



THE CONSTITUTION OF THE LIBERIAN STUDENT UNION IN CHINA



Adopted: 2006
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Preamble

WHEREIN it has become necessary for Liberian students studying in the People's Republic of China to come together in unison, aware of the benefits of a Union, wishing to help our motherland in a constructive way for the development of our people;

RECOGNIZING the need to provide effective participation among Liberian Students in China; to integrate our common goals and enhance our welfare while pursuing our academic dreams;

SEEKING to act in matters involving our well-being and interests; to help improve and maintain the morale of students; to provide an enabling environment for achievement and success; to bring all Liberian Students together in China under one unifying umbrella; to promote good relations among all students irrespective of social, cultural, sexual, religious, economic, educational, professional and political orientation;

ACKNOWLEDGING the efforts of our founding fathers;
ACKNOWLEDGING other African Students;

AND deeming it necessary to help each other during our stay in China;

DO HEREBY agree, ordain, adopt, proclaim, and publish this Constitution for the establishment of an active and progressive Student Union known as "Liberian Student Union in China", acronym LSUIC which was first drafted in July of 2006, reviewed and approved by the General Conference on July 24, 2016, and pledge to stand united by the principles set forth herein.

Chapter One - The Constitution

Article 1 – Sovereignty of the Constitution

- 1) The supreme power of the **Liberian Student Union in China (LSUIC)** resides in its Members in whose name and for whose welfare the Officers of the Union shall act.
- 2) Subject to the Constitutions of the Republic of Liberia and the People's Republic of China and all laws of the Republics, this Constitution shall be the Supreme Law of Members of the Liberian Student Union in China, and provides binding regulations on all officials and members of LSUIC.
- 3) Any law(s) of member institutions/bodies (Province, Cities, or District) which is/are inconsistent with any provision(s) of this Constitution shall, to the extent of the inconsistency be null and void.
- 4) All Provinces, Municipalities, Autonomous Regions, and Special Administrative Regions shall formulate their constitutions which shall be subject to this constitution.
- 5) All Committees (Standing or Ad hoc), Teams, Commissions established under this constitution shall calve their working rules, regulations, guidelines, and principles to enhance flexibility in their operations; but such laws shall at all times be subject to this constitution.

Article 2 – Execution of the Constitution

- 1) Any member(s), who alleges that any act(s) or omission(s) of any member(s) is (are) inconsistent with a provision(s) of this Constitution, may bring an action(s) to the Judicial Board for a declaration(s) to that effect.
- 2) The Judicial Board shall, for the purpose of a declaration under section (1) of this article, give such direction, as it may consider appropriate for giving effect to the declaration so made.

Chapter Two – Name & Status

Article 3 – Name and Nature

- 1) The name of this organization is and shall be “Liberian Student Union in China” with the acronym LSUIC.
- 2) The Liberian Student Union in China - LSUIC shall be of an apolitical and socio-cultural nature. It shall as far as possible, use dialogue as a means of achieving any end.

Article 4 – Motto and Logo

- 1) The Motto of LSUIC shall be “Excellence through Hard Work”.
- 2) The Logo of LSUIC shall be “Binding of the flags of the Republic of Liberia and The People's Republic of China, which symbolizes a cordial relationship between the two sovereign countries. Beneath the flags is a book and a hand with a pen, which represent the acquiring of knowledge based on the cordial relationship of the two countries”. As described by and in this constitution, this Logo shall be the official emblem of LSUIC.

Article 5 –Headquarters of the Union

- 1) Absolutely, no Chinese city shall be considered as the headquarters of LSUIC; hence, for the purpose of administrative expediency, the resident city of LSUIC's National President shall be deemed as the headquarters of LSUIC during and throughout the legal tenure of his or her office.
- 2) Such city shall cease to be referred to as such immediately on the lawful taking over of the new president, at which time the resident city of the new president shall automatically become the new headquarters.
- 3) Similarly, the Secretariat shall be based in and operated from the resident city of the National Secretary General.
- 4) All other functional administrative and operational offices of LSUIC shall be located, traced, and referred to according to the resident city status of the individual(s) holding those portfolios.

Article 6 – Activities

- 1) The Liberian Student Union in China shall organize activities that shall portray the socio-cultural heritage of the Republic of Liberia.
- 2) The National Independence Day, National Flag Day, National Fast & Prayer Day, National Thanksgiving Day, etc., may be marked by the organization.

Chapter Three – Aims & Objectives

Article 7 – Aims

The aim of the Liberian Student Union in China shall be to seek the academic, social and general welfare of its members.

Article 8 – Objectives

The objectives of the Liberian Student Union in China shall be but not limited to those enumerated in the sections herein:

- 1) To fully recognize, accept, promote, and support all individual and collective values of its members, as indicated in its preamble.
- 2) To provide a forum for the formulation, initiation, innovation, and promulgation of ideas, programs, opinions, plans, and projects, for the well-being and socio-economic advancement of all members.
- 3) To properly and maturely coordinate affairs with the Liberian Embassy in China and the Ministry of Education in Liberia, and abreast the relevant authority of the activities of Liberian Students in China.
- 4) To enhance and foster cordial relationships by promoting an ideal environment for academic growth, cultural exchanges, and friendship with students and professional bodies and any other group from other countries in the spirit of mutual respect, understanding, and cooperation between those students and its members.
- 5) To ensure the efficient and adequate disbursement of quarterly allowances and seek the welfare of all Liberian students in China through constructive engagement with the Liberian Government through the Liberian Embassy in China.

- 6) To mobilize the intellectual resources of members in an effort to contribute positively to the socio-economic development of our motherland, and to collect, keep and utilize all relevant records of members.

Chapter Four - Membership Rights and Obligations

Article 9 – Membership

- 1) Membership shall be automatic for all Liberian students studying in China. To gain full membership status within the Union, all students should fill out a form provided by the membership committee. Upon admission into full membership status, all full members shall become subject to the rules and regulations governing the Union and may enjoy all benefits, rights and privileges appertaining thereto.
- 2) LSUIC membership shall not discriminate on the basis of gender, creed, religious affiliation, ethnicity, political leanings, or sexual orientation.
- 3) Members who have completed their studies shall be considered Veterans, while those who dropped out shall be considered Affiliate Members. Veterans shall be granted honorary membership rights, but not voting rights and shall not be voted for.
- 4) Students studying in China who have not filled in the Union's membership form shall be considered Associate Members of the Union. Associate Members shall have membership rights, but not voting rights and shall not be voted for.
- 5) Upon arrival in China, students who desire membership with LSUIC shall fill in a membership form with the following information to the membership committee: FULL NAME, SEX, DATE OF BIRTH, PHONE NUMBER, PASSPORT NUMBER, COUNTY OF ORIGIN, EMAIL ADDRESS, MAJOR, STATUS, (e.g. Diploma, undergraduate, graduate or postgraduate), UNIVERSITY, PROVINCE, CITY, PROGRAM SUPPORT, FULL DATE OF ARRIVAL IN CHINA, YEAR OF COMPLETION OF STUDIES, EMERGENCY CONTACT IN LIBERIA, A PASSPORT SIZE PHOTO OF THE APPLICANT AND A COPY OF THE STUDENT'S ADMISSION LETTER to form part of the official records of the Union.
- 6) A Liberian national who is pursuing program of study in other Asian countries who intends to become an associate member of LSUIC shall address a letter to the National Executive Committee seeking membership. The NEC shall decide whether or not to grant membership. If the NEC decides to grant membership, the NEC shall determine the membership rights and obligations of the associate member.
- 7) Any member who has fully paid his/her local and national dues and takes active part in the activities of LSUIC shall be a **member in good standing**.

Article 9a – Membership Dues

All officials and members of LSUIC shall pay monthly dues, an amount to be reviewed and determined on a periodic or annual basis, which shall be the primary source of income of the organization.

- 1) All officers elected at the General conference shall on oath of office and throughout their tenure of office pay a monthly due of 30.00 RMB to the Union.

- 2) All Provincial Coordinators shall pay 25RMB, City/District Executive Members and heads of Standing Committees shall pay 20.00 RMB as monthly due to the Union.
- 3) All bilateral student shall pay 20RMB monthly as due to the Union; CSC and MOFCOM sponsored students shall pay 15.00 RMB as dues; non-bilateral members to include self-sponsored and partial scholarship students shall pay 10.00 RMB as monthly due.
- 4) A bilateral student with delinquency in due payment shall have his/her due deducted from his/her quarterly allowance before such student receive his/her allowance. The disbursing officer shall thus deduct such due consistent with the financial record.
- 5) Upon coming into force of this constitution, due owed the union shall be forwarded to the next academic year as an arrear due to the Union. All delinquent members shall be required to pay their full arrear and current due to be considered **a member in good standing**.

Article 9b - Membership Rights and Obligations

The rights and obligations of members include the following:

- 1) Members of the Union shall adhere to and live by this constitution and its program.
- 2) Full members shall have the right to elect and be elected to different positions of the Union in accordance with the various requirements and criteria set up by this constitution and the Independent Elections Commission.
- 3) Members shall have the right to attend meetings of the Union and contribute to the deliberations of such a meeting.
- 4) Members shall benefit from the works and moral support of the Union as the situation might dictate.
- 5) The rights of members shall not be violated in any way as long as they adhere to the tenets of this constitution.
- 6) All members should work and act towards the promotion of the success of the Union. In this regard, they should:
 - a) Actively militate and put all their forces in the service of the Union;
 - b) Live an exemplary life worthy of emulation anywhere and at all times;
 - c) Pay their dues (both Local and National) regularly and on time;
 - d) Respect and obey the Constitution of the Union and that of Provinces;
 - e) Defend the moral interest and Liberian dignity.
- 7) Students who complete their initial study programs shall submit to the Secretariat of the Union all of the necessary information needed to have his/her membership updated. No student shall be allowed to fill up membership twice. Likewise, if there is a change in any of the information submitted during the filling of the Union's membership form, students are under obligation to provide those necessary changes to the Secretariat of the Union.
- 8) Any member found guilty of embezzlement or misapplication of Union's funds shall restitute the sum involved, and be reprimanded by the General Conference.

Article 9c – General Discipline

All officials and members of LSUIC shall:

- a) Be disciplined to observe, recognize, respect, and uphold this constitution as the highest governing instrument of LSUIC.
- b) Be given due diligence in matters of alleged offense or violation, be it against an individual(s) or LSUIC.
- c) Be investigated by the Grievance and Ethics Committee at the Provincial level or the Judicial Board before any decision is taken against the member;
- d) Offenders guilty on the investigation must respect the findings and recommendations of the Grievance and Ethics Committee or the Judicial Board;
- e) Depending on the gravity of the offense, penalties for guilty member(s) shall range from open apology, written apology, payments of fines, verbal or written warnings, definite or indefinite suspension from membership as may be deemed by and in the wisdom of the Grievance and Ethics Committee or the Judicial Board;
- f) No member of LSUIC shall be punished twice for the same offense committed.
- g) Have impeachment as the highest penalty for elected official guilty of grave violations.
- h) Impeachment of LSUIC Officials guilty of constitutional violation after due process shall be held at Assembly or the General Conference. During all impeachment cases, the Council of Coordinators shall be the trial of facts. When a Member of the Judicial Board is to be impeached, The Senior Coordinator shall preside or in his or her absence his/her principal deputy; when a Member of the NEC or the Council of Coordinator is to be impeached, the Senior Adjudicator shall preside or in his or her absence his/her principal deputy; an officer shall only be impeached by 2/3 majority vote cast by the total membership of the Council of Coordinator to effect the removal of an official from office.
- i) Executive officials once impeached shall not be allowed to hold any or serve any other position, be it elected, appointed, or even at the city or district level.
- j) Misuse of the WeChat platform and other LSUIC Media outlets shall warrant verbal or written warnings, imposition of fines, definite or indefinite suspension, restraints, or block out from the group, as may be determined by the National Secretary General, on the advice of the National President where applicable.
- k) Officials and members owing six (6) to ten (10) months of dues shall be restrained from active participation in matters of decision making, including the casting of votes, until such arias are fully settled.

