acting positions of Provisional Administrative Committee: after approved by a half or more of affirmative votes of attended members, the Union Council could appoint Full Members taking the posts of other Acting positions; any Acting position appointed in this way, if approved by two thirds or more attended members, that Acting position could be dismissed.

15.2.4.4 When Union Council arranged Provisional Executive Committee recruitment period ends, if there is still vacant Financial Secretary position, the Acting Internal Vice President shall take all the additional posts; if the Acting Internal Vice President is also vacant, the acting External Vice President shall take the post of Acting Financial Secretary; when above three (3) positions are all vacant, Acting President shall take the post of Acting Financial Secretary.

15.2.4.5 Union Council shall convene the Extraordinary Meeting within fourteen (14) days since Executive Committee is vacant, to handle the matter of establishing Provisional Executive Committee, and the time limit to recruit Provisional Executive Committee member shall be at least fourteen (14) days and at most thirty (30) days; Union Council shall handle all the recommendation application as soon as possible.

15.3 Provisional Editorial Board:

15.3.1 Authority:

15.3.1.1 When the Editorial Board falls vacant, as the only organization representing the Editorial Board, responsible for all the Full Members.

15.3.1.2 Responsible for handling the daily editorial matters of the Union.

15.3.2 Tenure:

15.3.2.1 When the Editorial Board falls vacant after the term starts, the Union Council shall organize the Provisional Editorial Board, to handle the matter of the Editorial Board, until the new Editorial Board is elected.

15.3.3 Member appointment and dismissal:

15.3.3.1 Acting Editor-in-Chief: after approved by no less than two thirds of all the members of Union Council, Union Council could appoint one (1) Full Member as the Acting Editor-in-Chief; the Acting Editor-in-Chief appointed in this way, if approved by no less than two thirds of all the members of Union Council, could be dismissed.

- 15.3.3.2 Acting Treasurer: after approved by no less than two thirds of all the members of Union Council, Union Council could appoint one (1) Full member as Acting Treasurer; the Acting Treasurer appointed in this way, if approved by no less than two thirds of all the members of Union Council, could be dismissed.
- 15.3.3.3 When Union Council arranged Interim Administrative Committee recruitment period ends, if the Acting Treasurer is still vacant, the acting deputy editor-in-chief shall take all the additional posts; if the acting deputy editor-in-chief is also vacant, the Acting Editor-in-Chief shall take the post of Acting Treasurer.
- 15.3.3.4 Other acting personnel position of Interim Editorial Board: Other acting personnel position(s) of Provisional Editorial Board shall be appointed by Acting Editor-in-Chief, and inform the Union Council.
- 15.3.3.5 The Union Council shall convene the special meeting within fourteen (14) days since the Editorial Board is vacant, and the time limit to recruit Acting Editor-in-Chief shall be at least fourteen (14) days and at most thirty (30) days; Union Council shall handle all the recommendation applications as soon as possible.

15.4 Provisional City Broadcasting Channel:

- 15.4.1 Authority:
 - 15.4.1.1 When City Broadcasting Channel falls vacant, as the unique organization representing City Broadcasting Channel, responsible for all the Full Members.
 - 15.4.1.2 Responsible for handling the daily broadcasting matters of the Union.
- 15.4.2 Tenure:
 - 15.4.2.1 When City Broadcasting Channel falls vacant after the term starts, Union Council shall organize Provisional City Broadcasting Channel, to handle the matters of City Broadcasting Channel, until the new City Broadcasting Channel is elected.
- 15.4.3 Member appointment and dismissal:
 - 15.4.3.1 Acting-President: after approved by no less than two thirds of all the members of Union Council, Union Council could appoint one (1) Full Member as the Acting-President; the Acting-President appointed in this way, if approved by no less than two thirds of all the members of Union Council, could be dismissed.
 - 15.4.3.2 Acting Financial Secretary:
After approved by two thirds or more of affirmative votes of attended members, Union Council could appoint one (1) Full Member as the Acting Financial Secretary; the Acting Financial Secretary appointed in this way, if approved by two thirds or more of affirmative votes of attended members, could be dismissed.
 - 15.4.3.3 When Union Council arranged Provisional City Broadcasting Channel recruitment period ends, if there is still a vacant Financial Secretary, the Acting Vice President shall take all the additional posts; when above two (2) positions are all vacant, the Acting President shall take the post of Acting Financial Secretary.
 - 15.4.3.4 Other acting position of Provisional City Broadcasting Channel:
Other acting position of Provisional City Broadcasting Channel shall be appointed by Acting President, and inform Union Council; Union Council shall establish City Broadcasting Channel Provisional City Broadcasting Channel within fourteen (14) days after falling vacant, and the Acting President recruitment time limit shall be at least fourteen (14) days and at most thirty (30) days; Union Council shall handle all the recommendation application as soon as possible.

