

Commission Charters

EESTEC LC Zurich

A commission of AMIV

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1. General

1.1. Name

The full name of the commission is “Electrical Engineering STudents’ European assoCiation Local Committee Zurich”.

The short name is “EESTEC LC Zurich”.

1.2. Founding

The commission was founded on 1986-10-16.

1.3. Definition

EESTEC LC Zurich is a commission of AMIV according to the AMIV statutes.

EESTEC LC Zurich is a member of the Electrical Engineering STudents’ European assoCiation (short EESTEC). To avoid confusion, it is called “EESTEC international” in this document.

1.4. Purpose

- The promotion and development of international contacts and exchange of ideas between students in technical fields across Europe.
- The organisation of events with international participation. Among others, workshops on current topics in the technical field and exchanges.
- The organisation of local events to promote cohesion within the commission and to recruit new members.
- The promotion of soft skills, for example organisational skills, teamwork and project planning.

2. Regulations

Superordinate to this document are

1. AMIV regulations
2. EESTEC international regulations

Subordinate to this document are

1. EESTEC LC Zurich Rules of Procedure (RoP)

2.1. Rules of Procedure (RoP)

The RoP define all further EESTEC LC Zurich regulations.

The RoP are subordinate to AMIV regulations and EESTEC international regulations.

The commission and all its members have to abide by the RoP.

The RoP are set by EESTEC LC Zurich itself, through processes defined in the RoP.

2.2. Changing the Commission Charters

The EESTEC LC Zurich commission charters can be changed according to the AMIV statutes (The AMIV general assembly votes on commission charters).

3. Members and Board

3.1. Membership

Every member of AMIV can become an ordinary member.

Members of other VSETH department associations may become ordinary members, if there is an agreement between the corresponding association, AMIV and EESTEC LC Zurich.

Individuals can be accepted as ordinary members according to the RoP.

Non-ordinary memberships may be defined in the RoP.

3.1.1. Exclusion

Members may be excluded according to the AMIV statutes.

3.2. Board

3.2.1. Composition

The board consists of at least

- Chairperson
- Treasurer
- Contact Person (CP)

One person may hold multiple positions.

Further positions may be defined in the RoP.

3.2.2. Election

The chairperson and treasurer are voted on by the AMIV general assembly. The member meeting suggests one candidate each.

If necessary, the AMIV Board may elect an interim chairperson and treasurer of the commission irrespective of the rotation of the AMIV general assemblies. The interim candidates are proposed by the member meeting.

The rest of the board is voted on by the member meeting according to the RoP.

3.2.3. Duties

The board represents the commission externally.

Reporting

According to AMIV statutes.

(AMIV statutes: The chairperson informs the board of AMIV or the responsible member of the board of AMIV about the commission's work on an ongoing basis. At the end of each semester, the chairperson submits a report on the activities of the commission to AMIV's general assembly. The report must be submitted no later than 14 days before the general assembly.)

Finances

The chairperson and treasurer ensure that the funds are used in accordance with the purpose and regulations of the commission.

Contact with EESTEC international

The Contact Person (CP) is the official contact person towards EESTEC international. He forwards relevant information to the EESTEC LC Zurich board.

4. Finances

4.1. Financing

The commission is partly financed by funds allocated to it by the AMIV general assembly. All funds may be used exclusively towards the purpose of the commission as given in its statutes. The Commission itself is responsible for the procurement of further funds.

4.2. Accounting

The Commission does not have its own accounting.

The requirements of the AMIV statutes and their appendices are to be applied.

In the event of dissolution of the commission, all assets of the commission shall be transferred to AMIV. The commission members have a right of preemption in the event of dissolution.

4.3. Budget

The commission has its own internal budget. Details are specified in the RoP.

The AMIV board may inspect it at any time.

4.4. Authority to Sign

The provisions of the statutes and financial regulations of AMIV apply.

5. Decision Making

The member meeting (which is the commission assembly) is the highest decision-making body.

Its decisions must be recorded in minutes with a brief justification.

These minutes are to be made available to the board of AMIV.

6. Final Clause

6.1. Cooperation

The commission strives for active cooperation and communication with the AMIV board and other AMIV commissions.