Article 9d – General Meetings & Conferences

LSUIC shall recognize and conduct official business through meetings, programs, and conferences at various levels:

- 1) General meeting with all members of LSUIC shall be held quarterly as shall be decided by the National Executive Committee (NEC).
- 2) There shall be a General Conference to be held every year. The Conference shall convene between the 13th and the 26th of July and shall last for at least three (3) days, including the arrival and departure days, but shall not exceed five (5) days.

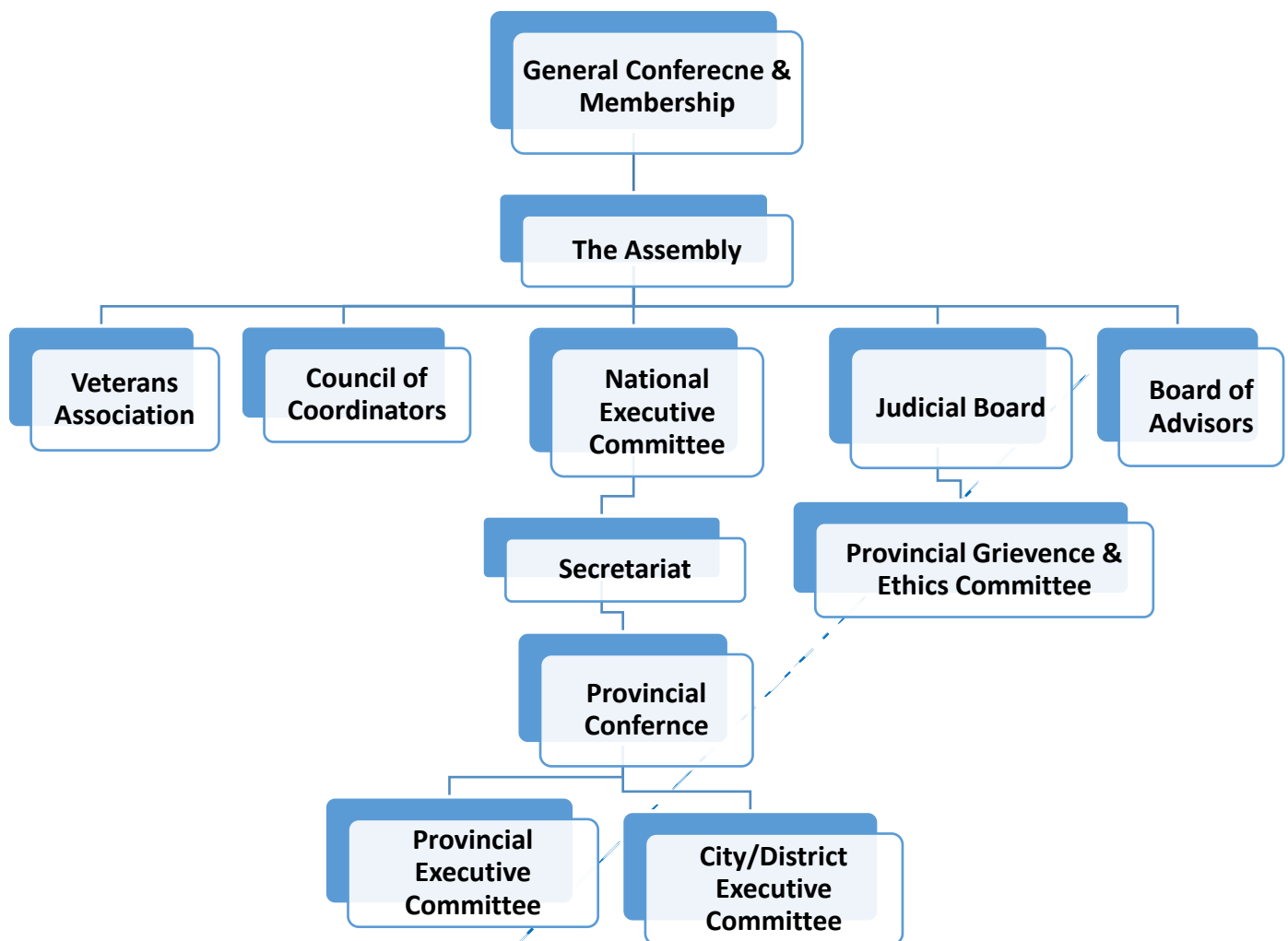
- 3) At every meeting, conference, or program, there shall be an official agenda and itinerary for the order of business at its formal opening, and shall formally adjourn after official business. Official business shall be conducted in formal orders and by formal discussion to be recorded by the Secretariat in keeping with the format outline in this constitution.
- 4) At every meeting, conference, or program, there shall be discussions held, presentations, reporting, review and approval of reports and plans, elections and induction of new corps of officials, adoption of resolutions, and adjournment where applicable.
- 5) At every General Conference, the venue or alternative venue for the hosting of the next General Conference shall be decided through a competitive bidding process by all Provinces present and voting at the conference.

Chapter Five – Structure & Organization

Article 10 – Composition

- 1) The General Structure of the Liberian Student Union in China shall consist of the following organs:
 - a) The General Conference & Membership
 - b) LSUIC Assembly
 - c) National Executive Committee
 - d) Council of Coordinators
 - e) Judicial Board
 - f) National Committees, Commissions, and Boards
 - g) Provincial Conferences
 - h) Provincial Executive Committees
 - i) Provincial Committees, and Commissions
 - j) Cities/ Districts Executive Committees
 - k) Board of Advisors
 - l) Veteran Association

2) Organism of the Union



3) The Liberian Student Union in China shall consist of the following organs at the National level:

- a) The General Conference & Membership
- b) LSUIC Assembly
- c) National Executive Committee
- d) Council of Coordinators
- e) Judicial Board
- f) National Committees, Commissions, and Boards
- g) Board of Advisors
- h) Veteran Association

4) The Liberian Student Union in China shall consist of the following organs at the Provincials, Municipalities, Autonomous Regions, and Special Administrative Regions:

- a) Provincial Conferences
- b) Provincial Executive Committees
- c) Provincial Committees, and Commissions
- d) Cities/ Districts Executive Committees

Article 11 – General Conference

The General Membership of LSUIC, when converged, assembled, convened, or gathered for official business shall be referred to as the General Conference, and shall:

- 1) Be the highest decision making body of the Union, and most powerful gathering of LSUIC.
- 2) The General Conference shall Comprise of the entire membership of the Liberian Student Union in China (LSUIC), irrespective of status (Diploma, undergraduate, graduate, and post graduate) which shall be made of:
 - a) The National Executive Committee
 - b) The Council of Coordinators
 - c) The Judicial Board
 - d) National Committees and Commissions
 - e) Provincial Executive Committees and Commissions
 - f) Cities and Districts Executive Committees
 - g) Aspirants to National Office who are not members of the above bodies and Members of the Union qualified by the Secretariat to attend the Conference
 - h) Any other person(s) invited by the National Executive Committee.
- 3) On the basis of expediency and experience, quorum shall be constituted by the number of registered students from each province attending the General Conference and any decision(s) reached shall be binding on all member institutions.
- 4) Decisions shall be by simple majority, unless otherwise provided for by this Constitution.
- 5) The General Conference shall concern itself with:
 - a. General policy of the Liberian Student Union in China;
 - b. Issues referred to it by Member Institutions, the Council of Coordinators, the National Executive Committee , and/or any other Organ(s) of LSUIC;
 - c. Hold National Executive Committee elections and impeach officers of the Union to include Judicial Board officers;
 - d. May amend or review and adopt a new constitution;
 - e. Approve or disapprove reports and statements presented by the National Executive Committees and all other committees and commissions.
- 6) Issues to be discussed at General Conference must be approved by the National Executive Committee and be communicated in writing to Provincial Executives at least four (4) weeks before the General Conference.
- 7) Provincial Executives shall ensure that Conference fees for all delegates and observers payable to the NEC are paid at least three (3) weeks before the General Conference.
- 8) The National Executive Committee shall called the General Conference to order and the Senior Coordinator shall preside or in his or her absence, the Deputy Senior Coordinator or in his her absence, the National President.
- 9) There shall be a conference committee set up at least three (3) months to the General Conference. The Conference committee shall be responsible for all activities and transactions carried out during the conference followed by a

comprehensive report to the National Executive Committee according to the program committee working document after the closing of the conference.

- 10) Members who have completed studies, graduated, and awaiting departure up to the expiration of their official academic residence visa shall have all rights to participate in all LSUIC activities, with the exception of contesting for an elected post.
- 11) All elected officers of the Union (National, Provincial, City/District) shall be inducted at the General Conference or Assembly where applicable.
- 12) Notwithstanding all the provisions above, **ONLY members in good standing** with the Union shall participate in the Union's activities.

Article 12- LSUIC Assembly

- 1) Notwithstanding Article 11 above, the Union shall convene anytime in extraordinary session to reach decision on behalf of the Union. Whenever the Union meets before Conference, the sitting shall be called LSUIC Assembly or "the Assembly". LSUIC Assembly shall be called to order by the National Executive Committee with the consent of the Council of Coordinators when there is a need to do so. The Council of Coordinator may approve or reject the holding of an Assembly.
- 2) Quorum shall be at least fifty percent (50%) of the Assembly total membership or in the absence of a 50% representation, those attending the Assembly shall constitute a quorum and any decision(s) reached shall be binding on all member institutions.
- 3) Decisions shall be by simple majority, unless otherwise provided for by this Constitution.
- 4) The Assembly shall concern itself with:
 - a. General policy of the Liberian Student Union in China;
 - b. Issues referred to it by Member Institutions, The Council of Coordinators, the National Executive Committee, and/or any other Organ(s) of LSUIC;
 - c. Hold National Executive Committee elections and impeach officers of the Union to include Judicial Board officers;
 - d. May amend or review and adopt a new constitution;
 - e. Approve or disapprove reports and statements presented by the National Executive Committees and all other committees and commissions.
- 5) Issues to be discussed at Assembly must be approved by the National Executive Committee and be communicated in writing to Provincial Executive Committees at least one (1) weeks before the Assembly.
- 6) The National Executive Committee shall called the Assembly to order and the Senior Coordinator shall preside or in his or her absence, the Deputy Senior Coordinator, or in his or her absence, the National President.
- 7) Notwithstanding all the provisions above, **ONLY members in good standing** with the Union shall participate in the Union's activities.

