



Sunway University Student Association

CONSTITUTION

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PART A: THE ASSOCIATION

1. Name and Address

- i. The name of the Association is the “**Sunway University Student Association**”.
- ii. The registered address of the Association shall be:-

No. 5, Jalan Universiti,
Bandar Sunway,
46150 Petaling Jaya,
Selangor Darul Ehsan,
Malaysia.

2. Purposes

The purposes of the Sunway University Student Association are:

- i. To represent the student community at Sunway University.
- ii. To be the recognized channel of communication between the students and the academic and administrative authorities of Sunway University.
- iii. To plan, organize and coordinate student related activities in furthering the educational aims of Sunway University and in tandem with the interests of the students.
- iv. To publish any information that the Association deems desirable in the declaration and promotion of its purposes from time to time.
- v. To co-operate with, and affiliate with other persons and bodies in pursuit of its purposes.
- vi. To use the funds of the Association for payment of any expenses incurred in furthering the purposes of the Association.
- vii. To defend the right of students to a representative, autonomous and self-governing organization.
- viii. To otherwise protect, promote and develop the interests and welfare of students.
- ix. To make representations on matters affecting students to any member or body of Sunway University, and in particular to the Vice-Chancellor, the Academic Senate, and the Board of Directors.
- x. To be an accountable, representative and democratic body for the students.

3. Definition

In this constitution, unless the contrary intention appears:

- i. “absolute majority” means at least 75% of the votes of all members of the body at the time, whether present at the meeting and voting or not.

- ii. “academic day” means a day on which undergraduate lectures are scheduled to be held at Sunway University by a majority of faculties/schools.
- iii. “student” means a currently enrolled student of the University who has paid his/her fees, and:
 - a) is a certificate / diploma or undergraduate degree student of the University; or
 - b) is a postgraduate student of the University.
- iv. “Association” is an abbreviation for Sunway University Student Association.
- v. “Sun-U” and “University” are abbreviations for Sunway University.
- vi. “Division” means a division of Sunway University Student Association established under Part B unless otherwise specified.
- vii. “Sun-U SC” is the abbreviation for Sunway University Student Council and is defined under Part D.
- viii. “Unit” means a unit of Sunway University Student Council established under Part E unless otherwise specified.
- ix. “iMail” means the official email system used by the University for the communication with students

4. **Power**

- i. The Sunway University Student Association has the same powers as an individual, but only subject to this Constitution.
- ii. The Association may only:
 - a) exercise its power; and
 - b) use its income and assets for the purposes listed in clause 2.
- iii. The Association cannot distribute any of its income or assets to members or students by way of profit.

5. **Membership**

- i. The members of the Association are the students of the University as defined in sub-clause 3 (iii)
- ii. The General Secretary must ensure that a register is kept in which will be entered:
 - a) the name of each member;
 - b) the iMail address of the member;
 - c) the date of becoming a member; and
 - d) in the case of former members, the date of ceasing to be a member.
- iii. Members must at all times comply with this constitution and the regulations.

- iv. Members are not liable to contribute to the debts and liabilities of the Association by reason only of their membership.
- v. The Association may discipline members in their capacity as members if there is any transgression against the Association or any of its elected members.

PART B: THE DIVISIONS

6. Names

Subject to agreement of the University and the Sunway University Student Council, the Sunway University Student Association includes the following as Divisions within the Association:

- i. Sunway University Postgraduate Society.
- ii. Other clubs and societies of Sunway University.

7. Status

The Association recognizes:

- i. The Sunway University Postgraduate Society as the body within the Association that represents postgraduate students.
- ii. Other clubs and societies of Sunway University that represent the undergraduate students.

8. Constitutions

- i. The constitutions of the Divisions may only be amended by the Divisions.
- ii. The Divisions do not require the approval of the Association to amend their constitutions.
- iii. The Association must not amend:
 - a) Part B;
 - b) any other provision of this constitution or the regulations so as to directly affect the powers able to be exercised by a Division.
- iv. Divisions may only approve the amendments to this Part by the same process required to amend their own constitutions.

PART C: EXTRAORDINARY GENERAL MEETINGS AND REFERENDA

9. Convening

- i. The Sun-U SC may by resolution convene an extraordinary general meeting of the Association.
- ii. The Sun-U SC must convene an extraordinary general meeting if petitioned by at least 100 students.
- iii. The Sun-U SC must by resolution set the date, place and agenda of each extraordinary general meeting.

