

CONSTITUTION OF
THE ASIA-PACIFIC NETWORK FOR MORAL EDUCATION

Amended and restated on the 15th June 2012 and 29th April 2018

The Association brings together from within the Asia-Pacific region a focused group of educationists of various disciplines to facilitate in-depth discussions, the sharing of perspectives and the exchange of ideas with regard to teaching and learning in the areas of moral education, values education and citizenship education.

Name and Address

1. The name of the Association shall be “The Asia-Pacific Network for Moral Education” (“the Association”) and its acronym “APNME”.
2. The address of the Association shall be in Hong Kong at premises decided upon by the Committee.

Aims, means of their achievement and scope of activities

3. The Association shall be a not-for-profit organisation and shall have the following aims and purposes:
 - 3.1 To advance education with particular regard to moral education, values education and citizenship education (all three being hereinafter referred to, for the sake of convenience only, as “moral education”);
 - 3.2 To generate interest in and awareness of the theory and practice of moral education;
 - 3.3 To identify, reflect and deliberate on and address moral issues and values questions faced by educators and students in the Asia-Pacific region;
 - 3.4 To help educationists in particular and people in general think about and reflect on the values and moral considerations that can and should guide education and educationists, specifically with regard to Asia-Pacific contexts;
 - 3.5 To conduct local and regional seminars, conferences and workshops on moral education and participate in and be represented at relevant events internationally;
 - 3.6 To serve as a network for the sharing and exchange of ideas, perspectives, experiences, practices, research and teaching and learning resources with regard to moral education;
 - 3.7 To promote, develop and support moral education through cooperation and the establishment of collaborative relationships among individuals, institutions and organisations working in this field, with particular reference to the Asia-Pacific region but not limited to it;
 - 3.8 To publish, and contribute to the development of, educational publications, materials, research and case studies for use in the Asia-Pacific region and for the systemisation and diffusion of knowledge about moral education;
 - 3.9 To facilitate the implementation of joint projects regarding moral education including research, teacher training, curriculum development, the preparation, dissemination and pilot testing of educational material and methodologies and other relevant activities; and
 - 3.10 To offer policy advice and technical support to interested parties with regard to moral education.
4. To attain its aims, the Association may:
 - 4.1 hold, conduct, organise and participate in conferences, meetings, discussions, fora, courses, seminars, workshops and dialogues to present, consider and learn about various facts, views, opinions and issues affecting moral education and/or education generally;
 - 4.2 generate interest in and awareness of moral education generally by printing, publishing, distributing and otherwise disseminating materials, including through the hosting of a website;
 - 4.3 serve as spokesperson for its members and present their views and recommendations to relevant governmental or other authorities and to the public in general;
 - 4.4 undertake and encourage research, enquiry, debate, experimentation and evaluation regarding education and to publish and otherwise make known the results thereof;
 - 4.5 establish and support, and to aid in the establishment and support of, and to contact, liaise, exchange ideas and information and co-operate with and participate in the activities of any other body or association whose aims are similar or in part similar to the aims of the

- Association or the establishment or promotion of which may be beneficial to the Association, and to become a member of such bodies or associations; and
- 4.6 do all such other things as are necessary for or conducive to the attainment of the above aims.

Funds

- 5.1 The Association's resources shall be derived from membership fees and other amounts payable by the Association's members (should the Committee decide that these be payable), conference fees and the surplus (if any) from conferences or other events, sale proceeds or royalties in respect of the Association's publications and voluntary donations and contributions.
- 5.2 All resources of the Association shall be used in conformity with the Association's purposes and its Constitution. Neither the income nor any of the assets of the Association may be distributed among the members of the Association.