Article 12a- Organization of LSUIC Assembly

- 1) The composition of officers qualified to attend Assembly of LSUIC shall include:
 - a) The National Executive Committee
 - b) The Council of Coordinators
 - c) The Judicial Board
 - d) National Committees and Commissions
 - e) Provincial Executive Committees
 - f) Cities and Districts Executive Committees
 - g) Aspirants to National Office who are not members of the above bodies
 - h) Members of the various Cities/ District. Membership representation shall be done on a propositional basis. There shall be one delegate for every five members to a City/District Chapter to represent the City/District at the Assembly. All City/District delegates shall be qualified by the Secretariat to attend the Assembly.
 - i) Any other person(s) invited by the National Executive Committee.

Chapter Six – Officers of the Union

Article 13 – National Executive Committee (NEC)

- 1) There shall be National Executive Officers, hereinafter called the Officers who shall form the National Executive Committee (NEC) which shall consist of the following Officers:
 - a) The National President
 - b) The National Vice President
 - c) The National Secretary General
 - d) The National Deputy Secretary General
 - e) The National Financial Secretary
 - f) The National Treasurer
 - g) The National Chaplain General.
- 2) The Officers shall represent all members of the Liberian Student Union in China.
- 3) The National Officers shall be elected at the General Conference or at Assembly.
- 4) The quorum for NEC meetings shall be half of its membership to include the National President.
- 5) The NEC shall be responsible for the organization of all official meetings, activities and functions for the promotion of the aim and objectives of Liberian Student Union in China at all levels of the Union.
- 6) Notwithstanding any provision in this Constitution, the NEC shall in times of emergency assume emergency powers appropriately to contain the emergency situation, and shall convene an extra-ordinary meeting within seven (7) days after exercising such emergency powers, to justify to the Council of Coordinator the use of such emergency powers.
- 7) The NEC shall submit a statement of the Union's finances to the Audit Committee for the purposes of audit at least one week before Assembly or the General Conference.

Article 14 – Duties of Officers of the NEC

1) National President:

- a) Be the head, representative, and chief spokesperson of LSUIC at all times, and shall speak cautiously with the advice and consent of the National Executive Committee, unless otherwise delegated by him/her.
- b) Be the Presiding Officer over all (executive and general) meetings of LSUIC, all Provincial Conferences of the Union and signature all official documents, including the Bank Account.
- c) In the absence of the National President, the National Vice President shall act as the National President who shall preside over the bodies mentioned in article 13 (1) above.
- d) Directly or indirectly through the Secretariat informs the general membership about all decisions reached by the National Executive Committee.
- e) Establish National Standing and Ad hoc Committees, teams, and commissions to execute specific functions in consultation with the National Executive Committee, and fill in vacant position(s) not contested during elections with the consent of the Council of Coordinators.
- f) Call all meetings of the Union; executive meetings shall be called at least once a month, or as frequent as may be deemed expedient based on the trend of events.
- g) Cast a deciding or privileged vote in the event of a vote tie on matters of serious magnitude at and during National Executive sessions or Provincial Conferences.
- h) Seek the general welfare of all members through the Liberian Embassy in China, the Ministry of Education in Liberia, and elsewhere when needed.
- i) Seek to intervene in matters of interest involving individual member(s) where applicable.
- j) Solicit funding from the GoL through the Embassy in China, the MoE in Liberia, the business community, and other available sources of moral and legal reflection, for the purpose of financing the General Conference and other regular programs of LSUIC.
- k) Be decisive in dealing with vices that tend to undermine the sanity, peace, and tranquility of LSUIC at all times.
- l) He or She shall approve all expenditure of LSUIC.
- m) He or She shall represent Liberian students in China at the national level where such representation is required.
- n) The President may delegate or assign functions to other Executive members at the National and Provincial levels from time to time.

2) The National Vice President:

- a) The National Vice President position shall be jointly contested for with the National President or separately be contested for as any other National Executive position.
- b) He or She shall assist the President in the execution of his/her duties.

- c) He or She shall perform the duties and functions of the President under this constitution in the case of official absence, impeachment, or incapacitation of the President, with the same power given to the President.
- d) He or She shall perform any additional duties, consistent with provisions of this constitution assigned to him/her from time to time by Assembly, General Conference, or the National President of LSUIC.
- e) He or She shall be the President of the Council of Coordinators and shall presides over its deliberation with no voting rights unless in a tie vote, the National Vice President shall break the tie.
- f) He or She shall supervise all special projects of the National Executive Committee.
- g) He or She shall facilitate all issues relating to students' passport, and other related documents.
- h) Notwithstanding section g supra, the National Vice President shall **not** receive any compensation in relation to any service perform above.

3) The National Secretary General:

- a) The National Secretary General shall be the Head of the Union's Secretariat.
- b) The National Secretary General shall convene and take minutes at General Conference, Assembly, General, Executive, and all other official meetings, activities, or functions of LSUIC. He or She shall make all minutes available to NEC members and member chapters at least two (2) weeks before the next meeting(s) where applicable.
- c) He or She shall take custody of all documents and records of LSUIC, except those relating to finance, and shall properly index them for transfer to the in-coming NEC.
- d) He or She shall act as a liaison between the National Executive Committee and City/District Executives of the Union.
- e) He or She shall be a member of all Province/City/District WeChat groups or any medium by which information is share to the general student populace in their respective Province/City/District; however, the National Secretary General shall not be a member of Province/City/District's Executive Chatroom.
- f) He or She shall coordinate correspondences, promotions, pronouncements, and proclamations, as well as communication and publicity of the Union on the orders or with the advice and consent of the National President.
- g) He or She shall keep track of the daily trend of events of LSUIC and other current events of interest to LSUIC in Liberia and other parts of the world.
- h) He or She shall be the Administrator of LSUIC WeChat Platform, the official email account of the Union, website, and other media outlets of LSUIC.

- i) He or She shall formulate and publish guidelines or ground rules to ensure a responsible use of the WeChat Platform and other platforms of LSUIC in a moral, responsible, and mature manner with approval from the National President.
- j) He or She shall regulate the daily use of the Union's media outlets and hold all members accountable for the use or misuse by the posts emanating from them at all times.
- k) He or She shall have the power to add to, confirm, or delete from said platform contacts of individuals based on the rules.
- l) He or She shall provide or confirm information to the Web Manager for publication on the official LSUIC's website and other related sites.
- m) He or She shall be a signatory to the Union's account.
- n) He or She shall prepare a comprehensive summary report and submit to National Executive Committee at least twenty (20) days prior to the General Conference for presentation to the General Conference by the National President.
- o) He or She shall make quarterly report about the functioning of all Chapters to the National President.
- p) He or She shall perform any additional duties assigned to him/her by the Assembly, General Conference, the NEC, and/or the National President, provided it is consistent with the provisions of this Constitution.

4) National Deputy Secretary General:

- a) The National Deputy Secretary General shall be the immediate Deputy Head of the Union's Secretariat.
- b) He or She shall assist the National Secretary General in the effective running of the day to day affairs of LSUIC.
- c) He or She shall perform other duties as may be delegated to him or her by the National Secretary General, the National President, or the National Executive Committee.
- d) He or She shall assume the role, duties, and responsibilities of the National Secretary General in his or her absence or inability to serve.

5) National Financial Secretary:

- a) The National Financial Secretary shall be the head of the Union's financial team, and have full knowledge of the existing account(s) of all Treasurers of the Union.
- b) He or She shall keep accurate records of all financial transactions, indicating income and expenditure notes and vouchers.
- c) He or She shall provide periodic financial updates to the National Executive Committee preferably on a quarterly basis or as maybe required.
- d) He or She shall follow up on the collection of all dues, donations, pledges, and other forms of financial remittances to LSUIC, including bilateral scholarship disbursements to the beneficiaries across China.
- e) Provide a summary quarterly report to the entire membership of LSUIC on the mandate of the National Executive Committee or as may be required.

- f) Coordinate all financial policies of the Union and prepare a comprehensive report at least twenty (20) days prior to the General Conference and submit to the National Executive Committee for submission to the General Conference by the President.
- g) Assist the President and the National Executive Committee to read, present, and explain the technical financial details where applicable.
- h) He or She shall present a budget proposal to the first National Executive Committee meeting and a financial statement at all General and Executive meetings.
- i) He or She shall submit to audit whenever called upon based on expediency.
- j) He or She shall perform any additional duties assigned to him/her by the Assembly, General Conference, the NEC, and/or the National President, provided it is consistent with the provisions of this Constitution.

6) National Treasurer:

- a) The National Treasurer shall be a signatory to LSUIC's account.
- b) He or She shall receive, record, possess, deposit, and withdraw all finances of the Union.
- c) He or She shall establish physical and electronic financial control over all finances of the Union, with the help of the Financial Team.
- d) He or She shall process all financial receipts, invoices, and vouchers as may be raised by the National Financial Secretary with advice and consent of the National President.
- e) He or She shall assist the National Financial Secretary and the National Executive Committee in the preparation and submission of all financial reports on schedule or as may be required.
- f) He or She shall submit to audit operations whenever requested.
- g) He or She shall be a member of the financial team and execute duties in accordance to the financial policy.
- h) Shall be responsible to open a bank account for the Union's Finances.
- i) He or She shall perform any additional duties assigned to him/her by the Assembly, General Conference, the NEC, and/or the National President, provided it is consistent with the provisions of this Constitution.

7) National Chaplain General:

- a) The National Chaplain General shall be the Spiritual Advisor of the organization.
- b) He or She shall offer opening and closing prayers at all meetings and official functions of the Union.
- c) He or She shall designate people to pray as he or she may be led even when present at a function.
- d) He or She shall at all times pray for the peaceful, spiritual, and academic success and well-being of the Union and its members.

- e) He or She shall collaborate and pray with various City/Districts Chaplains on matters of spiritual interest to LSUIC.
- f) He or She shall grant individual and or collective prayer requests from members in need of prayers.
- g) He or She shall encourage LSUIC members to pray for the peace of our home and host countries (Liberia and China) at all times.
- h) He or She shall encourage LSUIC members to observe national spiritual holidays and programs of Liberia such as National Fast and Prayer Day, and National Thanksgiving Day, etc.
- i) He or She shall perform any additional duties assigned to him/her by the Assembly, General Conference, the NEC, and/or the National President, provided it is consistent with the provisions of this Constitution.

Article 14a – NEC Sessions

The National Executive Committee of LSUIC shall:

- a) Be the highest Standing Committee of the Union.
- b) Comprise of all National elected officials and heads of all National Standing and Ad hoc committees, Teams, and Commissions created under this constitution.
- c) Run the day to day affairs of LSUIC.
- d) Approve all plans and proposals of other committees for their appropriate functions within a specified timeframe.
- e) Make appointments and dismissals through the National President where applicable.
- f) Receive reports of all other committees and City/District Executive Committees through the Secretariat.
- g) Provide regular updates to the general membership of LSUIC as frequent as may be required and deemed necessary.
- h) Report to the General membership at Assembly or the General Conference through the National President.
- i) Meet once a month or as may be required based on the trending issues of the times; and derive at decisions by and through consensus or majority votes.
- j) Shall regularly update members through the City/District Executive Committees and the National Secretary General or his or her designate on a frequent basis; either monthly, quarterly, or as per the trending issues.