10. Time and Place

- i. Extraordinary general meetings may only be held on an academic day at the University.
- ii. If an extraordinary general meeting has not finished by one hour, any motion under debate must immediately be put to the vote unless a motion is passed to extend the meeting for 15 minutes by 2/3 of those present, with a total extension of not more than 2 hours. Upon there being no further extension of the meeting, the motion must be immediately put to vote and then the meeting declared closed.

11. Agenda

- i. The preliminary agenda for an extraordinary general meeting must be posted on the Association notice-board at least two (2) days before the meeting.
- ii. The final agenda must be:
 - a) posted on the Association notice-board at least one hour before the meeting; and
 - b) distributed to students before the meeting.
- iii. No substantive motions may be added to the agenda later than two (2) days before the meeting.

12. Notice

- i. At least 6 academic days' notice of the date, time and place of extraordinary general meetings must be given to students by:
 - a) notice posted throughout the University campus; and
 - b) any other means deemed necessary by the Sun-U SC.
- ii. An urgent extraordinary general meeting may be held without the notice required by sub-clause 12(i) [a] or a preliminary agenda in accordance with sub-clause 11(i), if petitioned by a least 300 students.

13. Quorum

- i. There is no minimum quorum for an extraordinary general meeting.
- ii. Decisions of extraordinary general meetings are only binding for the purpose of clause 17:
 - a) In the case of:
 - 1. urgent extraordinary general meetings under sub-clause 12(ii);
 - 2. removal from office under sub-clause 35(i){1}; and
 - 3. the passing of a special resolution under sub-clause 49(ii), if at least 150 students present vote in favour.

14. Chairing

- i. The President is entitled to chair extraordinary general meetings.
- ii. If the President is not present, or does not wish to chair the meeting (or part of the meeting), the Vice-President is entitled to chair.
- iii. If neither the President nor the Vice-President is present, or if neither wishes to chair the meeting, the Sun-U SC must appoint a chair.
- iv. The chair has a deliberative vote, but does not have a casting vote.

15. Voting

- i. Each student present at the extraordinary general meeting is entitled to one vote.
- ii. Voting is by show of hands or by any other means deemed suitable by those present at the meeting.
- iii. The declaration by the chair of the result of the voting as recorded in the minutes shall serve as conclusive evidence of that result.
- iv. If an equal number of votes are cast for and against a motion or amendment, the chair must declare the motion or amendment lost.

16. Student Referenda

- i. Decisions of student referenda override decisions of Sun-U SC meetings.
- ii. The Sun-U SC may by resolution passed by an absolute majority hold a student referendum.
- iii. The Sun-U SC must hold a student referendum if petitioned by at least 50% of students for the amendment of the constitution and 30% of students for other matters.
- iv. The Sun-U SC must by resolution set the dates, times and places of polling, and the question or questions to be raised.

- v. Each student is entitled to one vote.
- vi. Decisions of a student referendum are only binding for the purpose of cause 16 (including removal from office under sub-clause 35(i)[f]{2} and the passing of a special resolution under sub-clause 49(ii)) if at least 75% of students for the amendment of the constitution and 50% of students for other matters vote in the referendum.
- vii. The outcome of a student referendum is decided by an absolute majority.
- viii. Voting in a student referendum shall be by way of secret ballot.
- ix. The Campus Election Officer may make regulations for the conduct of student referenda.

17. Binding Decisions

- i. All office-bearers and members of the Association must give effect to the binding decisions of extraordinary general meetings and referenda.
- ii. Binding decisions of extraordinary general meetings remain binding until changed by a further binding decision of extraordinary general meeting or referendum.
- iii. Binding decisions of student referenda remain binding until changed by a further binding decision of a student referendum.

PART D: SUNWAY UNIVERSITY STUDENT COUNCIL

18. Responsibilities and Powers

- i. The Sunway University Student Council (Sun-U SC) is responsible for the management of the Association, subject to clause 17.
- ii. The Sun-U SC may exercise all powers of the Association on its behalf, subject to sub-clause 18(iii).
- iii. The Sun-U SC must not exercise its powers so as to interfere with the proper exercise of the powers of a Division.
- iv. Without limiting sub-clauses 18(i) and 18(ii), and with the approval of the University, the Sun-U SC is responsible for:
 - a) the acquisition and disposal of property for the purposes of the Association;
 - b) the employment of staff by or on behalf of the Association;
 - c) the expenditure and investment of the funds of the Association.
- v. Nothing in clause 29 overrides this clause.

