

Charter of USS Division: Professional Councils, Regional Councils and Societies

Chapter 1. General Principles

Article 1 Purpose and Basis To standardize the governance and operation of the professional councils, societies and regional councils under the United Societies of Science (abbr.: USS) (hereinafter collectively referred to as "USS academic institutions"), clarify their rights and responsibilities with the USS, and ensure the healthy and orderly development of these institutions, this charter is formulated in accordance with the USS Charter and relevant management regulations.

Article 2 Legal Status and Membership USS divisions are integral parts of the USS and generally do not possess independent legal person status. Their activities are subject to the unified guidance, supervision, and management of the USS. Membership in a USS academic institution requires being a valid USS member. If a society registers as a legal entity due to special needs, all its business and management shall still be governed by these articles of USS constitution, except for matters stipulated by law.

Chapter 2. Governance Structure

Article 3 Governing Body The governing body for an academic division under the USS is the Board of Directors (or Committee, the name of which may vary depending on the nature of the division). The Board of Directors Members has the following positions:

1. One chairman (president);
2. The number of vice chairpersons (vice presidents) shall not exceed 8;
3. The number of standing directors shall not exceed 32;
4. One Secretary-General;
5. The execute board shall consist of a number of members.

Article 4 Council Responsibilities The Board of Governors is the highest decision-making body for academic divisions under the USS, and its responsibilities include, but are not limited to:

1. Review and approve the division's work plan and annual report;
2. Decide on important academic activities and business projects;
3. Electing and removing the chairman, vice-chairman, and standing directors;

4. Review and approve the financial budget and final accounts;
5. Formulate and revise internal management rules;
6. To review and approve the establishment, alteration, and abolition of subordinate secondary professional committees and regional section.

Article 5 Chairman's Duties and Powers The president (chairperson) is external representative of the division, and is responsible for the overall leadership of the council's work. Their main duties and powers include :

1. To convene and preside over meetings of the Board of Directors, meetings of the Standing Committee of the Board of Directors, and general meetings of members (representatives);
2. Supervise and inspect the implementation of the resolutions of the council;
3. Signing important council documents, as well as important announcements and agreements issued in the name of the organization;
4. Within the scope of the Board's authorization, approve important matters in the day-to-day operations;
5. Nominate candidates for Secretary-General and principal leaders of various special committees and secondary committees;
6. Represent the organization at important external events and fulfill relevant etiquette duties;
7. Other powers granted by the Council.

Article 6 Vice Chairman's Responsibilities The Vice Chairman (Vice President) assists the Chairman in his/her work, and his/her main responsibilities include:

1. Authorized by the chairman, they are responsible for specific areas of work (such as academics, external relations, membership development, etc.).
2. When the chairman is absent, he/she shall act on behalf of the chairman.
3. To complete other specific tasks assigned by the chairman or the board of directors.

Article 7 Responsibilities of the Standing Council The Standing Council exercises some of the powers of the Council during the recess of the Council and is responsible to the Council. Its responsibilities are to be specified by each institution in the detailed rules according to the actual situation.

Chapter 3. Second-level professional (or regional) committees

Article 8 Nature and Establishment

1. To promote in-depth academic activities in specific professional fields or regions,

USS academic institutions may, as needed and with the approval of the Board of Trustees, establish secondary professional (or regional) committees (hereinafter referred to as "secondary committees").

2. Secondary committees are internal branches of affiliated academic institutions, do not have independent legal status, and carry out activities within their authorized professional or geographical scope.

Article 9 Organization and Management

1. Each secondary committee shall have one chairperson, several vice-chairpersons, and several members. The chairperson shall, in principle, be a standing director or senior council member of the affiliated academic institution.
2. The chairpersons and vice chairpersons of the secondary committees are nominated by the president (chairperson) of the academic institution to which they belong, or recommended by five or more standing directors, and appointed after being reviewed and approved by the council. Their term of office is concurrent with that of the current council.
3. Secondary committees may appoint secretaries as needed, who shall be designated by the chairperson and reported to the secretariat of the affiliated academic institution for record.
4. Major activity plans, annual work summaries, and financial expenditures of secondary committees must be filed or approved by the board of directors or standing committee of the academic institution to which they belong.
5. The operating expenses of the secondary committees are, in principle, arranged by the academic institutions to which they belong or raised by themselves, and shall comply with the USS's unified financial management system.

Article 10 Changes and Cancellations When there are changes to the name, scope of business, or person in charge of a secondary committee, or when it has completed its historical mission and is unable to operate normally, the board of directors of the academic institution to which it belongs shall review and decide to adjust or revoke it, and report it to the USS Board of Directors for record.

Chapter 4. Events and Financial Management

Article 11 Activity Management Principles

1. All activities must comply with the USS's mission and bylaws, adhere to the principle of academic non-profit, and must not involve illegal, unethical, or commercial activities unrelated to academia .
2. Activities should emphasize academic quality and social benefits, and actively serve the professional development of members and the advancement of the discipline.

3. Activities should be conducted in accordance with the principle of " approval before implementation, " and it is strictly prohibited to release information or conduct activities in the name of USS or this organization without approval.

Article 12 Activity Classification and Approval

1. Annual routine activities (such as academic conferences, regular seminars, etc.) should be included in the annual work plan and implemented after being reviewed and approved by the council.
2. Major events (such as those involving international cooperation, large-scale public forums, award selections with significant impact, or projects with substantial expected expenditures and revenues) must have a separate detailed plan, which must be reviewed and approved by the Board of Governors and filed or approved in advance by the USS Board of Governors.
3. Activities organized by secondary committees must be reviewed in advance by the secretariat of the academic institution to which they belong, and approved by the Standing Council or the Council according to their importance.