Article 14b – LSUIC's Secretariat

The Secretariat in consultation with the National Executive Committee shall run the daily operations of the Union. All City/District Secretaries shall be members of the Secretariat. City/District Secretaries shall perform duties assigned to them by the National Secretary General.

Article 15 – Council of Coordinators (CoC)

For the purpose of adequate, effective, and inclusive participatory representation, effective coordination, and independently balanced Provincial reflection, the Provincial Coordinators shall have a Council comprising of all coordinators, and shall elect three officials at their first sitting, namely Senior Coordinator, Deputy Senior Coordinator, and Coordinating Secretary.

Article 15a – Duties of the Council of Coordinators

- 1) Consult their membership in each City/District within their Provinces to adopt resolutions on matters of importance to the Union which shall reflect the popular will of the membership of LSUIC in their respective Province.
- 2) Approved the Annual budget of the Union.
- 3) Recommend policies to the National Executive Committee to be approved by the National Executive Committee in the absence of the Assembly or General Conference; in the event that policies are recommended during Assembly session or the General Conference, such policies shall be adopted by the Assembly or the General Conference.
- 4) Approve or reject nominees nominated by the President to serve various positions in LSUIC where applicable under this constitution.
- 5) The Council shall approve or disapprove policies recommended by the NEC. Policies recommended by the NEC shall be modified by the Council where necessary. All policies approved by the Council shall be forwarded to the National President for final approval. In the event the National President refuses to affix his or her signature to the approval emanating from the Council, the National President shall inform the Council of his or her reasons. When policies are approved by the National President, it shall have binding effect on the entire membership of LSUIC.
- 6) In the absence of the National Vice President, the Senior Coordinator shall preside over the Council's meetings and deliberation; in the absence of the Senior Coordinator, the Deputy Senior Coordinator shall preside. In the absence of the Deputy Senior Coordinator, the Coordinating Secretary shall preside and in his or her absence, the most senior official shall preside as shall be determine by the Council.
- 7) The Council shall meet once every month to discuss issues pertinent to the Union. However, the Council and the NEC shall not meet on the same day. The Council shall always meet before the NEC on a monthly basis.
- 8) A member of the Council shall cease to be a member of that body if he or she is no longer a Coordinator in his or her province. Only serving Coordinators shall be a member of the Council.

Article 16 – Judicial Board

The Judicial Board shall exercise judicial power and authority in LSUIC:

- 1) The Judicial Board shall be an Independent body of LSUIC; shall consist of five (5) members appointed by the National President with the consent of the Council of Coordinator from the membership of the Union who are neither chapter nor national officers.
- 2) Upon adopting this constitution, 5 members shall be appointed to serve on the Judicial Board in the following orders:
 - a) Senior Adjudicator
 - b) Associate Adjudicator
 - c) Assistant Adjudicator
 - d) Adjudicator 1
 - e) Adjudicator 2
- 3) Notwithstanding section 2 above, the Senior Adjudicator, Associate Adjudicator, and Assistant Adjudicator shall be appointed for 2 years and shall be eligible for re-appointment. Adjudicators 1 and 2 shall be appointed for 1 year. Subsequently thereafter, all Adjudicators shall be appointed to serve for 2 years.
- 4) No one shall be qualified to be a Member of the Judicial Board if he/she has not spent one academic year studying in a recognized institution in China.
- 5) The Judicial Board shall set up a three (3) member National Executive Committee comprising of an Acting National President, Vice President, and Secretary General in the case of resignation of the NEC, to perform the duties of the NEC until such time that by-elections are held in accordance with the provision of this Constitution to occupy the vacant NEC positions.
- 6) The quorum for all the Judicial Board sitting shall be three (3) who shall sit and determine any case brought before it; however, the full membership of the Board will constitute a quorum if a matter before the Board concerns elections matter.
- 7) Any member may bring an action before the Judicial Board for a declaration or an order to the effect where any document, act, or omission of any person is inconsistent with or in contravention of a provision of this Constitution.
- 8) All cases brought before the Judicial Board shall be in writing, addressed to the Senior Adjudicator of the Board and such case(s) should be dealt with within Seventy-two (72) hours or in a reasonable period depending on the situation.
- 9) A member of the Judicial Board shall not be liable for any action or suit for a commission or omission by him/her in the exercise of judicial functions.
- 10) In the exercise of its functions the Judicial Board shall be subject to this constitution only and shall not be subject to the control and direction of any person or authority.
- 11) All students shall accord the Judicial Board such assistance as it may reasonably require protecting its independence, dignity and effectiveness.
- 12) The Judicial Board shall have original jurisdiction in:
 - a. All matters relating to the interpretation and enforcement of this constitution;
 - b. All matters arising as to whether a resolution was made or, authority has acted in excess of the powers conferred on it by this constitution or any other provision made thereunder;

- c. All matters relating to elections under this constitution;
 - d. Any dispute amongst Province or Cities within different Provinces.
- 13) The Judicial Board shall:
- a. Have power to give advisory opinions to the National Executive Committee, the Council of Coordinator or any other committees on any legal issues on request;
 - b. Ensure that this constitution is made accessible to all LSUIC members at any time.
- 14) The decision of the Judicial Board shall be binding on all individual members and bodies of LSUIC.
- 15) The Judicial Board shall communicate its declaration or order thereafter to the NEC, a copy of which shall be served on the member who brought the action before the Committee.
- 16) Any member to whom a declaration or order is addressed by the Judicial Board shall duly obey and carry out the terms of the declaration or order.
- 17) The Judicial Board shall be bound to give written reason(s) for its decisions and copied to all parties involved.
- 18) The Judicial Committee shall perform any other responsibilities as may be determined by the Assembly or General Conference.
- 19) In all its deliberations the Board shall adhere to the principles of equality, fairness and justice.

Article 17 – Board of Advisors

- 1) There shall be a Board of Advisors comprising of eight (8) persons namely:
 - a) A Representative from the Ministry of Education in Liberia
 - b) A Representative from the Ministry of Foreign Affairs in Liberia
 - c) A Representative from the Liberian Embassy in China
 - d) A Representative from Liberia and China Trained Scholars (LACTS)
 - e) A Representative from the Liberian Business Community in China
 - f) A former President of the Liberian Student Union in China
 - g) A Prominent Liberian residing in China
 - h) The National President of LSUIC
- 2) The Representative from the Ministry of Education shall be the Head of the Scholarship Division at the Ministry or any designate from the Ministry.
- 3) The Representative from the Ministry of Foreign Affairs shall be the Deputy/Assistant Minister for Afro-Asian Affairs at the Ministry or any designate from the Ministry.
- 4) The Representative from the Liberian Embassy in China shall be the Ambassador or the Attaché on Students Affairs at the Embassy or any designate from the Embassy.
- 5) The Representative from LACTS shall be the President of the association or any designate from the association.
- 6) The Representative from the Liberian Business Community in China shall be appointed by the Liberian Business Community.
- 7) The National President shall appoint one advisor from among the list of past presidents of the Union to serve as an advisor for a year.

- 8) The National President shall appoint one prominent Liberian residing in China to serve as Advisor for a year.
- 9) All Advisors appointed by the National President shall be approved or rejected by the Council of Coordinators.

Article 17a – Duties of the Board of Advisors

- 1) The Board of Advisors shall be chaired by the representative of the Liberian Embassy in China and Co-chair by the representative from the Ministry of Education. The National President of LSUIC shall be the Secretary to the Board with no voting right.
- 2) The Board shall advise the National Executive Committee and all members on matters of interest to the sanity, peace, and tranquility of LSUIC.
- 3) The Board shall advance recommendations to the National President and the National Executive Committee for action where applicable.
- 4) The Board shall aid the Union in raising funding for the Union to carry out its functions, programs, and activities.
- 5) The Board shall at all times aid in resolving issues pertinent to the survivability of the Union.

Article 18 – Veteran Association

Members of LSUIC who are no longer in enrollment in China upon completion of studies shall herein be referred to as veterans and shall have the right to organize themselves into an association under their own council of leaders, and by their own laws, for the purpose of fostering camaraderie and better acquaintances, and providing technical support and assistance to its members in a professional world, and to LSUIC by extension shall:

- a) Allow veterans who may return to China for terminal or other professional studies be readmitted into full LSUIC membership;
- b) Allow veterans residing in China for reasons such as job; other than academic or professional study to be honorary members with access to some given rights and privileges but not to vote or be voted for in any of LSUIC elections.

Chapter Seven – Provincial / City/District Organization

Article 19- Provincial Conference

There shall be a Provincial Conference which shall be the highest decision making organ of the Liberian Student Union in China at the Provincial level

- 1) The Provincial Conference shall comprise of:
 - a) The Provincial Executive Committee;
 - b) Provincial Committees, Teams, and Commissions;
 - c) City/District Executive Committees;
 - d) Aspirants to the Provincial Office of Provincial Coordinator who are not members of the above bodies, and Members of the Union qualified by the Secretariat to attend Provincial Conferences as delegates;
 - e) Any other person(s) invited by the Provincial Executive Committee.

- 2) Quorum shall be at least fifty percent (50%) representation of Chapters registered to attend the Provincial Conference, and any decisions taken shall be binding on all member institutions of the Province.
- 3) Decisions shall be by simple majority, unless otherwise provided for by this Constitution.
- 4) The Provincial Conference shall concern itself with:
 - a) General policy of Liberian Student Union in China at the Provincial Level;
 - b) Issues referred to it by Member Institutions, the National Executive Committee, and/or any other Organ(s) of LSUIC;
 - c) Hold Election for the office of Provincial Coordinator or impeachment of Provincial officers;
 - d) Approve or disapprove of reports and statements presented by the Provincial Executive Committees and all other Committees and Commissions.
- 5) Issues to be discussed at Provincial Conference must be approved by the Provincial Executive Committee and be communicated in writing to National Executive Committee at least two (2) weeks before the Conference.
- 6) The Provincial Executive Committee shall host the Provincial Conference with the National President presiding or in his or her absence, his designate.
- 7) There shall be a Provincial Conference Committee set up at least two (2) months to the Provincial Conference. And said committee shall be responsible for all activities and transactions carried out during the conference followed by a comprehensive report to the National Executive Committee according to the program committee working document after the closing of the conference.
- 8) Notwithstanding all the provisions above, **ONLY members in good standing** with the Union shall participate in the Provincial Union's activities.

Article 20 – Provincial Coordinators

- 1) There shall be a Provincial Coordinator hereafter to be referred to as the “Coordinator” in each province, municipality, autonomous region or administrative region in the People's Republic of China where Liberian students are studying.
- 2) Coordinators shall be elected at provincial conferences by all members in good standing with the Union in the province, municipality, autonomous region, or administrative region.
- 3) All Coordinators elected or appointed shall by virtue of their services to their provinces be members of the Council of Coordinators with all the rights and privileges thereto.
- 4) In the event that a province failed to elect a Coordinator, the National President shall be authorized under this Constitution to appoint a Coordinator. Coordinators appointed by the National President shall not be subject to the Council's consent.
- 5) Coordinators wishing to contest any position within LSUIC shall upon ascending to his or her new position, resign his or her post as Coordinator for his or her province.