19. Membership

The members of the Sun-U SC are:

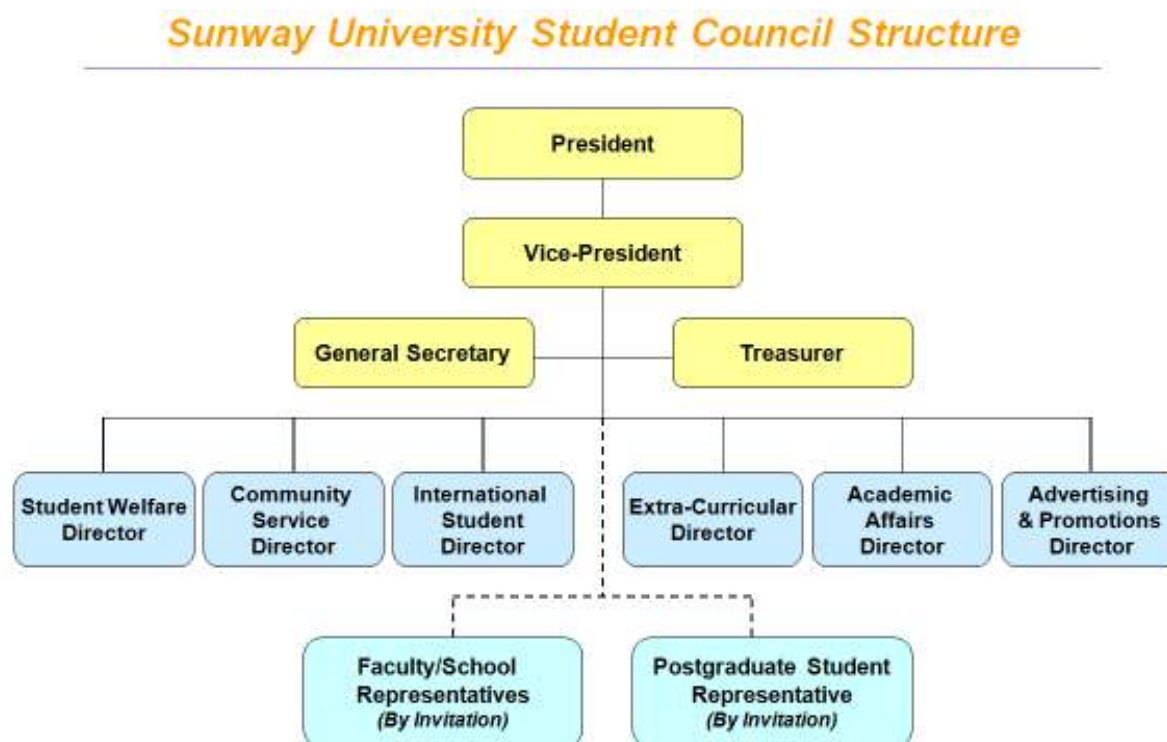
- i. The Executive Committee consisting of the President, Vice-President, General Secretary, Treasurer, Academic Affairs Director, Student Welfare Director, Community Service Director, International Students Director, Extra-Curricular Director and, Advertising and Promotions Director.
- ii. Not limiting to sub-clause 19(i), the Executive Committee can, at any appropriate time, co-op other student members to form sub-committee(s) or be team members of a Unit under an elected Director.
- iii. Where a faculty or school is not represented on the Sun-U SC, the students of that faculty or school may be invited to elect a representative to the Sun-U SC.
- iv. The Postgraduate Student Representative may be an invited member of Sun-U SC.

20. Meetings

- i. The Sun-U SC must meet at least eight times each year between April and December.
- ii. Meetings of the Sun-U SC may be convened by the General Secretary or by any five members of the Sun-U SC.
- iii. Meetings of the Sun-U SC are to be chaired on the same basis as extraordinary general meetings, subject to sub-clauses 20(iv) and 20(v).
- iv. Each member of the Sun-U SC present in person at the meeting has one vote, other than the chair.
- v. The chair has a casting vote only.
- vi. Minutes must be kept by the General Secretary and copies be given to Sun-U SC members within a week of the meeting and be made available to all Association members upon request.
- vii. The minimum quorum for a Sun-U SC meeting is 50 percent(%) + 1 of elected members present for its proceedings to be valid.
- viii. The President, General Secretary, Treasurer and Directors of Unit are to present progress reports at each Sun-U SC meeting.
- ix. Faculty/School representatives and the Postgraduate student representative may be invited to attend the meetings.
- x. The General Secretary must notify the Sun-U SC members of any meeting at least six (6) academic days in advance, via iMail.