Article 13 Funding sources for USS academic institutions include:

1. Special funds or grants allocated by the USS;
2. Membership fees or event registration fees collected within the scope of USS 's authorization;
3. Compliant social donations and sponsorships obtained in accordance with USS regulations and laws;
4. Income from non-profit academic activities conducted within the approved scope of business;
5. Other legitimate income.

Article 14 Budget and final accounts management

1. The council is responsible for approving the division's annual financial budget and final accounts .
2. The Secretary-General is responsible for organizing the preparation of the annual draft financial budget and final accounts report. The budget should ensure a balance between revenue and expenditure, with a focus on supporting core academic activities.
3. All income must be brought under unified management, and the establishment of " off-the-books accounts " or " slush funds " is strictly prohibited.
4. After the annual financial statements are reviewed and approved by the Board of Governors, they must be filed with the USS Board of Governors and subject to their guidance and auditing.

Article 15 Expenditures Approval and Reimbursement

1. Financial expenditures are subject to a tiered approval system. Specific approval authority and procedures are formulated by each institution in accordance with USS financial regulations and submitted to the USS Board of Governors for record.
2. All expenditures must be supported by legal, authentic, and complete original vouchers, signed by the person in charge and the witness, and approved according to the approval authority before reimbursement can be made.
3. Significant individual expenditures (the specific amount will be specified by each institution in its detailed rules) must be jointly signed by the Chairman and the Secretary-General, or specially approved by the Board of Directors / Standing Committee.

Article 16 asset Management Assets acquired through the use of funds (such as equipment, books, and materials) belong to the USS and are the responsibility of the academic institution for registration, use, and maintenance, subject to USS oversight. Upon the institution's deregistration, all assets are reclaimed and disposed of by the USS .

Chapter 5. Election and Office

Article 17 The elections for new leadership positions at academic institutions under the USS are organized by the current Board of Governors, and the USS Board of Governors must appoint an election oversight commissioner to supervise the entire process.

Article 18 Candidate generation Candidates for Chairman (President) and Vice Chairman (Vice President) may be selected through the following methods :

1. USS Board of Governors nomination;
2. Recommended jointly by more than 2 standing directors, 1 president or 1 vice president;
3. It must be jointly recommended by more than 4 council members.

Article 19 Election process

1. The council holds elections every three years to elect a chairman, vice-chairmen, and standing council members.
2. 60% of the total number of valid voters are present.
3. The chairman (president) is elected by vote of the council members, and the candidate with the most votes and more than half of the council members present is elected. If there are more than two candidates, a differential election must be held, and the elected candidate must receive more than two-thirds of the valid votes.

4. The election procedure for the vice chairman (vice president) shall be in accordance with the provisions of the preceding paragraph.
5. Those who fail to be elected as chairman can participate in the election of vice chairman or standing director; those who fail to be elected as vice chairman can participate in the election of standing director.

Article 20 Job restrictions The term of office for the chairman (president) is three years, and no one may serve more than two consecutive terms.

Chapter 6. Membership addition and removal

Article 21 Additional election of council members The council may add members as needed. A resolution to add members requires a vote at a council meeting and must be passed by a two-thirds majority of the council members present .

Article 22 Expulsion of members The council may initiate expulsion proceedings if any of the following circumstances apply :

1. If a member is absent from three consecutive council meetings without a valid reason, or fails to participate in voting on important council matters twice in a row;
2. I am voluntarily withdrawing;
3. due to violations of laws and regulations, serious breaches of professional ethics, damage to the reputation of the organization or USS, or serious violations of the bylaws and management systems of USS and the organization. The decision to remove someone from a position should be communicated to the individual in writing and filed with the USS Board of Governors.

Chapter 7. Secretariat

Article 23 Secretary General The Secretary-General is the permanent executive officer of the Council, responsible for implementing the resolutions of the Council and the Standing Committee, and presiding over daily affairs.

1. The Secretary-General is nominated by the elected Chairman (President) and appointed after being reviewed and approved by the Board of Directors.
2. In special circumstances, the USS Board of Governors may directly appoint the Secretary General.
3. The Secretary-General is responsible to the Council and the Chairman (President).

Article 24 Secretariat The Secretariat is the permanent administrative body of the organization, established and managed by the Secretary-General. Several Deputy Secretaries-General may be appointed as needed, nominated by the Secretary-General and appointed after review and approval by the Standing Council .

Chapter 8. Supplementary Provisions

Article 25 Results reporting and public announcement After the election, the results must be confirmed as valid by the election oversight commissioner and reported to the USS Board of Governors within three business days. The USS Board of Governors will then publish the results for a one-week public comment period. If no objections are raised during the public comment period, the election results will officially take effect .

Article 26 Detailed rules formulation Each USS academic institution may formulate specific operating rules (including but not limited to financial reimbursement rules, activity management rules, etc.) based on this charter and its own characteristics, but such rules must not conflict with this charter and the USS Charter. These rules must be submitted to the USS Board of Governors for approval before implementation. The working rules of each secondary committee shall be separately formulated and managed by the council of the academic institution to which it belongs, in accordance with the spirit of this charter .

Article 27 Interpretation and effectiveness of the articles of association This charter shall be interpreted by the USS Board of Governors. It shall come into effect on the date of its approval by the USS Board of Governors .

Version Info

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