Article 21 – Duties of Provincial Coordinators

- a) The Coordinator shall be the Chairman of the Provincial Executive Committee with no voting right unless in a situation where there is a tie vote.
- b) The Coordinator shall in consultation with Cities/Districts Executive Committees be responsible for the affairs of the Union in the Various Provinces.
- c) The Coordinator shall submit a quarterly report to the Council of Coordinators about happenings in his or her province as it relates to the Union. The report shall cover all chapters in the province to include the financial position of the Union at the chapters' level.
- d) A Coordinator shall be the official head, representative, and spokesperson of the Union at the Provincial level.
- e) Shall liaise with Cities/Districts Executive Committees in his or her Province to ensure that the necessary arrangements to receive and welcome new students are made.
- f) A Coordinator shall liaise with the National Secretary General, Cities and Districts Executive Committees in his or her province to arrange transportation services for new students from the airports/train stations to their respective campuses or lucidly provide direction.
- g) The Coordinator shall ensure that each city or district organizes at least two (2) programs that will project the Union and the Republic of Liberia in the respective cities or districts.
- h) The Coordinator shall perform other tasks assigned to him or her by the Council of Coordinators, the Assembly and the General Conference.

Article 21a – Provincial Executive Committee (PEC)

- 1) The Provincial Executive Committee of LSUIC shall:
 - a) Be the highest Standing Committee at the Province level;
 - b) The Officers shall represent all members of the Liberians Student Union in China at their respective provinces;
 - c) The quorum for PEC meetings shall be by simple majority of its memberships including the Coordinator to conduct official business.
- 2) Membership of the Provincial Executive Committee shall comprise of:-
 - a) The Provincial Coordinator who shall be the chair or presiding officer of the PEC;
 - b) The President and Secretary of each City or District in a province;
 - c) Heads of Provincial Standing / Ad hoc Committees, Teams and Commissions.

Article 21b- Duties of Provincial Executive Committee

- a) Run the day to day affairs of LSUIC at the Provincial level.
- b) The PEC shall be responsible for the organization of all official meetings, activities and functions for the promotion of the aim and objectives of Liberian Student Union in China at the provincial level.
- c) The PEC shall submit a statement of the Union's finances to the Audit Committee for the purposes of audit at least one week before the Provincial Conference is held.

- d) Approve all plans and proposals of provincial committees for their appropriate functions within a specified timeframe.
- e) Make appointments and dismissals through the Coordinator.
- f) Receive reports of all other committees and City/District Executive Committees.
- g) Provide regular updates to the general membership of LSUIC as frequent as may be required and deemed necessary at the Provincial level.
- h) Report to the General membership at the Provincial Conference through the Coordinator.
- i) Meet once a month or as may be required based on the trending issues of the times, and derive at decisions by and through consensus or majority votes.
- j) Shall regularly update members through the City/District Executive Committee on a frequent basis; either monthly, quarterly, or as per the trending issues.
- k) The Provincial Executive Committee shall elect during their first sitting a Deputy Chair and a Secretary to coordinate the affairs of the PEC. The Secretary of the PEC shall present quarterly report covering the Union's activities in the Province to the Secretariat of the Union.

Article 22 – City/District Executive Committee (C/DEC)

- 1) There shall be City/District Executive Committees in every City or District where a local chapter of the Union is established who shall constitute the City/District Leadership. The City/District Executive Committee of LSUIC shall:
 - a) Be the highest Standing Committee at the City/District level of the Union;
 - b) The Officers shall represent all members of the Liberians Student Union in China at their respective Cities or Districts;
 - c) All Cities/District Officers shall be elected at within their respective Cities or Districts. The Coordinator shall supervise all elections in the Cities and Districts;
 - d) The quorum for C/DEC meetings shall a simple majority of its membership including the City or District President to conduct official business.
- 2) Membership of the Cities or Districts Executive Committee shall comprise of:-
 - a) All elected officer in each City or District;
 - b) Heads of each City or District Standing / Ad hoc Committees, Teams, and Commissions.
- 3) Notwithstanding section (2) above:
 - a) A City/District with five (5) or less members, shall elect a City/District President who shall exercise the functions of the City/District Executive;
 - b) A City/District with over five members but not more than fifteen shall elect a City/District President, City/District Secretary and City/District Treasurer to exercise the functions of the City/District Executive Committee;
 - c) A City/District with over sixteen members but not more than twenty five shall elect a City/District President, City/District Vice President, City/District

Secretary, City/District Treasurer, and City/District Chaplain General to exercise the functions of the City/District Executive Committee;

- d) A City/District with over twenty five members shall elect a City/District President, City/District Vice President, City/District Secretary, City/District Financial Secretary, City/District Treasurer, and City/District Chaplain elected to exercise the functions of the City/District Executive Committee.
- 4) City/District Executive Members shall exercise similar authorities as the National Executive Committee Members but ONLY at the City/District level of the Union. National authorities which shall not apply to the City/District level shall not be exercised by any City/District Leader.
- 5) All Cities or Districts Executive Committees shall be the direct representative of the National Executive Committee in there cities or districts.
- 6) Cities or District Presidents shall appoint all cities or district committees, commissions, and teams. All appointments shall be subject to the consent of the PEC.

Article 22a- Duties of City/District Executive Committee

- 1) Run the day to day affairs of LSUIC at the City or District level of the Union.
- 2) The C/DEC shall be responsible for the organization of all official meetings, activities and functions for the promotion of the aim and objectives of Liberian Student Union in China at the Cities or Districts level.
- 3) The C/DEC shall submit a statement of the Union's finances to the Audit Committee for the purposes of audit at least one week before the Provincial Conference is held.
- 4) Approve all plans and proposals of Cities or Districts committees for their appropriate functions within a specified timeframe.
- 5) Make appointments and dismissals through the City/District President.
- 6) Receive reports of all other committees and commissions.
- 7) Provide regular updates to the general membership of LSUIC as frequent as may be required and deemed necessary at the Cities or Districts level.
- 8) Report to the General membership at the Provincial Conference through the City/District President or in his absence a designate.
- 9) Meet once a month or as may be required based on the trending issues of the times; and derive at decisions by and through consensus or majority votes.
- 10) Shall regularly update members through the City/District President or City/District Secretary on a frequent basis; either monthly, quarterly, or as per the trending issues.
- 11) The City/District Executive Committee shall be presided over by the City/District President. In the absence of the City/District President, the City/District Vice President and in absence of the City/District Vice President, the City/District Secretary shall preside over its meeting. All City/District Secretaries shall present quarterly report covering the Union's activities in their Cities or Districts to the Secretariat of the Union.
- 12) The City/District Executive Committee shall represent the Provincial and/or National Executive Committee when authorized to do so.

- 13) The City/District Executive Committee shall exercise functions as may be decided by the Provincial Executive Committee, the Provincial Conference, the National Executive Committee, the Assembly, or the General Conference.
- 14) All City/District Chapters shall have the right to gather at their will and pleasure to discuss matters of interest to their resident city/district and LSUIC.
- 15) All City/District shall be encouraged to host their own city programs to foster unity and cooperation; however, such meetings or programs shall not supersede the principal plans and programs of LSUIC.

Chapter Eight – Committees, Teams & Commission of the Union

Article 23– Committees, Teams, & Commissions

- 1) There shall be several Standing and Ad hoc Committees, Teams, and Commissions below the National, Provincial and City/District Executive Committees. At the National level, all committees, teams, and commissions shall be appointed by the National President, at the Provincial level, all committees, teams, and commissions shall be appointed by the Provincial Coordinator, and at the City/District level, all committees, teams, and commissions shall be appointed by the City/District Presidents with the Consent of their respective Executive Committees with a unique mandate or term of reference (TOR) as provided for by this constitution and as the need may arise; however, Provincial committees shall not be subject to approval by the Council of Coordinators, but rather the National Executive Committee. City/District committees shall be subject to the PEC consent.
- 2) Subject to this Constitution, the Composition of each committee shall not be less than five (5) persons and not more than eleven (11) persons; however, all Committees shall have odd number representation.
- 3) There shall be a Grievance and Ethic Committee. The Grievance and Ethic Committee shall be a sub-division of the Judicial Board. Notwithstanding the provision of this article, the Grievance and Ethic Committee shall only operate at the Provincial level. There shall be no Grievance and Ethic Committee at the City/District level of the Union.
- 4) The following shall be known as standing or Ad-hoc committee and commission of LSUIC
 - a) **The Grievance and Ethics Committee shall be a Standing Committee and shall:**
 - i. Be the arbiter of justice for cities/districts in their respective Province. Decision reached by the Grievance and Ethic Committee shall be subject to appeal before the Judicial Board.
 - ii. Formally receive, preside over, investigate and resolve all complaints and disputes brought to its attention by members of LSUIC, including the Executive.
 - iii. Make findings available to parties concerned, and report to the Provincial Executive Committee.

b) Academic Excellence Committee shall be a Standing Committee and shall:

- i. Organize, design, promote, and present all academic related programs of LSUIC.
- ii. Promote and protect intellectualism amongst LSUIC members by conducting debates and discourses on local, national, and international issues of interest; be they academic, political, social, economic, or as may be defined and or described by any given circumstances at the time.
- iii. Promote publications and protect the intellectual property of all scholars.
- iv. Guide and assist scholars in the production and publication of academic and other professional articles where applicable.
- v. Verify academic related achievements of LSUIC scholars at various universities across China for the purpose of receiving internal LSUIC academic recognition and awards where applicable.
- vi. Shall perform other functions as mandated by the NEC.

c) Membership Committee shall be a Standing Committee and shall:

- i. Officially recruit and enlist all LSUIC's members and forward their full data and information to the Secretariat.
- ii. Encourage all Liberians studying across China to sign up membership with this Union.
- iii. Design and issue membership forms with the advice and consent of the National Executive Committee.
- iv. Conduct an annual membership rally and audit the previous roster to establish an accurate account of outgoing members upon graduation, and incoming members upon admission and enrollment across China.
- v. Make report to the Secretariat on an annual basis or as may be required.
- vi. Shall perform other functions as mandated by the NEC.

d) Financial Committee shall be a Standing Committee and shall:

- i. Be headed by the National Financial Secretary and shall comprise of the National Treasurer, National Secretary General, the Chairman of the Ad Hoc Ways, Means and Finance Committee; all City/District Treasurers, with the National President as Ex-Official.
- ii. Conduct all financial transactions of LSUIC in line with this constitution.
- iii. Ensure the collection of dues, pledges, donations, and other forms of monies required for the running of the Union.
- iv. Ensure a full and timely disbursement of quarterly allowances of bilateral students, as may be remitted by the Government of Liberia (GoL).
- v. Keep records and track of all financial dealings of LSUIC.
- vi. Provide financial summary and regular updates to the body with the advice of the National Executive Committee.
- vii. Make annual report to the Assembly or the General Conference through the National President.
- viii. Submit to audit as may be required on request of the National Executive Committee;

- ix. The Financial Committee shall be charged with the duty of drawing up a provisional Annual Budget for the Union and thereafter submit the proposed budget to the National Executive Committee.
- x. Shall perform other functions as mandated by the NEC

e) Welfare Committee shall be a Standing Committee and shall:

- i. Extend benevolence to its officials and members during good and bad times, and shall endeavor to physically, morally, psychologically, and financially do so where applicable.
- ii. The Welfare Committee shall comprise of one representative from each Province nominated by the Provincial Executive Committee and appointed by the National President.
- iii. The Welfare Committee shall be charged with the duties of member's welfare.
- iv. To benefit from the provisions of the Union's welfare, the beneficiary must be **a member in good standing with the Union.**
- v. A member may benefit from the welfare under the following circumstances:

a) Emotional Assistance

- i. Officials and members of LSUIC shall provide emotional support to each other in times of loss of family member(s), natural disaster, severe ailment and other circumstances of uncertainty befalling a member or a member's family; thus, LSUIC shall provide emotional care by sending consolation messages to those affected families and individuals.
- ii. In a case of an inability or incapacity to stay and further study in China due to health, psychological, or mental reasons, LSUIC shall liaise with the relevant authorities including the current institution of enrollment and the Liberian Embassy in China, to arrange a safe and organized repatriation of such affected individual(s) back to their family or relatives in Liberia.
- iii. In the case of a demise of a member, LSUIC shall liaise with the relevant authorities, including the Liberian Embassy in China, to establish a full record and history of the cause of death, and thereafter seek to have the remains of the deceased repatriated to the homeland where applicable.

b) Financial Assistance

LSUIC shall endeavor to identify with needy (self-supported) students in China and seek to provide financial assistance (Aid) in a transparent and an unbiased manner through a Financial Aid Committee to be set up by the National President and the National Executive Committee to the extent of the available resources.