21. Structure

- i. The organisational structure of the Sun-U SC shall be as follows:



PART E: THE UNITS UNDER SUNWAY UNIVERSITY STUDENT COUNCIL

22. Student Welfare Unit

A Student Welfare Unit shall be established by the Sun-U SC with a purpose and role as follows:

- i. Engaging in policy formulation, liaison, initiatives and action on any matter concerning the welfare of students, in particular the issues of safety on campus;
- ii. Providing a forum for the discussion of issues relating to student welfare;
- iii. Promoting the spread of knowledge of welfare issues amongst students on campus;
- iv. Organizing forums, guest speakers and debates on issues relevant to student welfare; and
- v. Considering, developing and recommending to the Association policies on welfare matters and issues of interest to students.
- vi. The Unit shall be headed by an elected office bearer, the Student Welfare Director.

23. Community Service Unit

A Community Service Unit shall be established by the Sun-U SC with a purpose and role as follows:

- i. Engaging in policy formulation, liaison, initiatives and action on any matters concerning community service.
- ii. Providing a forum for the discussion of issues relating to community service.
- iii. Promoting the spread of knowledge of community service amongst students on campus.
- iv. Organizing forums, guest speakers and debates on issues relevant to community service.
- v. Considering, developing and recommending to the Association on community service engagement and issues of interest to students.
- vi. The Unit shall be headed by an elected office bearer, the Community Service Director.

24. International Student Unit

An International Student Unit shall be established by the Sun-U SC with a purpose and role as follows:

- i. Organizing and engaging in social activities relevant to the international student community;
- ii. Engaging in policy formulation, liaison, initiatives and action for the international student welfare;
- iii. Liaising with the relevant committees in order to expand, develop and coordinate the range of cultural events for the international student community; and
- iv. Making recommendations to the Association on ways in which they could better coordinate its activities relevant to international student community.
- v. The Unit shall be headed by an elected office bearer, the International Student Director.

25. Extra-Curricular Unit

An Extra-Curricular Unit shall be established by the Sun-U SC with a purpose and role as follows:

- i. Organizing major social activities for Sunway University campus;
- ii. Organizing and promoting concerts, barbecues, balls, and clubs & societies recruitment week, and any other extra-curricular activities for students;
- iii. Liaising with the relevant committees in order to expand, develop and coordinate the range of cultural events and social activities for students; and

- iv. Making recommendations to the Association on ways in which they could better coordinate its activities relevant to cultural events and social activities for students.
- v. The Unit shall be headed by an elected office bearer, the Extra-Curricular Director.

26. Academic Affairs Unit

An Academic Affairs Unit shall be established by the Sun-U SC with a purpose and role as follows:

- i. Providing a forum for the discussion of issues relating to education;
- ii. Promote the spread of knowledge of educational issues amongst students;
- iii. Initiating and coordinating education campaigns, particularly with regard to access and equity for all students; and
- iv. Considering issues relating to the quality of education, student rights and the needs of specific groups of students, including off-campus students.
- v. The Unit shall be headed by an elected office bearer, the Academic Affairs Director.

27. Advertising and Promotions Unit

An Advertising and Promotions Unit shall be established by the Sun-U SC with a purpose and role as follows:

- i. To be responsible for all official promotion of the Association;
- ii. To co-operate with the other units, promoting activities and events sponsored, provided or endorsed by or through the Association;
- iii. After consulting with, and as directed by the President, to provide accurate and useful information about the Association and its services and policies to students, government, government agencies and the media; and
- iv. To maintain each of the following throughout the academic year:
 - a) official promotion of the Association election in accordance with the regulations;
 - b) official promotion of extraordinary general meetings and referenda in accordance with sub-clause 11(i) and the regulations;
 - c) production of publication during semester that promotes the Association services and up-coming events;
 - d) production of campaign material for the Association campaigns, and
 - e) media releases, as directed by the President.
- v. The Unit shall be headed by an elected office bearer, the Advertising and Promotions Director.