Chapter 16 Finance

16.1 Fiscal year:

Fiscal year is the same as the session of the Union.

16.2 Annual fee:

16.2.1 Unless otherwise specified in this Constitution or supplementary provisions, each Member shall pay the annual fee once per year.

16.2.2 The resolution of changing annual fee shall be listed in the financial budget of the new Executive Committee of the Union, and approved in Annual General Meeting of the Union Council; the growth rate upper limit is 5% of annual fee of previous year of the Union.

16.2.3 The annual fee of the Union of 2017 is Hong Kong dollar one hundred thirty (130) only.

16.3 Admission fee:

Unless otherwise specified in this Constitution or By-laws, when each new Member joins the Union, it shall pay the admission fee of seventy (70) dollars, and this amount shall be included in the Union fund.

16.4 Financial budget:

16.4.1 Executive Committee shall submit the draft of the annual financial budget of that year to the Union Council within fifteen (15) days after taking office, for approval.

16.4.2 After taking office for half a year, if necessary, the financial personnel of the Executive Committee could revise the annual financial budget, and submit it to the Union Council for approval.

16.5 Financial report:

16.5.1 Executive Committee shall submit the interim financial report to the Union Council within one (1) month after taking office for half a year.

16.5.2 Executive Committee shall submit the annual financial report to the Union Council in office within one (1) month after its term finishes.

16.6 Audit:

The annual financial account of the Union shall be audited by the honorary auditor.

16.7 Financial Committee:

16.7.1 Establishing the Financial committee to assist the Union Council disposing of all the Union financial affairs.

16.7.2 The aforementioned Financial Committee shall be accountable for the Union Council directly.

16.8 Bank account:

All the cheques of the Union shall acquire the joint signature of the President, Financial Secretary and the Honorary Treasurer, before coming into effect.

16.9 Affiliated account:

The organizations governed by the Union, shall open their own affiliated account of the Union under the approval of the Union Council, and acquire the joint approval of the President, the Financial Secretary and the Honorary Treasurer. The President, Financial Secretary of the organization, and the President of the Union or the Financial Secretary of the Union (of the Executive Committee) shall jointly sign the cheque of the account.

16.10 Membership fee application:

The membership fee of the Union shall be used for the Union held activity or the activity corresponding to the tenet of the Union.

16.11 Fund application:

The fund of the Union shall be used for the development of the Union. For using the fund, the Executive Committee shall specially propose to the Union Council, and acquire the approval in the resolution of the Union Council.

Chapter 17 Discipline

17.1 All Members shall abide by the Constitution, By-laws and standing orders.

17.2 Any Member with the behavior damaging the reputation and interest of the Union or bad act violating the Constitution of the Union, shall receive the following punishment:

17.2.1 Freezing the Member's right and interest:

If any Member does not pay the membership fee, all the rights and interest enjoyed by the Member shall be frozen immediately, until paying the membership fee.

17.2.2 Expelling the membership:

If any Member does not perform the obligation as Member, Executive Committee could require the Arbitration Committee convening the extraordinary arbitration meeting, to expel the membership of that Member.

17.2.3 Motion of Regret:

Students' Union Council member could raise the Motion of Regret of any member or personnel of the Union, but it shall acquire the approval through two thirds or more attended Councilors vote for the motion, and the proposal shall not be approved on the follow-up meeting when the quorum is not present.

17.2.4 Motion of No-Confidence:

17.2.4.1 Union Council member could raise the Motion of No-Confidence of any member or personnel of the Union, but it shall acquire the approval through two thirds or more attended Councilors vote for, and the proposal shall not be approved on the follow-up meeting when the quorum is not present.

