

**CONSTITUTION OF
THE PERSATUAN SAINS DAN TEKNOLOGI
KEADAAN PEPEJAL MALAYSIA
The Malaysian Solid State Science And Technology Society MASS**

Article 1 - Definition

1. The name of the association shall be the Persatuan Sains dan Teknologi Keadaan Pepejal Malaysia (The Malaysian Solid State Science and Technology Society) and hereinafter referred to in abbreviated form "MASS".
2. The registered address shall be c/o Jabatan Fizik, Fakulti Sains Fizis dan Gunaan, Universiti Kebangsaan Malaysia, 43600 Bangi Selangor Darul Ehsan.
The registered place of business of the association can be changed from time to time with the prior approval of the Registrar of Society.
3. Solid state science is the study of physical dan chemical phenomena associated with an assembly of atoms in the solid phase. An example is the research to explain how, below a certain temperature, electrons in certain solid ceramics can move among atoms without meeting any electrical resistance.
Solid state technology is the method of manufacturing and systematically utilizing solid materials, by virtue of their electrical, magnetic, optical or thermal properties, in the fabrication of devices primarily electronic devices.
An example is the process of making silicon chips and using them in integrated circuits.

Article II - Objects And Functions

The objects and functions of the "MASS" shall be:-

1. To promote the advancement and dissemination of knowledge related to the Science and Technology of Solid State.
2. To hold meetings, seminars, conferences and other activities and other activities pertaining to Solid State Science and Technology.

3. To provide a multidisciplinary platform such that academics and professionals could meet and interact.

Article III - Membership

1. Types of Membership:-

a. Ordinary Members or Life Members

Any person above the age of 21 years engaged in activities related to teaching, research, development and application in Solid State Science and Technology shall qualify for ordinary or life membership.

b. Student Members

Student Member shall be a person 17 years and above of age who at the time of application satisfies the Council of his/her good general education and is studying subjects related to solid state science and technology.

A student member shall transfer to the grade of Ordinary member after attaining the age of 21 years provided he or she is suitably qualified. A University or University - College student shall not become a member of the MASS without prior approval of the Vice-Chancellor/Director of the University or University-College concerned.

c. Associate Members

Any person above the age of 21 years who has received a general education relating to solid state science and technology approved by the Council shall qualify to be an Associate Member of the MASS.

2. Privileges of Membership

a. Ordinary members shall subjects to the provisions of this Constitution:-

- i. have the right to stand for election of the MASS, to nominate or second a candidate and to vote in the election of the MASS;
- ii. have the right to speak and vote at General Meetings of the MASS;
- iii. have the rights to inspect all records of the MASS provided two week's written notice of such intention has been given to the Council of the MASS.

b. Student Members/Associate Members shall:-

- i. have all rights, privileges and benefits of Ordinary Members except the right to vote at General Meetings or to contest, vote, stand for or sponsor a candidate at any elections of the MASS or to be appointed as member of the Council of the MASS, and
- ii. have such other rights, privileges and benefits as the Council of the MASS may from time to time decide.

3. Application for Membership

Every person eligible for membership under Article III Clause 1a., 1b. and 1c. Who is desirous of becoming a member shall be proposed and seconded by two existing ordinary members and shall be forwarded to the Honorary Secretary who shall, at the first convenient opportunity, submit to the Council for approval. The Council may at its discretion reject any application without assigning any reason therefor.

4. Subscriptions of Membership:-

The following entrance fees and annual subscriptions shall be payable by members upon registration and acceptance:-

	Entrance Fee	Annual Subscription
Ordinary Members	RM10.00	RM30.00
Associate Members	RM10.00	RM20.00
Student Members	RM10.00	RM10.00
Life Members	RM10.00	RM300.00

Annual subscriptions shall be payable in advance on 1st January of each year.

5. Forfeiture and Resignation

- a. Any member whose subscription is three months in arrears shall, subject to the discretion of the Council, be liable to forfeiture of all rights, privileges and benefits of the membership of the MASS until such subscription is paid or recovered.
The Council may suspend/terminate the membership of any member whose subscription is two years in arrears.
- b. A person shall cease to be a member of the MASS on the receipt by the president or Honorary Secretary of the MASS of his/her written resignation.