Membership

- 6.1 Membership of the Association is open to any educationist who is over 18 years of age and is willing to abide by the Constitution of the Association and wishes to support, benefit from or participate in the Association's objectives and activities. In applying for membership, an applicant shall submit to the Association his or her name, address, institutional or organisational affiliation and position, contact details and such other information as the Committee may reasonably require. He or she shall become a member ("Member") when his or her application is approved by the Committee. There shall be no restriction on the number of Members.
- 6.2 Every Member shall have the right to receive notice of a General Meeting of the Association by email, or by receiving access to a website designated for this purpose, and to vote thereat.
- 6.3 Every Member shall abide by the Constitution for the time being of the Association and by resolutions and decisions of General Meetings of the Association.
- 6.4 Membership fees, if any, shall be decided upon by the Committee. The Committee shall also be authorised to waive or reduce membership fees or other amounts payable by Members, including conference fees.
- 6.5 A Member may at any time resign from the Association by giving to the Chairperson or Secretary notice in writing of his or her wish to do so. However, the Chairperson or Secretary may, if he or she deems fit, accept a Member's oral resignation. A Member may be deemed by the Committee to have resigned if he or she has not actively participated in the affairs of the Association for a period of three consecutive years.
- 6.6 The Committee may expel from membership of the Association any Member who wilfully disobeys any provision of the Constitution or any resolution or decision of the Association or who conducts himself or herself in a manner that renders him or her unfit, in the opinion of the Committee, to be a Member. However, before expelling him or her, the Committee shall request an explanation of his or her conduct and shall hear what he or she may wish to say in his or her defence.

Authority and Management – the Committee

7. The Members in General Meeting shall be the ultimate authority regarding the Association but the management of the Association shall be entrusted to a committee, ("Committee") consisting of a Chairperson, Secretary and Treasurer, as required office-holders, as a minimum, and up to nine other members. In addition to the foregoing, the Chair of the Local Organising Committee of the next Conference of the Association (or other person nominated by the host institution thereof) shall, if not already a member of the Committee, be an ex officio member of the Committee from the first meeting of the Committee after the preceding Conference until the closing of such Conference. Any member of the Committee ("Committee Member") may be removed by resolution of a General Meeting of the Association.

The Committee – Election and membership

- 8.1 The Association shall elect the Committee Members from among the Members. Any Member wishing to become a Committee Member (a “Candidate”) and who has been a Member for at least one year and attended at least one APNME conference shall indicate his or her willingness in this regard to the Committee within ten days of the Committee announcing that candidates to become a Committee Member are being sought. A Candidate shall state why he or she wishes to be elected and the area of work of APNME that he or she wishes to be involved with or contribute to and may specify any office or deputy office that he or she is prepared to hold. Each Candidate must be supported by a proposer and seconder who have also been active Members for at least one year and shall provide their names; proposers and seconders may, if they wish, provide a statement of the reasons for their support of a Candidate. The Committee shall review the documentation provided by Candidates to ensure that it is in order and circulate the names and statements of all such Candidates to all Members, together with the names of and any statements of support by their proposing and seconding Members. The Committee shall make suitable arrangements for an email ballot by all Members to elect the Committee, provided that no ballot need be held if the number of Candidates does not exceed the number of vacancies on the Committee. The Committee shall specify the date with effect from which successful Candidates will hold office, which will normally be the date of the Annual General Meeting of the Association for the year in question. The Committee, including Candidates duly so elected, shall then elect from amongst the Committee Members a Chairperson, Secretary and Treasurer. It is expected, although not a requirement, that any Chairperson shall have been a Committee Member for at least a year before becoming Chairperson. Once elected, Committee Members may also, if they so decide, elect from among themselves a Deputy Chairperson, Deputy Secretary and Deputy Treasurer, or other office-bearers or nominated positions of responsibility. The Committee may from time to time agree on a rotation of offices amongst Committee Members. All changes in Committee Members shall be communicated to Members.
- 8.2 The Committee shall, subject to Articles 7 and 8, hold office for a period of three years from the effective date of becoming a Committee Member provided that any Committee Member may at any time resign therefrom by giving to the Chairperson and Secretary notice in writing of his or her wish to do so. Committee Members shall be eligible for re-election, subject to the proviso that membership of the Committee shall be limited to two consecutive periods of three years. Following such two consecutive periods, and a further period of three years absence from the Committee, a former Committee Member shall again be eligible for election to the Committee. For the purposes of this Article only a “year” shall mean the period between the Annual General Meeting of one year and the Annual General Meeting of the following year.
- 8.3 The Committee shall meet as regularly as they see fit but normally at least three times each year and three Committee Members shall constitute a quorum. At least three days’ notice of Committee meetings shall be given unless all the Committee Members shall consent to shorter notice or in the case of an emergency. In between meetings Committee Members shall consult each other on matters which arise requiring attention before the next Committee meeting.
- 8.4 If a Committee Member is absent from three successive Committee meetings without a justifiable reason, such Committee Member shall be deemed to have resigned from the Committee by virtue of such non-attendance.
- 8.5 If the office of Chairperson, Secretary or Treasurer becomes vacant due to the death, resignation or removal from office of the holder thereof, the remaining Committee Members shall constitute a legitimate Committee and such vacancy shall be filled by the Committee from amongst the remaining Committee Members.
- 8.6 No Committee Member shall become an employee of the Association or be entitled to receive from the Association any fees, remuneration or benefit in money or money’s worth. Committee Members may, however, be reimbursed for travel, accommodation, food and other expenses reasonably and actually

