

THE CAMBRIDGE EASTERN EDUCATION AND DEVELOPMENT SOCIETY (CEEDS)

CONSTITUTION (Version 3)

1. NAME:

The name of this society shall be "Cambridge Eastern Education and Development Society" and can also be referred to as "CEEDS".

2. OBJECTS:

The society's aim shall be to:

(1) Provide exchange opportunities in higher education between UK and China

(2) Introduce culture exchange programs to promote Chinese culture in UK

(3) Organize career events to provide career information and personal development opportunities from China-related businesses

(4) Organize charity events in China and other East Asian countries to aid people suffering from poverty or natural disasters

(5) Promote connections and collaboration opportunities in science & high-tech technologies between UK and China

3. MEMBERSHIP:

(1) Membership of the Society shall be open to all members of the University and any others that have an interest in the areas matching the society's main objects.

(2) There is no annual fee or other additional charge for the membership of the society.

(3) The Society may offer Life Membership and Honorary Membership on such terms as it may decide.

(4) The Executive Committee may expel any member whose conduct seems likely to bring the Society into disrepute. Such expulsion shall be subject to confirmation at the next General Meeting of the Society.

4. THE ORGANISING STRUCTURE OF THE SOCIETY

(1) The day-to-day management of the Society's affairs within the university shall be in the hands of the Executive Committee, which shall normally be determined at the beginning of each Michaelmas term after the new students' fair. A majority of the

elected members of the Executive Committee shall be students, alumni or fellow of the University of Cambridge.

(2) The Executive Committee shall consist of one President, a few Vice Presidents, General Secretary, Junior Treasurer who shall be elected by the members as in 4(1). In addition there shall be a Senior Treasurer, who shall be a resident member of the Senate or other person approved by the Junior Proctor. The Senior Treasurer shall be appointed by the elected members of the Executive Committee and shall be *ex officio* a member of the Executive Committee.

(4) The society's Executive Committee shall be running in parallel with a China Programme Division, which mainly cope with China related programmes and projects of the society. The division shall be directed by the China Programme Director, together with a General Secretary and 1-2 China Programme Coordinators. All the positions within the division shall be elected by the members as in 4(1), and shall be full time or gap-year volunteer jobs taken by students or alumni of the university.

(5) Meetings of the society shall be chaired by the President or China Division Director. If neither the president or China Division Director is present, the remaining members shall elect a chairperson for that meeting. The quorum for a meeting of the Executive Committee shall be three members and a written record of each meeting shall be kept.

(6) The CEEDS society is a subordinate branch of the Cambridge Eastern Education and Development Foundation, which is a registered charitable organisation of England and Wales. The society is receiving organising and funding support from the CEED Foundation, and shall also report to the Foundation about its activity, officer appointment and account status on a regular basis.

5. GENERAL MEETINGS and RE-ELECTION

(1) The Society shall hold General Meetings all around the year. The general meetings shall be held in Cambridge by current members of the Executive Committee and China division. All Members, other than Honorary Members, shall be entitled to attend the Meeting. At least seven days written notice shall be given to members before each General Meeting.

(5) The President or China Division Director shall take the Chair at any General Meeting. In the absence of the President or China Division Director the meeting shall elect a Chairperson for that meeting. The quorum for a General Meeting shall be three members.

(2) The General Meeting shall discuss society's activities and ongoing projects. Minutes of each general meeting shall be recorded by general secretary or senior members of the society. Minutes or

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decisions from last General Meeting shall be tracked in the following meetings.

(4) A Special General Meeting (SGM) shall be held at the end of each academic year. It shall be held in Cambridge and attended by current Executive Committee and China Division Members. The President and China Division Director shall be re-elected and voted for approval by all the current members. New members and officers of the society shall be approved by the CEED Foundation and updated with the university Junior Proctor.

6. FINANCIAL MATTERS:

(1) The Society shall maintain a banking account with a suitable Bank or Building Society to hold the Society's funds.

(2) It shall be the responsibility of the Junior Treasurer to ensure that monies received are properly accounted for and that the Society's financial records are kept in good order.

(3) The Senior Treasurer shall make arrangements for the Society's Accounts to be properly audited, either by himself or herself, or by some other person approved under University Ordinances.

(4) The Senior Treasurer shall not be liable for any financial debt or other obligation of the Society unless he or she has personally authorised such a debt in writing.

(5) For so long as the Society shall be registered with the Junior Proctor, it shall be the duty of the Executive Committee to ensure that the Society complies with the requirements for Registration as a University Society.

(6) The society's bank account and financial status shall be reported to the CEED foundation and its supervising officer on a regular basis.

7. CHANGES TO THE CONSTITUTION:

The Constitution may be amended by senior members of the society and propose to be approved at a society's general meeting. During the general meeting the President and China Division Director shall both agree the changes and require at least two thirds of current general committee members' approval. After the meeting the changes to the constitution shall be reported and approved by CEED Foundation.

8. DISOLUTION:

(1) The Society may be dissolved at a General Meeting provided that at least Twenty-one days written notice of the intention to dissolve the Society has been given to the members. The dissolution

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of the society shall be under the agreement of both President and China Division Director and at least two thirds of current general committee members' approval.

(2) Any motion for Dissolution of the Society shall provide that assets remaining after all liabilities have been met shall be transferred either to another Registered University Society, or to the Society's Syndicate.

Appendix 1: logbook

Version	Issued by	Approved by	Effective Date
1	Jun Kong	Baojiu Li	April 12, 2010
2	Jun Kong	Baojiu Li	October 01, 2011
3	Jun Kong	Baojiu Li	January 01, 2013