

西交利物浦大学生物科学社 章程

第一条： 组织名称：

本组织的名称应当为 西交利物浦生物科学社

第二条： 目的陈述：

生物俱乐部的首要目的是为学生提供生物科学的指导，特别是对学术学习。

2.提供专业和学术信息，帮助学生更深入地掌握学术知识，更深入的学习选择。

3.提高专业素养和学术精神。培养学生对生物科学的兴趣。

第三条： 会员资格：

1.本组织可自由接纳新成员，而不考虑种族、宗教、国籍、种族、年龄、性别、婚姻状况或公民身份。

2.一个组织是由至少十个认可的学校（10）学校学生需要定期的成员。

3.普通会员仅限于学校的学生。所有正式会员必须具备优秀的专业知识和优秀的组织能力。

4.每个成员享有平等的权利和特权。学校的教职员工都有资格成为无投票权的成员。

第四条： 管理层：

执行董事会中选出的人担任主席、副主席、财务主管、秘书及其他人员。

第五条： 会议

1.在学年期间，每月至少举行一次管理层会议。一般会员大会每学期至少举行一次。

2.特别会议由主席或委员召集。所有成员必须至少 48 小时通知，周末和节假日除外，会议时间之前。

3.成员必须在会议开始前 24 小时解释不出席会议的原因。

第六条:执行委员会：

1.选举产生的人员应构成本组织执行委员会，每一人均有一票表决权。顾问为编外的、无表决权的成员。

2.执行董事会在学年内每月举行一次不少于一次的会议。董事会会议须向任何成员开放。

3.所有支出为人民币 500 元以下的，需经董事长和财务主管批准，不经批准后首次提交。超过 500 元的支出必须得到组织的多数批准。

4.执行委员会应在生物俱乐部笔记本上写下计划委员会。

第七条:修改章程的方法：

1.成员提出的章程修正案应提交组织，并等待特别会议进行表决。

2.定期会议的表决成员的三分之二的批准，须通过拟议的修正案。

3.需要修改学术社团的批准以改变章程。

第八条： 管理层的继承：

1.如果一名成员辞职或被免去特殊情况，临时继承的顺序应为：主席、副主席、财务主管、秘书及其他成员。

2.任何职位空缺后，新的候选人将在下次例会或特别会议上选出。

生物科学社 细则

会员章程：

- 1.组织应有两类会员：定期和荣誉会员
- 2.如果有人成为正式会员，他/她完成会员表格，支付会费（如果根据该年度的招聘政策），并提交给组织秘书。
- 3.学校的教员和工作人员有杰出的服务组织可以授予荣誉会员接受本组织的任何成员的多数票。荣誉成员的职权。
- 4.最多的一个学生组织的成员百分之 20 个人可能谁都不是学校的学生，例如，社区成员，其他高校的学生。只有学生在学校时，可以在问题来之前，学生组织投票。
- 5.任何组织成员不得因组织的行为或行为严重损害组织成员的权利而被中止或开除。违法行为必须由会员书面提出。在该罪行已提交给该组织后，该违例成员有权在该组织的常规会议前聆讯，并可暂停或驱逐，只有四分之三的投票成员目前的肯定票。违规的成员有权上诉不利的判决在例会上，只有停学或开除被三分之四的成员投票表决推翻时，这样的违规成员复职。

二、会费：

会费由会员投票表决。

二、管理层：

- 1.主席主持本组织的所有会议。他/她将是该组织的官方发言人，代表组织的政策，意见和意见，在其与校园和社区的关系。他/她应有该组织所订明的进一步权力和职责。
- 2.副主席在主席缺席的情况下主持组织会议。他/她应履行由总统指派给他/她的所有法律职责。他/她应通知组织会议的所有成员。
- 3.财务主管处理组织的所有财务和预算，维护所有必要的会计记录。所述记录应按照公认会计原则保持。他/她须以该组织的名义维持帐目，要求司库及总裁签署授权开支。所有超过 500 元的费用都需要组织的多数批准。
- 4.秘书须在组织的所有会议上记录会议记录，并将会议纪要存档，并向所有组织成员提交所需的副本。他/她应负责所有组织信件，并将其副本存档。他/她也应作为历史学家，并保持组织的所有记录。
- 5.选举主任不能履行任期的，应当在下次例会或者特别会议上填补空缺。任何合格的成员，包括已持有公职的成员，均可获提名为空缺职位。然而，执行官一次只能持有一个职位。
- 6.由罢免案选出的成员占总人数的三分之一。违法行为必须由会员书面提出。在该罪行已提交给该组织后，违例人员须在聆讯前 48 小时。罢免选举应当在下次召回后的定期商务会议上举行，并进行特别选举。召回将需要四分之三的投票成员目前的有利投票。
- 7.为有资格在该组织任职，候选人必须是全职学生，具有良好的学术地位。
- 8.组织人员任期为一学年。任何管理层不得连续两次担任同一职务。