- c) Graduation
- d) Marriage (engagement or wedding)
- e) Childbirth
- f) Any other genuine reasons accepted by the National Executive Committee

f) Press & Public Affairs Committee shall be a Standing Committee and shall:

- i. Plan, write /receive entries, design and produce LSUIC's magazine before the July 26 General Conference.
- ii. Come up with necessary programs/activities including articles on relevant issues to promote image building and prestige of LSUIC. Articles to be published in the Union's name shall be subject to approval by the National Executive Committee.
- iii. Shall be responsible to edit all documents and manage the Union's website and Facebook page.
- iv. Provide supportive services to the Secretariat where necessary for the effective upkeep of the Union's website and the Facebook page.
- v. Assist LSUIC's Secretariat and various committees with publicity through an organized presentation of promotional activities of all auxiliaries of LSUIC on all available platforms, including WeChat.
- vi. Carry out other public relations activities where necessary with instruction from the Secretariat.

g) Ways, Means & Finance Committee shall be a Standing Committee and shall:

- i. Identify and suggest ways by and through which LSUIC can be funded.
- ii. Have a specifically defined terms of reference (TOR) to be determined by the National Executive Committee.
- iii. Work with the Ad Hoc Planning and Program Committee to achieve its mandate.
- iv. Update the Financial Team with the sources and resources accessed and disposed at the time of its operation.
- v. Report to the National Executive Committee through the Secretariat.
- vi. Shall perform other functions as mandated by the NEC.
- vii. Submit to audit when necessary.

h) Audit Committee shall be a Standing Committee and shall:

- i. Be composed of five (5) members appointed by the National President.
- ii. Members of the Audit Committee, as much as possible, shall have an appreciable knowledge in auditing and accounting principles.
- iii. The committee shall carry out comprehensive, administrative, operational, and performance audit on all accounts of LSUIC in principles and all Committees, Commissions and Boards established under this constitution or by a resolution of the Assembly or General Conference.
- iv. Conduct specific audit task as per its term of reference (TOR) and nature of audit to be conducted.

- v. In the performance of its functions under this constitution or any other resolution of the Assembly or the General Conference, not inconsistent with this constitution, the Audit Committee shall not be subject to the control of any other person or authority.
- vi. The Committee shall treat all audit information official, confidential, and keep it fully stratified and classified up to the point of finalization and publication of said information.
- vii. Conduct inquiries in a mature and professional manner at all times.
- viii. Respect the rights of the auditee to respond to findings and reports relevant to their indictment, guilty verdict or vindication as they may deem fit by accepting or rejecting the verdict of the Audit Committee.
- ix. All Auditors appointed under this Constitution shall have complete access to all documents and information necessary for the execution of their duties.
- x. The findings of the Committee shall be communicated to the National Executive Committee and the Council of Coordinators together with its opinions as to the transparency or otherwise of the transactions undertaken by LSUIC, its commissions, committees, or board.
- xi. Officially inform the auditee about their findings and recommendations.

i) Scholarly Literature Committee shall be an Ad hoc Committee and shall:

- i. Be in charge of all literally and scholarly works of the Union.
- ii. In consultation with the National Executive Committee, propose, plan, write and publish books and articles in the name of the Union. Provision shall be made for attribution/ recognition of all contributors.
- iii. Organize programs deemed necessary to empower students and promote scholarly works in Liberia.
- iv. Carry out other scholarly function where necessary with instruction from the Secretariat.
- v. Be dissolved after a comprehensive activity report.

j) Planning & Program Committee shall be Ad hoc Committee and shall:

- i. Plan and implement specific programs within a specified and reasonable period of time, with the advice and consent of the National Executive Committee. Also be referred to as Conference Committee especially when organized to execute the General Conference and other similar conferences.
- ii. Work with other relevant bodies such as the Financial Team, Ways, Means, and Finance, city structures and others, to ensure a successful implementation of planned programs.
- iii. Update the general student body on its operations at any given time.
- iv. Report to the National Executive Committee through the Secretariat.
- v. Submit to audit when necessary.
- vi. Shall perform other functions as mandated by the NEC.
- vii. Be dissolved after a comprehensive activity report.

- k) The Independent Elections Commission shall be an Ad hoc committee and shall:**
- i.** Be mandated to conduct free, fair, transparent, and credible elections for LSUIC at every Assembly and General Conference.
 - ii.** Be set up by the National President and Executive Committee not sooner than ninety (90) days and not later than sixty (60) days prior to the General Conference. In the event that election(s) will be held at the Assembly, the National President shall appoint a committee 21 days to election(s). The
 - iii.** Carve, set, circulate and promulgate rules, guidelines, laws, and election time table in line with LSUIC's Constitution.
 - iv.** Use the official roster from the Secretariat as the official voter roll (VR) for the election process.
 - v.** Account for total percentage of vote cast against the total membership on the roster.
 - vi.** Establish and collect a reasonable, affordable, and nonrefundable registration fees in the order of descending hierarchy of the elective positions, with the advice and consent of the National Executive Committee.
 - vii.** Qualify and or disqualify aspirants on grounds of not meeting up with its rules, laws, guidelines, time table, and the constitution of LSUIC.
 - viii.** Allow, monitor, and control a peaceful, responsible, mature, and issue based campaigning by all candidates within a specified time frame.
 - ix.** Investigate and resolve election related complaints.
 - x.** Certify and declare winners of elections on the basis of simple majority, in keeping with the tenants of democracy and casting of votes shall not require quorum.
 - xi.** Conduct voting on a one voter one vote basis by secret ballot and voters must appear in person and be verified.
 - xii.** Require a published resolution of the Council of Coordinators with a 2/3 majority approval to allow electronic voting based on the existing sophistication and technical capacity of LSUIC and its members to handle the complexities and intricacies that go along with the global digital challenges in conducting free, fair, transparent and credible electronic voting.
 - xiii.** Officially certificates the winners of all elections and have winners introduce to the Assembly or General Conference for induction into their respective offices.
 - xiv.** Report to the new National Executive Committee through the Secretariat.
 - xv.** The Independent Elections Commission shall be responsible to supervise coordinate, and monitor the elections in all provinces and city/district. The IEC shall took control of any elections at the Province and city/district level when the need to do so is necessitated.
 - xvi.** Be officially dissolve after each mandate.

I) Students Container Committee shall be an Ad hoc committee and shall:

- i. Coordinate the process to securely transport personal belongings of graduating Scholars from China to Liberia.
- ii. In consultation with the National Executive Committee, develop transparent procedures for graduating scholars to load/off-load their belongings.
- iii. Work with the Advisor in Liberia to successfully complete all the custom procedures for the clearing of the container when it arrives in Liberia.
- iv. Report to the National Executive Committee through the Advisor and the Secretariat.
- v. Shall perform other functions as mandated by the NEC.
- vi. Be officially dissolve after each mandate.

Article 23a – Committees, Teams, & Commissions Meetings

All LSUIC Committees (Standing or Ad hoc), teams, and Commissions shall have the right to meet as frequently as may be deemed by its members, in an effort to deliver on their respective mandates. At all meetings, the head of each committee shall preside or in his or her absence the next in line of leadership shall preside.

Chapter Nine – Union Finances and Budget

Article 24 – Income & Budget

- 1) The funds of LSUIC shall include:
 - a) Annual membership dues, both Local and National Dues;
 - b) Fundraising;
 - c) Donations, and;
 - d) Any other lawful source of cash contribution or income generating activity.
- 2) Any member who defaults in the payment of his/her national and local dues shall be made to pay three (3) times the amount of each year in default.
- 3) The National Executive Committee shall submit a Financial Policy to the Council of Coordinators for approval.
- 4) The National Executive Officers shall submit its annual budget to the Council of Coordinators sitting for approval.
- 5) None conformity to the clause supra constitute a ground for removal from office or any appropriate sanctions meted out to the person or group of persons concerned.
- 6) LSUIC may receive voluntary contributions from any individual, body or bodies provided that such contributions have no conditions, which are contrary to the aims and objectives of LSUIC attached to them.
- 7) The National Executive Officers may decide to raise funds from any source(s) subject to the qualifications made above.

Article 25 – Contribution for Conferences & Programs

All officials and members of LSUIC shall contribute towards the approved budget for the hosting of Assembly and General Conference and programs to enable the relevant committee handle the accommodation and feeding of delegates, and such amounts shall be communicated well in advance, to allow time for such payments.

Article 25a – Donations & Pledges

- 1) LSUIC shall solicit donations and pledges from its members, veterans, the Liberian Embassy in China, and other well-meaning friends and partners across the world.
- 2) Fund drives and fund raising rallies shall be organized both in China and in Liberia, as well as other parts of the world where applicable with the aim of assisting needy students and members in China, some of whom may be self-supported and studying under difficult circumstances.

Article 26 – Expenditure

- 1) The expenditure of LSUIC shall include the following:
 - a) Administrative expenses;
 - b) Honorarium and/or per diem of officers who work for and on behalf of LSUIC;
 - c) Cost of Projects duly approved by the NEC, Assembly or the General Conference.
- 2) The Assembly or General Conference may impose special levy on members as and when deems necessary.
- 3) All monies received by any officer on behalf of LSUIC shall be handed over to the Treasurer not later than three (3) days after collection before any disbursement.
- 4) Any Member Chapter which defaults in the payment of the dues of its members or any other monies belonging to LSUIC shall lose its voting rights at Assembly and the General Conference until as such time that the debt is paid.
- 5) The National President, National Secretary General and National Treasurer shall be signatories to all LSUIC's accounts; the National President together with any of the two (2) Officers shall sign for the purpose of withdrawals.
- 6) The National President and the National Treasurer shall sign all pay vouchers.

Article 27 – Student Loan

- 1) Depending on the financial capacity of the organization, LSUIC shall endeavor to provide soft loans with minimum interest rates to its committed members who shall have emergency needs.
- 2) The Financial Committee shall establish stringent rules and procedures towards this scheme to safeguard the finances of LSUIC.
- 3) Individuals seeking such loans must write a request letter, stating clearly the need for such request and shall fill out an application form to be developed and provided by the Financial Team. At least three (3) outstanding members of LSUIC shall guarantee the refund on behalf of the individual(s) seeking such request and those guarantors must sign a payment bond taking responsibility in case of default payment by the borrower within a specified period of time.

