

Wing Chun Martial Arts Society

The Hong Kong University of Science and Technology Student's Union

Constitution

Revised: 12 June, 2017

Section 1: General

Article 1: Name

The full name of the club is "Wing Chun Martial Arts Society, HKUSTSU" in English and "香港科技大學學生會詠春國術學會" in Chinese.

Article 2: Objectives

1. To provide a media for the students to know more about Chinese martial arts
2. To foster students' interest in Chinese martial arts
3. To promote the general welfare and privileges of members

Article 3: Official Language

English and Chinese, enjoying equal status, shall be the official languages of the Club.

In case of any discrepancy produced, the interpretation shall rest on the Chinese edition.

Section 2: Membership

Article 1: Eligibility

Full membership: Only Full Members of the Students' Union, with payment of three-years fee, shall be eligible to apply for Full Membership and office bearers of the Society. Only full members of the society have the right to vote at any statutory voting events.

Associate Membership: All full-time or part-time students and staffs of The Hong Kong University of Science of Technology or those with at least one-year membership of the society shall be eligible to apply for Associate Membership.

Article 2: Privileges

(a) All members of the society shall enjoy the following privileges:

1. To make use of all services and facilities provided by the society
2. To be eligible for membership of sub-organizations of the society
3. To have the speaking right in any General Meeting

(b) Full member of the society may vote at General Meetings of the society and may vote, nominate, and to be nominated for election and be eligible for office in the society.

Article 3: Obligation

All members shall:

1. Abide by the constitution of the society
2. Abide by the resolutions of General Meetings
3. Pay the annual membership fee

Section 3: General Meeting

Article 1: General

(a) Authority

The resolution(s) of a General Meeting shall possess the highest authority.

(b) Chairperson

1. The General Meeting shall be chaired by the chairperson of the Executive Committee, or in his/her absence, the vice-chairperson of the society.
2. If the chairperson and the vice-chairperson of the Executive Committee are absent, the meeting shall be chaired by a full member appointed by the Executive Committee at that time.
3. The chairperson shall have the casting vote.

(c) Notice

An official notice and an agenda of a General Meeting of the society shall be posted a week in advance.

(d) Quorum

1. If quorum is not reached after half an hour of the time scheduled for the commencement of a General Meeting, the meeting shall be adjourned to the same day in the following week with notice posted three days in advance of the meeting, and if at that meeting, a quorum is still not reached, all Full Members present shall form a quorum

2. If quorum is not reached after half an hour of the time scheduled for the commencement of an Extraordinary General Meeting, the meeting shall be cancelled.

Article 2: Annual General Meeting

(a) Occurrence

An Annual General Meeting shall be held at least once in each academic year. No less than ten members of Full Members of the society shall form a quorum of an Annual General Meeting.

(b) Business

1. To receive and adopt the minutes of the previous Annual General Meeting together with the minutes of all extraordinary general meetings, which may have been held since the previous Annual General Meeting

2. To adopt the agenda of the Annual General Meeting

3. To receive and adopt the annual report for the current session of the society

4. To receive and adopt the financial report including an audited financial statement and a balance sheet of the Financial Secretary of the current session of the society

5. To receive and adopt the year plan and the financial budget for the coming session

6. To recommend the election of any Honorary Members

7. Non-confidence motion

8. To pass amendments to the Constitution, if any

9. To discuss Any Other Business specified in the agenda of the meeting

(In case others is A.O.B. not listed in the agenda, the Society shall state that no other discussion is allowed other than those already listed in the agenda)

Article 3: Extraordinary General Meeting

(a) Occurrence

1. The chairperson seconded by at least three Executive Committee members, shall have the right to convene an EGM of any purpose whenever necessary

2. The chairperson shall convene an EGM upon a requisition signed by not less than one-fifth of the full members of the society, such requisition shall specify the objects of the proposed meeting

3. No less than ten members of Full Members of the society shall form a quorum of an Extraordinary General Meeting.

(b) Business

Business not stated on the agenda shall not be discussed in any Extraordinary General Meeting unless the consent of more than one half of the full members present there is reached.

Article 4: Voting

(a) Motions will not be valid if they are not seconded.

(b) If there is no opposition against the seconded motion, the motion shall be adopted.

(c) If there is an opposition against the seconded motion, a poll shall take place under the fulfillment of the quorum (refer to Constitutions section3, Article 1d) Quorum). Simple majority shall be applied as the method of voting. If the quorum is not fulfilled according to the Constitutions section3, Article 1d) Quorum, the Annual General Meeting shall be suspended. The duration of the suspension shall be decided by the Chairperson of the Annual General Meeting.

