

WKU Stella Astrophysical Club Constitution

Name and Objectives

Name: Stella Astrophysical Club

Objectives: Explore the mystery of the universe and pursue the astronomical dream. Unite the vast number of astronomy enthusiasts to learn more astronomy and physics knowledge in practice, so as to better understand themselves, challenge themselves, and realize themselves; at the same time, publicize and popularize the knowledge of astronomy and physics

Membership

The organization is open to all undergraduate and graduate students at WKU and exchange students from Kean University in the United States. Applicants need to apply for joining the club and can join the club after being interviewed and finally approved by the management.

Officers and Duties

Officers: The organization shall have the following officers: one president, two vice presidents, four ministers, and one or more secretaries.

Duties: The officers shall have the following duties and responsibilities:

President: To call and preside over the meetings of executive bodies, inspect the implementation of the resolutions of the members' Congress and the executive bodies of the associations, sign relevant important documents on behalf of the associations, preside over the daily work of the offices, organize the implementation of the annual work plans, and coordinate the work of all branches, representative offices and entities

Vice presidents: Be responsible for managing member information, recording personnel changes, meeting notice and record, sorting out work, recording and managing the club's financial affairs (including accounts and assets), renting and purchasing professional astronomical instruments of the association, keeping invoices of materials purchased in each activity, verifying accounts, checking bills with the school in time, and reimbursement

Minister of Planning Department: Responsible for the planning of various activities, giving the specific plan in written form, personnel organization and site layout, collection and management of props, site order and safety, equipment leasing and management, progress supervision and feedback of activity preparation, promotion positioning and theme creativity of activity projects

Minister of Public Relations Department: The preparation and typesetting of original articles on wechat platform, the preparation, typesetting, translation and review of publicity manuscripts, press releases, communication releases and reflection drafts, and the production of publicity posters and videos

Minister of External Relations Department: Communicate and contact with all the associations in the school, strive for cooperation, connect the association activities with the application of the school, communicate with the teachers and students in the school, contact with the professional organizations outside the school, organize members to visit or participate in activities organized by relevant organizations outside the school, and develop the cooperation between the association and the school

Minister of Academic and Photography Department: The production and management of the peripheral products of the astronomical society, the recording and arrangement of photos and images, the storage and management of astronomical equipment, and the academic research of astrophysics

Secretaries: Assist the president and vice presidents to complete some simple daily work.

The president is the officers with signatory power over the organization’s account.

Meetings

The highest authority of the organization is the member congress, which is held twice a year. A member's Congress can only be held when two-thirds or more of the members and responsible persons are present, and the final resolution must be approved by the person in charge. The functions and powers of the members' Congress are to formulate and amend the articles of association, to elect and remove the executive organ of the association, to examine the work report and financial report of the executive body of the association, to decide on termination matters, and to decide on other important matters.

Standing Committees

The organization implements the responsibility system of each functional department under the leadership of the president. The president, vice president, and department heads form the Standing Committee (i.e. the management) of the member congress to lead the association to carry out its daily work and be responsible to its members when it is not in session

Elections and Vacancies

The general election is held at the end of the spring semester every year. All members vote to decide the candidates for office workers, and they can become office workers only after being approved by the president. Usually, the president will determine the candidate when the post is vacant.

Removal and Succession of Officers

In case of serious violation of the articles of association and relevant laws and ethics, the member or management shall be removed with the consent of more than half of the participants. Possible delisting behaviors: not paying Club fees, not abiding by association rules, not abiding by laws, not performing obligations

Amendments

If the articles of association need to be amended, they will be jointly proposed by more than 10 members of the organization, and finally handed over to the president. Finally, a member's Congress will be held for deliberation. The amendment can only be made with the consent of more than two-thirds of the participants. It must be publicized in the member congress for one week, and it will come into effect after being approved by the school Youth League Committee

Advisor

Dat-Kwong Lock

University Regulations

Specify that the group shall be in full compliance with all pertinent Wenzhou-Kean University regulations, rules and policies relevant to its activities.