Article IV - Administration

1. The administration of the MASS shall be managed by a Council.
2. Composition
 - a. The Council shall consist of the President, the Vice President, the Honorary Secretary, the Assistant Honorary Secretary, the Honorary Treasurer, the Assistant Honorary Treasurer and there shall be not less than six nor more than twelve ordinary council members.
 - b. The Council Members shall be elected at an Annual General Meeting for a two-year term and shall be eligible for immediate re-election.
 - c. The Council Members and officers performing executive function in the MASS shall be Malaysian Citizens.
3. Duties of the Council
 - a. The Council shall be responsible for carrying out the general policies of the MASS laid down by the members of the MASS at its General Meetings.
 - b. The Council shall manage the property and affairs of the MASS in accordance with the provisions of the Constitution. It shall direct the investment and care of the funds of the MASS, and take measures to advance the objectives and interest of the MASS.
 - c. The fiscal year for the MASS shall be from January 1 to December 31.
4. Powers of the Council

The Council shall have the powers to:-

- a. make or repeal or vary from time to time any Standing Orders for the proper administration of the MASS within the provisions of the Constitution of the MASS.
 - b. give provisional decision upon issues relating to the MASS that may arise between General Meetings where this Constitution is silent as to the authority to decide on such issues;
 - c. appoint members of Standing Committee or Special Committee and exercise direct control over all such committees;
 - d. employ such employees of the MASS as and when deemed necessary to assist in the administrative, clerical and manual duties of the MASS and to discharge such employees;
 - e. co-opt ordinary members of the MASS to attend its meeting. Such co-opted persons may take part in the discussion but shall not have the right to vote.
5. The Council shall meet at least once every 3 months and 14 days notice of each meeting shall be given to the Members.
The President acting alone or not less than three of the Members acting together may call for a meeting of the Council to be held at any time. A least one half of the Council Members must be present for its proceedings to be valid and to constitute a quorum.

Article V - Duties And Power of Office Bearers

1. The President/The Vice-President
 - a. The President shall preside at all general meetings of the MASS and meetings of the Council. He shall have a second or casting vote and shall sign the minutes of each meeting at the time they are approved.
 - b. The President shall have the right to call meetings of the MASS and of the Council.

- c. The President shall, together with the Honorary/Treasurer, sign all cheques or withdrawal notices on the funds of the MASS on behalf of the MASS.
 - d. The President together with the Honorary Treasure shall countersign all bills presented to the MASS.
 - e. The Vice-President shall act for the President in his absence and shall succeed the President in the event of the latter's office falling vacant.
2. The Honorary Secretary/The Assistant Honorary Secretary
- a. The Honorary Secretary shall convene all meetings and prepare minutes of such Meetings for presentation to the subsequent meeting.
 - b. The Honorary Secretary shall have charge of all records, documents and papers of the MASS except its accounts and financial records and shall conduct the correspondence of the MASS.
 - c. The Honorary Secretary shall, in the absence of the President and the Vice-President, sign all cheques and withdrawal notices of the Funds of the MASS together with Honorary Treasurer of the MASS.
 - d. The Assistant Honorary Secretary shall assist the Honorary Secretary in carrying out his duties and shall act for him in his absence.

3. The Honorary Treasurer/The Assistant Honorary Treasurer

- a. The Honorary Treasurer shall be responsible for the finances of the MASS. He shall keep accounts of all its financial transactions and shall be responsible for their correctness. He shall, in conjunction with the President or the Honorary Secretary sign all cheques on behalf on the MASS.
- b. The Assistant Honorary Treasurer shall assist the Honorary Treasurer in carrying out his duties and shall act for him in his absence.

Article VI - General Meeting

1. The Supreme authority of the MASS shall be vested in the General Meetings of its Members.
2. General Meetings of the MASS shall be convened by the Honorary Secretary of the MASS and shall be:
 - a. The Annual General Meetings of members only, and
 - b. The Extraordinary General Meetings of members only.
3. The Quorum of an Annual General Meeting or Extraordinary General Meetings shall be one half on the total members or twice the total number of the Council Members, whichever is the lesser.
4. In the event of a quorum not being present within thirty minutes of the hour fixed for commencement of an Annual General Meeting, another meeting shall be called within three weeks, but not earlier than 72 hours after the postponement where, irrespective of the number of ordinary members present, the business fixed for the previous meeting shall be considered. No alteration of the agenda shall be made during the postponement.
5. In the event of a quorum not being present within thirty minutes of the hour fixed for the commencement of an Extraordinary Meeting, the Meeting shall be cancelled and no meeting shall be requisitioned for the same purpose until the lapse of at least three months from the date thereof.