Chapter Ten – Elections and removal of officers

Article 28 – General Qualification for elected positions

- 1) Elections at all levels shall be by democratic means.
- 2) All members seeking leadership position at all levels in LSUIC shall show proof of Liberian Citizenship by the validity of the current passport he or she possesses.
- 3) Candidates contesting for offices at all levels in LSUIC shall be full-time students who have completed one academic semester and have one or more academic year(s) to complete his or her academic programs; however, **all candidates must be in good standing with the Union.**
- 4) Further rules and regulations guiding the conduct of elections for the NEC shall be set by the Independent Elections Commission and those for Provincial and City or District shall be set by the Provincial or City/District Elections Commission set up for that purpose.
- 5) In the event of disputes of the national electoral results, the aggrieved contestant(s) may challenge the declaration with a written notice to the Judicial Board within three (3) hours after the results have been declared and within two (2) hours in the case of Provincial and City or District elections.
- 6) The challenge must be in the form of a petition addressed to the Senior Adjudicator of the Judicial Board.
- 7) A declaration by the Judicial Board shall be binding without prejudice to anyone.
- 8) A person shall not be qualified to contest for any Executive position within the Union if he/she:
 - a) Has been convicted of any capital offense in Liberia or elsewhere;
 - b) Has been declared or involved in any financial misappropriation or impropriety;
 - c) Is of an unsound mind;
 - d) Has a low moral standard;
 - e) Has been found by any committee of inquiry to be incompetent to hold any office and the findings have not been set aside on appeal or judicial review;
 - f) Has once been removed from any student office.
- 9) All aspiring Candidates at the National, Provincial, or City and District levels of the Union shall obtain a nomination form from the Secretariat, complete it, and submit same to the Secretariat for the issuance of clearance to participate in the elections.
- 10) Fully support the Union in all aspects as required by this Constitution.
- 11) Have the right to vote and be voted for in keeping with this Constitution.
- 12) Officials and members seeking any elected post and owing six (6) to ten (10) months due prior to his or her application to the Independent Elections Commission shall be rendered disqualified even on full payment of the dues at that eleventh hour.

Article 28b – Specific requirements for elected positions

Those vying for the positions of National President and Vice President must have earned bachelor's degree. The minimum requirement for all other offices shall be undergraduate studies or high school diploma.

Article 29 – Appointments

- 1) Apart from the Commissions /Committees aforementioned in this Constitution, the National President may appoint a person, committee, or commission on an ad hoc basis and assign to him/her/them such functions as may be determined by the appointing Organ.
- 2) The functions of any such person, committee, or commission shall be deemed automatically void when the purpose for which he/she/they was/were appointed ceases.
- 3) Similar authority shall also be exercised by Provincial Coordinators and City or District President subject to the consenting authorities.

Article 30 – Casting of Votes

- 1) The Electoral Commission shall:
 - a) Compile an electoral register;
 - b) Make rules for the conduct of elections and publish the rules at least two (2) hour before the voting process commences.
- 2) Voting shall be by Secret ballot.
- 3) A candidate shall be considered as duly elected by simple majority.
- 4) An unopposed candidate shall have fifty percent plus one of the valid votes cast to be declared a winner. In such instance, the unopposed candidate shall be contested by a **"VOTE OF NO CONFIDENCE"**.
- 5) The Independent Elections Commission shall re-open the nomination upon the un-fulfillment of the section (4) supra at the earliest sitting of the Union. However, anyone nominated in respect to this provision shall must meet the requirement of the office, and be required to pay the necessary application fee to be allowed to contest the post nominated to.
- 6) In the event the same candidate returned unopposed for the second time, he/she shall be deemed duly elected.
- 7) The Elections Commission at all levels of the Union shall declare electoral results within four (4) hours at most after tallying of votes in any elections.
- 8) Notwithstanding section (7) supra, where there is delay in the pronouncement of elections result, the elections commission shall inform the Judicial Board of the reasons for the delay.

Article 31 – Removal from Office

- 1) Executive Officers at all levels of the Union and Provincial Coordinators shall resign, vacate, be suspended, impeached and removed from office by:
 - a) Two-thirds majority vote of the total membership of the Council of Coordinators for misconduct and/or incapacity. Officials may be voted out of office but never from the membership.

- 2) The following, among others, shall be considered misconduct and/or incapacity:
 - a) Financial Malpractices and misapplication of trust and entrusted properties and funds;
 - b) Failure to execute duties as stipulated in the Constitution;
 - c) Infirmary of body or mind;
 - d) Abuse of office and misuse of authority;
 - e) Conducts which are prejudicial or inimical to the interest of the members of the Union;
 - f) Negligence of duty and/or, any act that is likely to bring LSUIC into disrepute, ridicule or contempt;
 - g) Ineptitude, inability, incapacity, and such related causes;
 - h) Violation to his/her Oath of office;
 - i) Violation of the spirit and letter of the Constitution.
- 3) A member may, subject to section (2) of this article, initiate an impeachment proceedings against any NEC officer and/or Provincial Coordinator by writing to the Judicial Board, stating very clearly the reason(s) for the impeachment and providing all the necessary evidence for the allegation(s); the Judicial Board shall take all the necessary steps to address the issue to its logical conclusion. After considering the merit of the impeachment complaint, the Judicial Board shall communicate its decision to the National Executive Committee. In the case of a City/District, the petition shall go to the Judicial Board who shall submit its report to the National Executive Committee.

Article 31a - Tenure of Office

- 1) All officers of the NEC, Provincial Coordinators, and City/District Executives shall hold office for one academic year only.
- 2) Officers of the Union shall have the right to serve a second tenure.
- 3) Not extend beyond two tenures in succession.
- 4) Have the right to contest another position after a first or second tenure.
- 5) Have the right to contest any post after having left office for a tenure or two; during which time other individual(s) shall have served.
- 6) All officers of the NEC, Provincial Coordinators, City/District Executives elected at Assembly shall serve the unexpired term to the office(s) elected. However, the unexpired term shall not constitute a term for the individual elected.

Article 32 – Vacancy of Office

- 1) An office shall be considered vacant if any officer:
 - a) Suffers an impeachment;
 - b) Vacates his/her post for 21 working days without official notice to the National Executive Committee;
 - c) Resigns from office, dies, or is incapacitated to perform his/her functions;
 - d) The Officer complete his/her program of studies.
- 2) When a vacancy is created, the National President shall notify the Council of Coordinators of any such vacancy and instruct the Elections commission to conduct election(s) to fill in the vacancy created in line with this constitution.

- 3) Notwithstanding the provision above, the National President shall be authorized to appointed officer(s) to complete the unexpired term of any vacant position(s) (National or Provincial) if the Union is two months away to General Conference. The appointed officer(s) shall act in the position(s) until the next election.
- 4) An officer of the NEC other than the National President may relinquish his/her post voluntarily by writing to the National President at least two (2) weeks prior to the proposed date of resignation.
- 5) The National President may relinquish his/her post voluntarily by writing to the Secretary General at least two (2) weeks prior to the proposed date of resignation.
- 6) On receipt of any resignation letter from any officer, the National President or Secretary General, as the case may be, shall communicate to the NEC and the Council of Coordinators such resignation within one week.
- 7) A City/District executive may relinquish his/her position by writing to the Provisional Coordinator giving at least two (2) weeks' notice.
- 8) Any vacancy created by whatever cause shall be filled within twenty-one (21) days through the appropriate constitutional means.

Article 32a – Succession

The mode of succession in LSUIC shall be democratic and shall follow these procedures at all levels of the Union:

- 1) When the office of the President (National or City/District) shall become vacant for any of the reasons mentioned in this constitution, the Vice President (National or City/District) shall become the next president to complete the unexpired term of the former president. The New President shall appoint a Vice President with the consent of the Council of Coordinators or the PEC as the case may be.
- 2) When the office of the Vice President (National or City/District) shall become vacant for any of the reasons mentioned in this constitution, the President (National or City/District) shall appoint the next Vice President with the Consent of the Council of Coordinators or the PEC as the case may be to complete the unexpired term of the former Vice President.
- 3) When the offices of the President and Vice President (National or City/District) shall become vacant for any of the reasons mentioned in this constitution, the Secretary General (National or City/District) shall act as President until elections are held to fill the vacant positions.
- 4) When the office of the Secretary General (National) shall become vacant for any of the reasons mentioned in this constitution, the Deputy Secretary (National) shall become the next Secretary General to complete the unexpired term of the former National Secretary General. This provision shall not apply to City/District Executive Committee. When the office of the City/District Secretary shall become vacant, the City/District Executive shall host an election for that vacant position.
- 5) When the offices of the National Deputy Secretary General, National Financial Secretary, National Treasurer and National Chaplain General become vacant, the NEC shall called the Assembly into session for the purpose of filling in the vacant(s) positions.

- 6) All of these provision shall apply to City/District Executive where applicable and all appointment at City/District level shall be to the consent of the Provincial Executive Committee.

Article 33 –Interim or Transitional Government

- 1) In a wake of unforeseen circumstances that may hinder the unanimous, peaceful and general hosting of the General Conference and elections, an interim or transitional leadership shall be set up exactly at 11:59 AM on the 24th of July and commence the running of LSUIC for a one month and shall conduct elections on 24th of August the same year.
- 2) Since the tenure of the incumbents would have expired, Adjudicators on the Judicial Board who tenures have not expired shall appoint a seven (7) person interim leadership whose mandate shall be extended throughout the interim period up to 4:00PM on the 24th of August that year.
- 3) Candidates vying for elected posts shall not be appointed for the interim period, and individuals serving in the interim or transitional leadership shall not contest the August 24 elections.
- 4) The Judicial Board shall ensure a peaceful and smooth transition from the outgoing elected Executive and the incoming Interim Executive, and from the Interim Executive to the new elected Executive on 24th August.
- 5) The key mandate of the Interim Leadership shall be to protect the constitution, safeguard LSUIC, its members, conduct election within its specified timeframe and turn over office to the new batch of elected leaders.

Article 34 – Procedures for the removal from office

- 1) For the purpose of the removing executive officers from office, a notice in writing shall be given to the Judicial Board through the Senior Adjudicator.
- 2) The notice referred to in the section above shall be accompanied by a statement setting out in detail the facts, supported by the documents on which the removal is sought.
- 3) The Judicial Board shall, within two (2) weeks add its independent opinion to the facts as to its merits or otherwise.
- 4) If a National Executive officer or a Provincial Coordinator is found guilty by the Judicial Board independent report, he or she shall be forwarded to the Council of Coordinators for impeachment purpose; in the case of a City/District Executive officer, the National President shall dismiss the officer and the vacant position shall be filled in accordance with this constitution.

Article 35 – Standing Orders

- 1) The General Conference, Assembly, NEC, Council of Coordinators, Provincial and City/District Executive meetings shall be guided by the Standing Orders as they appear in the schedules in Appendix I.
- 2) Notwithstanding section (1) of this article, General Conference, Assembly, NEC, Council of Coordinators, Provincial and City/District Executive meetings may suspend or modify a portion of the Standing Orders in case of emergency or necessity, provided that this does not disregard the core business of the meeting.