PART F: OFFICE-BEARERS

28. Office-Bearers

- i. The following office-bearers must be directly elected by and from students:
 - a) President
 - b) Vice-President
 - c) General Secretary
 - d) Treasurer
 - e) Academic Affairs Director
 - f) Student Welfare Director
 - g) Community Service Director
 - h) International Student Director
 - i) Extra-Curricular Director
 - j) Advertising and Promotions Director
- ii. The Association may by regulation establish other office-bearer positions to be directly or otherwise elected by students.
- iii. The Association may by resolution:
 - a) grant leave of absence to any office-bearer for a period of not more than 3 months;
 - b) elect a member of the Association to hold the position for that period.
- iv. Only members of the Sun-U SC directly elected by students are eligible to hold the positions of President and General Secretary.

29. Direction and Responsibilities

- i. The President:
 - a) is subject to the direction of the Sun-U SC;
 - b) is the official spokesperson for the Association; and
 - c) is responsible to the Sun-U SC for the day-to-day management of the Association including:
 - 1. providing leadership direction;
 - 2. publication of all public documents, except the official student publication; and
 - 3. has other responsibilities as determined by the Sun-U SC.
- ii. The Vice-President:
 - a) is subject to the direction of the Sun-U SC;
 - b) is responsible to oversee the overall Unit projects in/out of the University at the request of the Sun-U SC, or the President; and
 - c) must deputize for the President when required.

- iii. The General Secretary:
 - a) is subject to the direction of the Sun-U SC;
 - b) is responsible to the Sun-U SC for ensuring that the Association keeps proper records, including minutes of all meetings;
 - c) has the responsibilities specified under this constitution; and
 - d) has other responsibilities as determined by Sun-U SC.
- iv. The Treasurer:
 - a) is subject to the direction of the Sun-U SC;
 - b) is responsible to the Sun-U SC for ensuring that the Association keeps proper financial records, including:
 - 1. the day-to-day management of the funds of the Association; and
 - 2. true and fair accounts;
 - c) has the responsibilities specified under this constitution; and
 - d) has other responsibilities as determined by the Sun-U SC.
- v. The Directors of Unit:
 - a) are subject to the direction of, and have the responsibilities determined by the Sun-U SC; and
 - b) are responsible for leading and the proper management of each Unit as specified in the Constitution.

PART G: ELECTIONS

30. Application

- i. In this constitution, 'Association election' means an election for a Sunway University Student Association body, subject to sub-clause 30(ii).
- ii. This Part, other than sub-clause 31(ii) and clause 36, does not apply to the Divisions.
- iii. The Divisions must provide in their constitutions or by regulations for the matters that are the subject of this Part.

31. Conduct

- i. The Sun-U SC must make regulations for the conduct of the Association elections.
- ii. All the Association elections will be conducted by secret ballot.
- iii. Office-bearers, i.e. members of the Sun-U SC, are directly elected by students.
- iv. The Annual General Election must be held over at least 5 academic days.

32. Campus Election Officer

- i. The Annual General Election will be coordinated by the Campus Election Officer and an Assistant Officer.
- ii. If assistance is sought by Sun-U SC, the Campus Election Officer and the Assistant Officer may be staff of the Student Services Department of Sun-U.
- iii. During the period of elections, the Campus Election Officer's decision will be final pertaining to any issues relating to nominations, candidates and the running of elections.
- iv. The Campus Election Officer with the agreement of the Assistant Officer may declare an election null and void with the approval of the Director of Student Services Department of the University and only upon showing due cause.

33. Eligibility to Stand and Vote

- i. All students may stand in the Association elections, except for:
 - a) students who are full-time staff of the University; and
 - b) office-bearers who have ceased to be enrolled students of the University, and to whom the definition of 'student' in sub-clause 3(iii) does not apply.
- ii. All students may vote in the Association elections.
- iii. Sub-clauses 33(i) and 33(ii) do not prevent this constitution or the regulations from limiting the eligibility to stand and vote in particular elections to a specified group or groups of students.

34. Term of Office

- i. Office-bearers and members of the Association bodies elected at the annual general elections hold those positions from April to the following March, subject to sub-clause 35(i).