6. The Annual General Meeting

- a. The Annual General Meeting shall be held not later than the end of June of each year.
- b. Preliminary notice of the Annual General meeting stating the date, time and place of the meeting and calling for motions for discussion shall be sent by the Honorary Secretary to all members of the MASS not later than four weeks before the date fixed for the meeting.

- c. Motions for discussion shall be made in writing to the Honorary Secretary not less Than two weeks before the time of meeting.
- d. The business of the Annual General Meeting shall include to receive and approve the minutes of the last General Meetings; the Annual Report; the Audited Statement of Income and Expenditure and the Balance Sheet of the MASS's account and to deliberate on any matter of which notice to the Honorary Secretary at least two weeks before the meeting.
- e. The Honorary Secretary shall send to all members of the MASS an agenda as stated in Article - VI Clause 6d. not later than seven days before the Annual General Meeting.

6. Extraordinary General Meeting

The Extraordinary General Meeting shall be convened on the instruction of the President or on the instruction of not less than six members of the Council or on the written application to the Honorary Secretary of the MASS of at least thirty members of the MASS together with a statement of the purpose for which the meeting is desired.

Notice for the Extraordinary General Meeting shall be circulated to the members of the MASS at least twenty one days before such meeting.

Only the matter for which such an Extraordinary General meeting is called shall be on the agenda.

Article VII - Election of Council Members

The members of the Council shall be elected every 2 years at the Annual General meeting. The tenure of office of the Council Members shall be for two years from the date of its election to office. All members of the Council shall be eligible for re-election to office.

Article VIII - Amendments to the Constitution

- 1. Any amendment to or revocation of the Constitution shall be made only at the Annual General Meeting of the MASS and shall be forwarded to the Registrar or Societies within 28 days. Such amendments or revocation

shall take effect from the date of their approval by the Registrar of Societies.

2. Amendments to or revocation of the Constitution can be proposed by the Council or by not less than twenty ordinary members signing a written petition to the Honorary Secretary. Petitions for a proposed amendment or revocation of the Constitution shall be presented to the Honorary Secretary not less than fourteen days in advance of the date of the Annual General Meeting.
3. Amendments or revocation of the Constitution shall be carried only if at least 2/3 of the total number of ordinary members of MASS present in an Annual General meeting voted in favour of them.

Article IX - Financial Provisions

1. One or more persons, who shall not be office bearers of the MASS, shall be appointed by the Annual General meeting as Honorary Auditors. They shall hold office for one year only and shall not be reappointed consecutively for the year following.
2. The Auditor/Auditors shall be required to audit the account of the MASS for the year, and to prepare a report or certificate for the Annual General Meeting. They may also be required by the President to audit the accounts of the MASS for any period within their tenure of office at any date, and to make a report to the Council.
3. The Honorary Treasurer may hold a petty cash advance not exceeding \$100 at any one time. All money in excess of this sum shall within seven days be deposited in a bank approved by the Council. The bank account shall be in the name of the MASS.
4. No expenditure exceeding \$500 at any one time shall be incurred without the prior sanction of the Council and no expenditure exceeding \$1000 on any one month shall be incurred without prior sanction of a general meeting. Expenditure below \$500 can be approved by the President or Secretary or Treasurer.

Article X - Dissolution

1. The MASS may be voluntarily dissolved by a resolution of not less than 3/5 of the total ordinary members.
2. In the event of the MASS being dissolved as provided above, all debts and liabilities legally incurred on its behalf shall be fully discharged and the remaining funds shall be disposed of in such a manner as may be decided upon by a general meeting.
3. Notice of the dissolution must be sent to the Registrar of Societies within 14 days.

Article XI - Prohibition

- a. Neither the Association nor its affiliates shall attempt to restrict or in any other manner interfere with the trade or prices or engage in Trade Union activities as defined in the Trade Union Act 1959.
- b. The Association shall not hold any lottery, whether confined to its members or not, in the name of the Association or its office-bearers or Management Committee Members.