incurred with the approval of the Committee in furthering or attempting to further the objects of the Association and be indemnified by the Association under Article 14.2.

Power and Responsibilities of Committee

- 9.1 The Committee shall have power:
1. generally to manage and attend to the affairs of the Association in accordance with the Constitution and decisions of the Association in General Meeting;
 2. to form from amongst its members an Executive Committee to which it may delegate any of its powers for the better and more convenient running of the affairs of the Association, and an Overall Conference Committee for each conference to which it may delegate any of its powers with regard to conferences or major meetings of the Association, including the formation and membership of a Programme Committee and Local Organising Committee (or other committees) from amongst the Members and representatives of the local host institution; and
 3. to authorise the formation from amongst the Members of working groups, task forces or sub-committees to act with regard to any specific project, task or purpose within the objects of the Association, also appointing a chair or convenor for all meetings of any such group (normally a Committee Member) who will report to the Committee with regard thereto.
- 9.2 The Chairperson, who shall be Chairperson of the Association as well as of the Committee, shall represent the Association, direct the various officers of the Committee in their work, take overall charge of the work of the Association and preside over all meetings.
- 9.3 The Secretary shall attend to all the secretarial work of the Association, keep its documents under safe custody and compile the agenda and record the minutes of all meetings. He or she shall maintain and keep up-to-date, whether in physical form or electronically, including on a website, a Register of Members and records and books regarding the Association's affairs and meetings.
- 9.4 The Treasurer shall take charge of the financial affairs of the Association and have overall responsibility for the proper running of the Association's financial affairs, including income and expenditure. He or she shall compile and keep records and statements or books of accounts as may be required to maintain an accurate record of the Association's financial position and activities and, in particular, with respect to:
1. all sums of money received and expended by the Association and the matters in respect of which the receipt and expenditure takes place;
 2. all sales and purchases of goods and assets by the Association; and
 3. the assets and liabilities of the Association.
- 9.5 The Treasurer shall also compile an annual statement of accounts which shall be submitted to the Committee for approval in advance of the next Annual General Meeting. Following their approval by the Committee and signature by the Chairperson and Treasurer, the Committee shall submit the Association's annual accounts to the Annual General Meeting for approval and adoption.
- 9.6 Unless and until otherwise decided by the Committee, the Association's financial year shall be from 1st January to 31st December.
- 9.7 All funds of the Association shall be deposited in an account of the Association with a bank designated by the Committee with the exception of a small float of cash for petty disbursements, of which proper account shall be kept.
- 9.8 All cheques of the Association or other instructions to the Association's bankers shall be signed by two Committee Members.
- 9.9 The joint signatures of any two Committee Members in implementation of a resolution or decision of the Committee or Executive Committee shall in all other circumstances be sufficient to commit and bind the Association.

9.10 Other Committee Members shall have such duties as may be assigned to and accepted by them.

General Meetings of the Association

10.1 An Annual General Meeting of the Association shall be held annually (normally at the time of the APNME conference) and shall be convened by the Chairperson. Members shall be notified of the meeting at least one week and preferably one month in advance in writing by post, or email or by the posting of a notice on a website designated for this purpose from time to time and advised to Members, unless all the Members shall consent to shorter notice. The quorum for the Annual General Meeting shall consist of ten Members and include non-Committee members. In the absence of a quorum, the meeting shall be adjourned and be convened again the next day. At this adjourned meeting, any number of Members present shall constitute a sufficient quorum.