35. Vacancies

- i. The position of an office-bearer or member of an Association body becomes vacant when the person holding the position:
 - a) delivers a signed resignation to the General Secretary (or, in the case of the General Secretary, to the President);
 - b) ceases to be a student;
 - c) becomes a full-time member of the staff of the University;
 - d) cannot give effect to the binding decisions of extraordinary general meetings and referenda in accordance with sub-clause 17(i);
 - e) in the case of Sun-U SC members, is removed by a resolution passed by absolute majority on the ground that:

1. the member has without prior leave of the body failed on three (3) consecutive occasions to attend within 45 minutes of the time specified for the commencement of a meeting; or
 2. the member has been certified by a registered medical practitioner to be incapable of carrying out the responsibilities of the position because of injury or illness;
- f) is removed by binding decision of:
1. an extraordinary general meeting in accordance with sub-clause 13(ii)[a];
 2. a student referendum in accordance with sub-clause 16(vi); or
- g) is deceased.
- ii. The position of a person nominated or appointed to the Association body becomes vacant if the person or body making the nomination or appointment withdraws it.
- iii. Vacancies must be filled within 30 academic days:
- a) in the case of office-bearer position directly elected by students – by a by-election being held, subject to sub-clause 35(v);
 - b) in the case of other elected position – in accordance with the regulations; or
 - c) in the case of positions that are not elected – by another nomination or appointment being made.
- iv. If a vacancy occurs within three (3) months before the annual general election, the Sun-U SC may appoint a person to fill the vacancy.
- v. Persons filling vacancies hold those positions for the remainder of the term of office, subject to this clause.

36. Validation

Even if it is later found that a person who has acted as an office-bearer or member of an Association body was not properly elected, the validity of:

- i. the acts of that person as an office-bearer or member of an Association body; and
- ii. the decisions of meetings of Association bodies in which that person has participated shall not be affected.

PART H: FINANCIAL AND LEGAL

37. Sources of Funds

The funds of the Association may be derived from:

- i. a budget allocated by Student Services Department of Sun-U; and
- ii. any other sources approved by the Sun-U SC which abides to the Rules & Regulations of Sun-U.

38. Financial Year

The financial year of the Association shall be to the same as the University's financial year.

39. Budget

- i. The Association may only spend money in accordance with a budgeted amount allocated by the Student Services Department of Sun-U or funds raised from other sources.
- ii. The Executive Committee of Sun-U SC may only adopt an expenditure budget if:
 - a) it has considered a draft budget prepared by the Treasurer;
 - b) it is satisfied that the Treasurer has considered the draft budgets for each Unit under Sun-U SC.
- iii. Divisions of the Association shall manage their funding in accordance to their own constitutions.

40. Management of Funds

- i. The Sun-U SC is responsible for the management of the funds of the Association.
- ii. The Sun-U SC must ensure that true and fair accounts of the Association are kept.
- iii. Money received must be lodged with the University's Financial Services Department which shall be responsible for holding the funds.

41. Audit

- i. The Sun-U SC must appoint a qualified accountant as auditor of the Association if and when required.
- ii. The auditor must audit the accounts of the Association:
 - a) for submission to the annual general meeting in accordance with sub-clause 48(ii);
 - b) not more than seven (7) months after the last audit under sub-clause 41(ii)[a] was conducted; and
 - c) whenever so requested by the President or the General Secretary or by the Sun-U SC by resolution.
- iii. All members of the Association must promptly provide any records, information or explanation requested by the auditor.

42. Records

- i. The Sun-U SC must provide for the safe keeping of the records of the Association.
- ii. The Sun-U SC must by regulation determine:
 - a) whether members are entitled to inspect some or all of the records of the Association; and
 - b) on what conditions.
- iii. Notwithstanding sub-clause 42(ii), the Sun-U SC must ensure that up-to-date copies of this constitution and regulations are available for inspection by members at all times when the Association office is open.

43. Public Officer

- i. The President is the Public Officer of the Association for the purposes of the Societies Act.
- ii. If a vacancy occurs in the position of President, the Sun-U SC must appoint a member of the Sun-U SC to be the public officer until the vacancy is filled.

44. Common Seal

- i. The common seal of the Association may only be used if authorized by resolution of the Sun-U SC.
- ii. The use of the common seal must be witnessed by two members of Sun-U SC and one staff member of the Student Services Department of Sun-U by regulation or resolution.
- iii. The Sun-U SC may nominate a list of individuals or positions to be signatories for the Sun-U SC for the purposes of sub-clause 44(ii).
- iv. The Student Services Department of Sun-U shall provide for the safe keeping of the Association's common seal.