9.无故缺席会议两次由社长及副社长进行提醒警告。无故缺席三次以上或不参与活动占比达60%以上者由管理层自动降为社员，不需要投票表决。

10.若犯重大错误者，由社长，副社长及部长进行商议。并由其投票决定，超过 2/3 即为最终结果，情节严重者最多只能降为社员，不能开除社籍。

四、顾问：

1.应当有至少一个顾问从教师或行政组织的选举工作人员。

2.顾问应任期一年，并与该组织的官员同时当选。

3.顾问为编外的、无表决权的成员（S）。

五、委员会：

1.主席有权成立委员会，以进一步推动该组织的宗旨。

六、法定人数：

1.构成法定人数的成员比例为百分之五十加一。

2.在投票中，多数人应占投票人数的百分之五十以上。

3.任何正式投票或选举必须有法定人数。

七、选举：

1.每学年举行一次选举。选举日期由该组织成立。

2.须为举行定期选举的任何会议提供至少一星期的通知。

3.选举须无记名投票。允许举手。

选举结束后可在 3 天内提交异议，异议有效后立即在全部管理层内公示（包括上一届管理层）。并由全体管理层投票决定，超 2/3 票后异议有效。异议相关的职位由原候选人的范围内进行选举，可以自愿放弃。

修改章程的方法：

1.提出规章制度修订案的成员应当提交书面的俱乐部，才可能在一个会议上投票。

2.定期会议的表决成员的三分之二的批准，须通过拟议的修正案。

3.更改社团章程须经学术会评议会批准。

4.每月在社长，副社长与全体部长范围内进行会议，主要商讨章程的修订与下月计划。

九、议会的权力：

1.权力来源应为罗伯特的秩序规则，新修订的。

Articles of Association of Biology, Xi'an Jiaotong-Liverpool University

Article 1 Name of organization:

1. The name of the organization shall be Xi'an Jiaotong-Liverpool Biological Society

Article 2: Statement of Purpose:

1. The primary purpose of the Biology Club is to provide students with guidance in the biological sciences, especially in their academic studies.
2. Provide professional and academic information to help students gain a deeper grasp of academic knowledge and make more in-depth study choices.
3. Improve professional quality and academic spirit. Develop students' interest in biological science.

Article 3 membership:

1. The Organization may freely admit new members without regard to race, religion, nationality, race, age, sex, marital status or citizenship.
2. An organization is composed of at least ten accredited schools (10) whose students need regular membership.
3. Regular membership is limited to students of the school. All full members must have excellent professional knowledge and excellent organizational skills.
4. Every member enjoys equal rights and privileges. The faculty and staff of the school are eligible to become non-voting members.

Article 4 Management:

1. A person elected from the Executive Board shall serve as Chairman, Vice-chairman, Treasurer, Secretary and other personnel.

Article v: Meeting

1. Management meetings shall be held at least once a month during the school year. General meetings are held at least once per term.
2. Special meetings shall be called by the Chairman or members. All members must give at least 48 hours notice, weekends and holidays excepted, prior to meeting time.
3. Members must explain their absences 24 hours before the start of the meeting.

Article 6: Executive Committee:

1. The elected members shall constitute the Executive Committee of the Organization, each of whom shall have one vote. Consultants are extras, non-voting members.
2. The Executive Board shall meet not less than once a month during the academic year. Meetings of the board shall be open to all members.
3. All expenditures less than RMB 500 shall be approved by the chairman of the board and the financial director, and shall be submitted for the first time without approval. Expenditures over \$500 must be approved by a majority of the organization.