Section 4: Formation of executive committee

Article 1: Election Board

1. The Election Board shall consist not less than 3 Full Members and 5 executive committee members of current section.
2. Members of the Election Board shall not nominate, second, vote or to be nominated in the election.
3. The election board shall be responsible for the appointment of the nominated cabinet of the next session.
4. The election board shall be responsible for receiving and handling complaints as well as the validity of complaints.
5. The Election Board is set up at least 7 days before the nomination period starts.

Article 2: Nomination

1. The length of the nomination period shall not be less than one week.
2. The Executive Committee shall be nominated in form of a cabinet.
3. Nominations, in prescribed form, shall be submitted to the Election Board before the closure of nomination period. The nomination must be seconded by at least one full member.
4. Each candidate can only join one cabinet.
5. The maximum amount of expenses allowed for each cabinet or candidate is \$1000.
6. In case there is no nomination or more than one nomination is received, the Annual General Meeting shall resolve the matter.

Article 3: Complaints

1. Complaints of the appointment of the nominated cabinet shall be directed to the Election Board in writing within twenty-four hours after the announcement of the election result.
2. All complaints and appeals shall be supported by evidence and duly signed.
3. Any appeals or complaints should be seconded by at least one Full Member of the Association.
4. If no complaint is received, an official result shall be made twenty-four hours after the announcement of the election result.
5. If complaints were received, the Election Board shall convene a meeting to adjudicate them.
6. No official result shall be made until all complaints have been settled.

Section 5: Executive Committee

Article 1 : Eligibility

Only Full Members of the Club as well as Full Members of HKUSTSU are eligible for being Executive Committee members.

Article 2: Session of the Executive Committee

The Executive Committee shall hold office from the conclusion of the Annual General Meeting in the year of their election until the conclusion of the Annual General Meeting in the following year.

Article 3: Composition and Job Description

(a) The minimum and basic posts of the Executive Committee shall be the Chairman, Internal Vice-Chairman, External Vice-Chairman, General Secretary and Financial Secretary, 5 posts.

(b) The Executive Committee may add some additional posts into the cabinet while the additional posts shall be defined in the EGM.

Promote the new cabinet once they are nominated.

Article 4: Resignation

(a) Any Executive Committee Member who wishes to resign shall inform the Committee and all other members of the society by a signed letter at least 14 days before the effective date of resignation. A notice concerning the resignation shall also be posted.

(b) Any Committee Member, having committed any illegal acts in the name of the society, or been found negligent for his/her duties, may be requested by the Executive Committee to resign at an Extraordinary General Meeting.

(c) Should Chairperson resign for the post of receive a vote of non-confidence, the Internal Vice-Chairperson shall take his/her place.

(d) Should any post other than that of the Chairperson in the Executive Committee becomes vacant, the Chairperson shall nominate a Full Member to fill the vacancy and such nomination shall be approved by the Executive Committee.

Section 6: Finance

Article 1: Membership Fee

(a) All Full Associate Members shall pay the annual membership fee.

(b) The membership fee in the first year will be decided by the Executive Committee.

(c) The amount of the membership fee shall be proposed and approved in the Annual General Meetings. (except the first year)

(d) No membership fee is refundable.

Article 2: Financial Assistance

The Association shall not apply or accept any loan outside Students' Union and Student Affairs Office.

Article 3: Budget

(a) At the beginning of the financial year, a financial budget shall be prepared and presented by the Financial Secretary in the Annual General Meeting for adoption.

(b) The budget proposed shall include the revision of membership fee, if any.

Article 4: Financial budget

At the end of each financial year, a financial report including an audited balance sheet and other financial statements shall be prepared by the Financial Secretary in the following Annual General Meeting for adoption.

Section 7: Constitution

Article 1: Amendment

(a) No amendment of the Constitution can be made except at the AGM or any EGM convened for the purpose.

(b) The polling of validity of this Constitution shall be governed by rule of simple majority.

Article 2: Interpretation

Interpretation of the constitution of the society shall rest solely with the Executive Committee.

Section 8: Dissolution of the Society

The Club will only be dissolved if more than 80% of Full Member vote for dissolution in EGM. After dissolution, members of the Executive Committee shall be responsible for all matters of the dissolved body.

Notice of dissolution shall be informed to all full members of the society.

-End of Constitution-