45. Minutes

- i. The Sun-U SC must ensure that minutes are to be kept of all extraordinary general meetings and meetings of the Association.

46. Publisher

- i. The Sun-U SC is the publisher of all material published by the Association.

47. Regulations

- i. The Sun-U SC may by resolution passed by an absolute majority make regulations to give effect to this constitution.

- ii. New regulations must promptly be published on the Association notice-board for at least 10 academic days, but the accidental failure to comply with this provision does not affect the validity of the regulations.

48. Annual General Meeting

- i. An Annual General Meeting of the members of the Association must be held each year in March or April.
- ii. The ordinary business of the Annual General Meeting is to consider the audited financial statements submitted to members in accordance with sub-clause 41(ii)[a], containing details of:
 - a) the income and expenditure of the Association during its last financial year; and
 - b) the assets and liabilities of the Association at the end of its last financial year.
- iii. The audited financial statements must be approved by the Sun-U SC before being submitted to the Annual General Meeting in accordance with sub-clause 48(ii).
- iv. The only other business that may be considered at the Annual General Meeting is a special resolution in accordance to clause 47.
- v. A report on the Annual General Meeting must be submitted to the University within four weeks from the Annual General Meeting.

49. Extraordinary General Meetings of Members

- i. Except for the Annual General Meeting, general meetings of the members of the Association may only be held for the purpose of passing special resolutions.
- ii. Special resolutions may only be put to a general meeting of members if authorized by a binding decision of:
 - a) an extraordinary general meeting in accordance with sub-clause 13(ii)[a]; or
 - b) a student referendum in accordance with sub-clause 16(vi).
- iii. The Sun-U SC must convene an extraordinary general meeting of members when required.
- iv. At least 21 days' notice of extraordinary general meetings of members must be given to each member of the Association.
- v. Notice of special resolutions must be given in accordance with sub-clause 49(iv).
- vi. Members are not entitled to vote by proxy at extraordinary general meetings of members;
- vii. The procedure at extraordinary general meetings of members is the same as for meeting of the Sun-U SC, subject to this clause.

- viii. When a special resolution is put to the vote at an extraordinary general meeting of members, members of the Association present may stand in favour, as provided under clause 13 and clause 15.

50. Amendment of Constitution

- i. A proposal of any amendment to this Constitution can be made at any Sun-U SC meeting after which:
- a) a written proposal must be presented to the Sun-U SC in a period of not more than five (5) weeks.
- ii. Failure to comply to sub-clause 50(i)[a] will invalidate the proposal to amend.
- iii. The proposed amendments, if accepted by the Sun-U SC will be tabled during an Extraordinary General Meeting for deliberation and voting.
- iv. When the amendments are put to a vote, at least two thirds of the members of the Sun-U SC must be present and with at least 150 students present vote in favour under sub-clause 13(ii)[a].
- v. The approved amendment shall then be submitted to the Director of the Student Services Department of Sun-U.
- vi. Amendments to this Constitution will only take effect with the approval of the Vice-Chancellor.

51. Property of Sunway University Student Association

- i. No property of the Association shall be sold, leased, mortgaged or otherwise disposed of without the approval of the Director of the Student Services Department of Sun-U.

PART I: ADVISORY BOARD

52. Membership

- i. An Advisory Board shall be established by the University to facilitate, advise and assist the Sun-U SC in its endeavors to achieve its purposes and objectives.
- ii. The members of the aforementioned Advisory Board shall consist of:
- a) Director of Student Services Department or nominee.
- b) Director of University Services or nominee.
- c) Two academic staff members who shall be nominated and invited by Sun-U SC.
- iii. The Advisory Board shall determine its terms of reference, in consultation with the Sun-U SC.

PART J: LAWS OF MALAYSIA

52. Education Act

- i. None of the procedures, responsibilities or powers embodied in this Constitution nor any of the activities that emerge from them, shall contravene the University & University Colleges Act 1971, the Education Act 1996 or the Private Higher Education Institutions Act 1996.
- ii. Where this Constitution or any amendment to it is in conflict with the Constitution of Sunway University as approved by the Director General of the Ministry of Higher Education, the Constitution of Sunway University shall be the final authority.