4. The Executive Committee shall write the program Committee in the Biology Club notebook.

Article 7 methods for revising articles of Association:

1. Amendments to the Constitution proposed by members shall be submitted to the Organization for a vote at a special meeting.
2. Approval by two thirds of the voting members at the regular meeting shall be subject to the adoption of the proposed amendment.
3. The approval of the academic society needs to be amended to change the constitution.

Article 8 Succession of Management:

1. In the event of the resignation or removal of a member in exceptional circumstances, the order of provisional succession shall be the President, vice-president, Treasurer, Secretary and other members.
2. When any office becomes vacant, new candidates shall be elected at the next regular or special meeting.

Bylaws of the Biological Science Society

I. Articles of Association:

1. The organization shall have two types of members: regular members and honorary members
2. If someone becomes a full member, he/she completes the membership form, pays the membership fee (if in accordance with the recruitment policy for that year) and submits it to the Organization Secretary.
3. The faculty and staff of the School with outstanding service to the organization may be granted honorary membership receiving a majority vote from any member of the organization. Powers of honorary members.
4. Up to 20 percent of the members of a student organization may not be students of the university, for example, community members, or students of other universities. Only when students are in school can students organize votes before questions come.
5. No member of the Organization shall be suspended or expelled for acts of the Organization or acts that seriously impair the rights of members of the Organization. The offence must be proposed in writing by the member. After the offence has been brought before the organisation, the offending member is entitled to be heard before the organisation's regular meeting and may be suspended or expelled, with only three quarters of the voting members currently having affirmative votes. The offending member has the right to appeal against an adverse decision at a regular meeting, and such offending member is reinstated only if suspension or expulsion is overturned by a vote of three-quarters of the members.

ii. Membership Fee:

Membership dues are voted on by members.

li. Management:

1. The President presides over all meetings of the Organization. He/she will be the official spokesperson for the organization, representing the organization's policies, opinions and opinions in its relationship with the campus and community. He/she shall have such further powers and duties as may be prescribed by the Organization.
2. The Vice-President presides over organizational meetings in the absence of the President. He/she shall perform all the legal duties assigned to him/her by the President. He/she shall inform all members of the organizing meeting.
3. The Treasurer handles all the finances and budgets of the organization and maintains all necessary accounting records. The records shall be maintained in accordance with generally accepted accounting principles. He/she shall maintain the accounts in the name of the organisation and require the Treasurer and the President to sign off on authorised expenditure. All fees over \$500 require majority approval of the organization.
4. The Secretary shall take minutes at all meetings of the Organization and keep them on file and submit copies as required to all members of the Organization. He/she shall be responsible for organizing all correspondence and keeping copies of it on file. He/she should also act as a historian and maintain all records of the organization.
5. If the returning officer is unable to fulfill his term of office, he shall fill the vacancy at the next regular or special meeting. Any eligible member, including one who already holds public office, may be nominated for a vacancy. However, executives can only hold one position at a time.
6. One third of the total number of members elected by motion of dismissal. The offence must be proposed in writing by the member. After the offence has been referred to the organisation, the offender must be 48 hours before the hearing. The recall election shall be held at a regular business meeting following the next recall and a special election shall be held. A recall would require the current favorable votes of three-quarters of the voting members.
7. To be eligible to serve in the organization, candidates must be full-time students and in good academic standing.
8. The term of office is one academic year. No management shall hold the same position twice in succession.
9. The president and vice president will give a warning if they are absent twice. Those who are absent for more than three times without reason or who do not participate in activities for more than 60% will be automatically demoted to membership by the management without voting.
10. In case of major mistakes, the president, vice president and minister will discuss. And by its vote, more than 2/3 is the final result, serious cases can only be demoted to membership, can not be expelled from the club.

Iv. Consultant:

1. There shall be at least one consultant from the faculty or electoral staff of the administrative organization.
2. The Consultant shall serve for a term of one year and shall be elected at the same time as the officials of the Organization.
3. The consultant shall be an additional, non-voting member (S).

V. Committee:

1. The Chairman has the power to establish committees to further the purposes of the Organization.

Vi. Quorum:

1. The proportion of members forming a quorum shall be 50 per cent plus one.
2. In voting, a majority shall constitute more than 50 per cent of the total number of voters.
3. There must be a quorum for any official poll or election.

Vii. Election:

1. Elections are held every school year. The date of the election was set by the organization.
2. At least one week's notice shall be given to any meeting to hold periodic elections.
3. Elections shall be by secret ballot. Hands are allowed.