Article 36 – Handing over & Return of the Union’s Assets

- 1) Any officer of the Union who resigns, vacates, suffers impeachment and removal, or completes his term of office shall properly handover all Union’s assets in his or her possession to the NEC and clear him/herself in respect of any other obligations he/she may owe LSUIC within one week.
- 2) Incoming elected or appointed officer(s) shall be sworn into their respective office(s) elected or appointed to in keeping with the oath of offices as they appear in the schedules in Appendix II before taking office.
- 3) The properties of the Union so handed over shall include a handing over note prepared and signed by the outgoing officers.
- 4) The National Executive Committee shall use all legal means to retrieve the Unions asset upon the non- fulfillment of the section supra.

Article 37 – Interpretation

- 1) When an individual member or body of members of the Union, seek clarification, question or challenge as to the true meaning, construction or interpretation of any provision of this Constitution, he/she shall in writing notify the National Executive Committee.
- 2) The National Executive Committee shall refer such a letter to the Judicial Board within twenty-four (24) hours.
- 3) The decisions of the Judicial Board shall be final, conclusive and binding.

Article 38 – Definition

- 1) In the construction and for the purposes of this constitution, (if not inconsistent with the context and subject matter) the following terms mean:
 - a. Body – refers to any organ of the Union mentioned in the Organism;
 - b. Chapter – refers to any organ of the Union at the Provincial or City level;
 - c. Constitution – refers to this document and all sections of it contained herein, known as “The Constitution of the Liberian Student Union in China” and constitutes the rules of the Union;
 - d. Committee – means the Union’s Committee referred to in this Constitution;
 - e. Committee Meeting – means a meeting of the Committee convened in accordance with this Constitution and any applicable standing orders or regulations;
 - f. Committee Member – means any person elected or co-opted to a position as provided for in this Constitution;
 - g. Days – means any twenty-four hour period from and to midnight and includes public holidays in the People’s Republic of China, and weekends;
 - h. Dues – refer to any financial obligation a member has to the Union;
 - i. Elections guidelines – means the regulations governing the Union’s elections;
 - j. Executive – means the President, Vice President, Secretary, Financial Secretary, Treasurer, and Chaplain;
 - k. General Meeting – a meeting of the Members of the Union convened under this Constitution;

- l. Member – includes all Ordinary Members and the members of any additional class of membership created in accordance with this Constitution;
 - m. Member Institution – See body and chapter above;
 - n. Notwithstanding - as used in this constitution is an adverb which refers to “In spite of something”: notwithstanding the previous clause;
 - o. Original Jurisdiction – refers to the authority conferred ONLY to a particular body to listen to a case or complaint;
 - p. Presiding Officer – includes Chair and means the person chairing or presiding over a meeting/Assembly/Conference;
 - q. Province – refers to all provinces, municipalities, autonomous and administrative regions in China;
 - r. Quorum – refers of 50% of the total membership of a body, committee or commission;
 - s. Simple majority – means a simple (higher figure than the other) of all Members attending the meeting/Assembly/Conference and who are entitled to vote under this Constitution;
 - t. Student – means a person enrolled at any recognized university in the People’s Republic of China;
 - u. Written Communication – refers to communication via any mean to include electronic device which is written in a PDF or Word document;
- 2) Where in this constitution –**
- a)** The word ‘may’ is used in conferring an authority, such word shall be interpreted to imply that the authority so conferred may be exercised or not at discretion, and where in a section the word ‘shall’ is used in conferring an authority, such word shall be interpreted to mean that the power so conferred must be exercised in accordance with this constitution;
 - b)** Authority or a duty to make appointments to an office or position is imposed on a person or body, unless the contrary intention appears, the authority includes an authority to remove or suspend a person appointed and to appoint another person temporarily in the place of the person suspended or in place of a sick or absent holder of the office or position;
 - c)** The word ‘section’ is used to refer to a section of this constitution unless its context proves it to relate to a section of a specified statute.
- 3)** Whenever in the constitution it is provided that appointment shall be made at a specific meeting of the Union and such appointment is not made, for whatever reason, the appointment shall be made at the earliest next meeting.
- 4)** In this constitution unless the context otherwise requires each in the singular number is to be construed as including the plural number.

Article 39 – Transitional Provisions

- 1) The 2016 Constitution of LSUIC is hereby amended.
- 2) Notwithstanding the amendment under section (1) of this article, any provision of the amended Constitution in existence or in force immediately before the coming into force of this constitution shall, subject to this Constitution, continue to be in force until revoked, altered, cancelled or expires.

Chapter Eleven – Amendment of the Constitution

Article 40 - Amendments

- 1) Subject to the provisions of this Constitution, the Assembly or the General Conference may amend or cause to be amended, in part or in whole, any provision of this Constitution.
- 2) The NEC may initiate a total review of the whole constitution after every five (5) years when it's deemed necessary.
- 3) Any member or Member Chapter may propose an amendment by writing to the National Secretary General, at least three (3) month prior to Assembly or the General Conference, stating the reasons for such proposed amendment, and the National Secretary General shall take the necessary steps to inform other Member Chapters of such proposed amendment.
- 4) The Assembly or the General conference shall, upon receipt of the proposed amendment, debate and adopt it by not less than two thirds (2/3) majority of members present and voting.
- 5) Names of the original members of LSUIC Constitution Committee members and the names of all other members of other subsequent amendment committees shall always reflect on the last amendment page and other subsequent pages, depending on the frequency of amendments executed on this constitution; it shall also include their respective cities of residence in China at the time, and the year of amendment on the cover page.
- 6) This shall conclude and officially validate the constitution of LSUIC upon its adoption and passing into referendum by the General Conference.

Constitutional Committees

1) Member of the Constitution Committee included:

Constitution Committee (2006)

Names	Cities	Positions
1. Mark W. Howe	Wuhan	Chairman
2. Boakai A. Jalieba, II*	Shanghai	Members
3. Varney Washington	Wuhan	Member

***Deceased**

2) Member of the Constitutional Review and Amendment Committees included:

A. Constitution Amendment Committee (2016)

Names	Cities	Positions
1. Abel N. Momo	Zhengzhou	Chairman
2. Bioma Putu Kallon	Wuhan	Member
3. Ahmed Yaya Sherif	Lanzhou	Member

B. Constitution Review Committee (2020)

Names	Cities	Positions
1. Hassan Francis Whitfield, Esq.	Shanghai	Chairman
2. Laban Zephaniah Edwards, Jr	Yichang	Co-Chair
3. Abeyomi Sunnyboy Caulcrick	Qingdao	Secretary
4. Alexis Lorvonne Massalay	Ma'anshan	Member
5. McGill Barclay Mulbah	Nanchang	Member
6. Vice Pres. Olano Teah Bloh	Yichang	Ex-Officio

APPENDIX I - CONDUCT OF MEETINGS & INTERVENTIONS

- a) A speaker shall direct his speech strictly to the motion or amendment under discussion. If there is no definite motion or amendment before the meeting, the speaker shall direct his speech strictly to the point of the Agenda under discussion. Every member shall address the meeting and the chair appropriately before speaking;
- b) No member shall be allowed to speak more than once on a subject as long as a member who has not spoken on that subject desires the floor. No member shall speak more than ten (10) minutes at one time without permission of the chair or the presiding officer;
- c) The Chair or presiding officer shall interpret the standing orders, subject to the approval of the body. He/she shall be free to take part in all decisions;
- d) Any or more standing Order(s) may, in case of urgency, or after notice duly given, be suspended or changed at any meeting so far as regards business at the particular meeting provided that there is a two-third (2/3) majority in favor;
- e) If a motion -Closes an agenda item and is carried, no further discussion on the closed item shall be allowed, but a member may give notice of his/her desire to speak further on the agenda item. If the motion is carried, only the proposer of the motion under discussion shall be allowed to speak before the agenda item is put to vote;
- f) If the motion —Limits debate to a certain specific time period and is carried, the Chairperson shall draw up a list of those wishing to speak on the subject and allow each one an equal proportion of the specific period. The proposer shall be allowed a maximum of five (5) minutes to run up before the original motion is put to vote;
- g) In addition to discussion on a motion, the Chair or presiding officer shall allow the following points of order of precedence:
 - [1] Point of Order
 - [2] Point of Correction
 - [3] Point of Information
- h) A point of order must be heard at all times and the chair or the presiding officer shall give his/her ruling before the issue is further discussed. Points of order shall deal with the conduct of procedure of the debate. The member rising to put the point of order shall prove one or more of the following:
 - [1] That the speaker is traveling outside the scope of the issues under discussion.
 - [2] That the speaker is using improper language.
 - [3] That the speaker is infringing upon the Constitution of standing order(s).
- i) A point of correction shall be a factual presentation seeking to correct a statement made by the last speaker. It must be strictly related to the subject under immediate discussion;
- j) A point of information is a question or a brief statement of a relevant fact concerning the matter under discussion. It should be directed to either the last speaker, chair or presiding officer.

APPENDIX II - OATH OF OFFICE

a) The Presidential Oath (Oath of Secrecy)

I.....having been elected to the high office of the National President of LSUIC do hereby in the name of God solemnly affirm that I will be faithful and true to LSUIC; that I shall strive at all times to preserve, protect and defend the constitution of LSUIC and I hereby dedicate myself wholly, without fear or favor to the service and welfare of LSUIC. I further solemnly affirm that I will conform to the principle of strict accountability; financially and otherwise and that should I at any time break this oath of office I shall submit myself to the dictate of LSUIC's constitution and suffer the penalty thereof. (SO HELP ME GOD).

b) Oath for Members of the NEC

I.....having been elected/appointed to the NEC of LSUIC do hereby in the name of God affirm that I will at all times be faithful and loyal to LSUIC and will support and uphold the principle of accountability; financially and otherwise and seek the welfare of LSUIC. I further solemnly affirm that should I at any time break this oath of office, I shall submit myself to the dictate of LSUIC's constitution and suffer the penalty thereof. (SO HELP ME GOD).

c) The General Oath of Office

I.....having been elected/appointed asdo hereby in the name of God solemnly affirm that I will at all times faithfully and truly serve LSUIC, that I will support and uphold the principle of accountability; financially and otherwise and seek the welfare of LSUIC. I further solemnly affirm that should I at any time break this oath of office, I shall submit myself to the dictate of LSUIC's constitution and suffer the penalty thereof. (SO HELP ME GOD).

**All of the Oaths above are to be administered by the Senior Adjudicator of the Judicial Board before Assembly or the General Conference during an installation ceremony.*

d) The Judicial Oath

I.....having been appointed asAdjudicator of the Judicial Board of LSUIC do hereby in the name of God affirm that I will interpret LSUIC's constitution without fear or favor; will defend and uphold the constitution, and to adjudicate on all matters that shall be brought before the Judicial Board without affection, ill will or personal interest. I further solemnly affirm that I shall not be found wanting in the discharge of my responsibilities as a member of LSUIC Judicial Board nor place myself in such a position as to frustrate the efficient function of the Judicial Board of LSUIC. I further solemnly affirm that should I at any time break this oath of office, I shall submit myself to the dictate of LSUIC's constitution and suffer the penalty thereof. (SO HELP ME GOD).

**To be administered by the National President before Assembly or the General Conference during an installation ceremony.*