10.2 In case of need, the Chairperson may also convene an Extraordinary General Meeting of the Association. The provisions of these Articles regarding convening, quorum for and proceedings at an Annual General Meeting shall also apply to any such Extraordinary General Meeting.

10.3 Only the Association in General Meeting shall have the power to pass amendments to the Constitution (subject to Article 15) and to adopt the annual statement of accounts of the Association.

Proceedings at and provisions regarding meetings

11.1 Meetings of the Association and meetings of the Committee shall be chaired by the Chairperson or in the absence thereof, by the Deputy Chairperson or the Secretary or other appointee of the Chairperson for this purpose. The chairperson of any meeting shall be entitled to vote on any question, and, in the event of an equal division of votes, shall be entitled to a second or casting vote.

11.2 At meetings of the Association and at meetings of the Committee decisions shall preferably be made by consensus but in the absence thereof the chairperson of the meeting shall ascertain the decision of the meeting on any matter by a show of hands or by such other manner as he or she shall deem most convenient and the decision of the meeting shall be that approved of by over half of, respectively, all the Members or Committee Members present. Every Member shall be entitled to be present at meetings of the Association and, if he or she is a Committee Member, to be present at meetings of the Committee and, if present, to vote upon any resolution or question put to the meeting.

11.3 A Member shall not be allowed to vote at a meeting of the Association (nor a Committee Member at a meeting of the Committee) if any membership fees or other amounts are owed by him or her to the Association. Members and Committee Members may vote in respect of any matter in which they are in any way interested provided that the nature of such interest is declared to the meeting before voting.

11.4 The accidental omission to give notice of a meeting to, or the non-receipt of notice of a meeting by, any person entitled to receive notice thereof shall not invalidate the proceedings at that meeting.

11.5 Resolutions of the Committee may also be passed in written form signed by all Committee Members. Resolutions of the Association may also be passed in written form signed by all Members.

11.6 Meetings of the Association and meetings of the Committee may be held by telephone or using other means of telecommunication that enable all persons concerned to speak to and hear each other and a person who is able to speak to the meeting and be heard by it shall be deemed to be present thereat.

Honorary President

12 The Committee may from time to time invite a respected educationist, whether or not a Member, to be the Honorary President of the Association for an agreed period of time. The Honorary President may be invited by the Committee to attend meetings of the Association and Committee but shall not be

entitled to vote at any meeting (unless he or she is also a Member) and shall have no executive power in the management of the Association (unless he or she is also a Committee Member).

Advisory Board

13. The Committee may from time to time, invite an individual with appropriate and relevant experience that may be of benefit to APNME (who need not be a Member but shall not be a Committee Member) to be designated as a member of the APNME Advisory Board with a view to asking such individual to offer appropriate advice or suggestions. Any member of the APNME Advisory Board may be invited by the Committee to attend meetings of the Association and/or the Committee but shall not be entitled to vote at a meeting of the Association unless a Member and shall not be entitled to vote at a meeting of the Committee or have any executive power or involvement in the management of the Association.

Responsibility for Funds and Indemnity

- 14.1 The Chairperson, Treasurer and other Committee Members shall be held responsible, each in his or her respective capacity, for the Association's funds and assets and for any act that may contravene the provisions hereof or any resolution of the Association. Any debts of the Association not paid out of its assets shall be borne by all those persons who were the Committee Members at the time the debts were incurred. Subject to the foregoing, no Member or Committee Member shall have any responsibility for the debts and obligations of the Association.
- 14.2 The Association may indemnify any Committee Member in respect of any matter or eventuality arising out of the performance of his or her duties.

Amendments

- 15 This Constitution may be repealed or amended, or new Articles made, by the Association in General Meeting but any such repeal, amendment or new Article(s) shall not take effect unless and until the relevant regulatory approval, if any be required, has been granted.

Dissolution

- 16 The Association may be dissolved by decision of the Association in General Meeting. Any remaining assets of the Association upon its dissolution shall be donated to a local charitable organisation in Hong Kong deemed suitable for this purpose by the Association in General Meeting.

ADOPTED by the undersigned founding members first signing on this 30th day of May 2008 at The Chinese University of Hong Kong:

AMENDED AND RESTATED by the Association in General Meeting this 29th day of April 2018.