17.2.4.2 Any Motion of No-Confidence approved on the meeting of the Union Council, once approved, shall immediately execute the abolishment of the position of the Member in the Union.

17.2.4.3 Union Council shall inform relevant results to the school authority in writing within fourteen (14) days after the no-confidence proposal gets approved.

17.3 All the discipline, except for the Motion of Regret and Motion of No-Confidence, shall be handled by the Arbitration Committee.

17.4 For the Member receiving any punishment, all relevant data shall be posted on the notice board of the Union, for no less than one (1) week.

17.5 For the Member whose member right and interest were frozen, once the right and interest are recovered, all relevant notices shall be posted on the notice board of the Union, for no less than one (1) week.

Chapter 18 Dissolution

- 18.1 The dissolution of the Union shall receive the affirmative vote of three quarters or more of all the Full Members in the General Polling.
- 18.2 Before the dissolution of the Union, the Union Council shall submit the comprehensive data of all business of the Union, the financial condition and the influence after dissolution, so as to let all the Members understand clearly. All the assets of the Union shall be handled properly. All the surplus assets shall be donated to the charity or the organization with similar nature with the Union.
- 18.3 When the Union dissolves, the Chairman of the Union Council shall make an official announcement.

Chapter 19 Miscellaneous

19.1 The Union Member shall not hold two (2) or more of the following positions:

- 19.1.1 Member of College and Division Society Union Council.
- 19.1.2 Member of Society Students' Union Council.
- 19.1.3 Member of Federation of Student Residents' Associations Union Council.
- 19.1.4 Member of Federation for Affiliated Associations Union Council.
- 19.1.5 Member of Arbitration Committee.
- 19.1.6 Member of Executive Committee.
- 19.1.7 Member of Editorial Board.
- 19.1.8 Member of City Broadcasting Channel.
- 19.1.9 Member of Students' Union Provisional Administrative Committee.
- 19.1.10 Member of Students' Union Provisional Editorial Board.
- 19.1.11 Member of Students' Union Provisional City Broadcasting Channel.

19.2 The Union Member could only be reappointed for the following position once:

- 19.2.1 President of the Executive Committee.
- 19.2.2 Internal Vice President of the Executive Committee.
- 19.2.3 External Vice President of the Executive Committee.
- 19.2.4 Chairman of the Union Council.
- 19.2.5 Vice Chairman of the Union Council.
- 19.2.6 Editor in Chief of the Editorial Board.
- 19.2.7 President of the City Broadcasting Channel.
- 19.2.8 Chairman of the Federation of Student Residents' Associations.
- 19.2.9 Chairman of the Federation for Affiliated Association.

19.3 Constitution acceptance:

This Constitution shall be approved in the General Polling and by the Council of City University of Hong Kong, before coming into effect.

19.4 Constitution interpretation:

The content of this Constitution shall refer to the interpretation of the Arbitration Committee.

19.5 Constitution supplementary provisions:

Constitution supplementary provisions shall be formulated by the Union Council, to supplement the deficiency of the Constitution, and to make the affairs of the Union carrying out smoothly. The Union Council shall acquire the affirmative vote of two thirds or more of attended members, before modifying the supplementary provision.

19.6 Meeting rules:

The meeting rule of the Union shall be formulated by the Union Council, to make the meeting related to the Union run in due procedure. The Union Council shall acquire the affirmative vote of two thirds or more of attended members, before modifying the meeting rule.

19.7 Responsibility:

The Union Council and Executive Committee shall be in the charge of the external legal liability of the Union.

19.8 Constitution modification:

Constitution modification shall be proposed by the Union Council, and submitted to the General Meeting for drafting discussion agenda, and take effect immediately after approval in General Meeting or General Polling. The approved Constitution shall be submitted to the Council of City University of Hong Kong and the Societies Officer of Hong Kong Special Administrative Region within fourteen (14) days for filing.

19.9 Application of membership withdrawal:

- 19.9.1 A Member may at any time withdraw from the Union writing to the Union.
- 19.9.2 After a Member withdrawing the membership, he or she shall lose all the rights and interests endowed by the Constitution.

(Approved in General Polling on August 9, 1985)

(First revision on July 13, 1986)

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(Fourth revision on April 26, 1995)

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