

Constitution of Art Club
Hong Kong University Students' Union

Section I Interpretation

<u>Term</u>	<u>Meaning</u>
"the Club" Union"	"Art Club Hong Kong University Students'
"the Union"	"Hong Kong University Students' Union"
"the University"	"The University of Hong Kong "
"the Cultural Council"	"Hong Kong University Students' Union Cultural Council"
"Executive Committee"	"Executive Committee of the Club"
"General Meeting"	"General Meeting of the Club"
"Executive Committee Meeting"	"Executive Committee Meeting of the Club"
"Constitution"	"Constitution of the Club"

Section II General

Article 1 Name

The name of the Club shall be 'Art Club Hong Kong University Students' Union'.

Article 2 Aims

The aims of the Club shall be:

- a. to initiate, encourage and promote interest in art among members of the University.
- b. to further the appreciation and enjoyment of art in general.
- c. to cultivate the knowledge and skill in this aesthetic field.

Article 3 Membership

- a. The membership of the Club shall consist of full members and associated members.
 - i) All full members of the Club shall be the full member of the Union, on payment of the subscription as stated in Article 4 Section II.
 - ii) All associated members of the Club shall be either graduates of the University not eligible for full membership of the Club or all academic staff, on payment of the subscription as stated in Article 4 Section II.
- b. All members of the Club shall have the following rights:
 - i) to be entitled to use the all facilities provided by the Club under the supervision of the Executive Committee;
 - ii) to attend all functions of the Club; and
 - iii) to attend all General Meetings with speaking right.
- c. All full members of the Club shall have the following rights:
 - i) to propose, to second motions and to vote in all General Meetings, unless he/ she is the Chairperson of the General Meeting; and
 - ii) to nominate and to be nominated in an election in a General Meeting.
- d. The membership term of the Club shall begin from the date of registration and end at the coming 31st July.

Article 4 Subscription

The subscription of the Club shall be approved by the Cultural Council annually.

Section III Executive Committee

Article 1 Membership

- a. Chairperson
- b. Internal Vice-Chairperson
- c. External Vice-Chairperson
- d. General Secretary
- e. Financial Secretary
- f. Publicity Secretary
- g. Publication Secretary
- h. Program Secretary
- i. Past Representative

Article 2 Function

The Executive Committee shall direct and execute all affairs on behalf of the Club.

Article 3 Duties of Individual Members

- a. The Chairperson shall
 - i) be the chief executive of the Club;
 - ii) be the Chairperson of all General Meetings and Executive Committee Meetings of the Club; and
 - iii) represent the Club in the Cultural Council.
- b. The Internal Vice-Chairperson shall
 - i) assist the Chairperson in all his/ her duties relating to internal affairs of the Club; and
 - ii) discharge all the duties of the Chairperson in his absence.
- c. The External Vice-Chairperson shall
 - i) assist the Chairperson in all his/ her duties relating to external affairs of the Club.
- d. The General Secretary shall
 - i) be the Secretary of all General Meetings and Executive Committee Meetings of the Club;
 - ii) prepare the Annual Report of the Club; and
 - iii) be the general administrator of the Club.
- e. The Financial Secretary shall
 - i) be responsible for all matters relating to the finance of the Club; and
 - ii) prepare the Financial Budget and Report of the Club.
- f. The Publicity Secretary shall
 - i) be responsible for all matters relating to the publicity of the Club.
- g. The Publication Secretary shall
 - i) be responsible for all matters relating to publications of the Club.
- h. The Program Secretary shall

- i) be responsible for all matters relating to the arrangement of programs of the Club.
- i. The Past Representative shall
 - i) be responsible for passing past information to the Executive Committee; and
 - ii) assist the Executive Committee in general.

Article 4 Session

The session of the Executive Committee shall commence after at least 4 members of the Club have been elected as the Executive Committee in Annual General Meeting and terminate with the moment at least 4 members of the Club have been elected as the Executive Committee in the next Annual General Meeting.

Article 5 Resignation and Regret

Any member of the Executive Committee shall only resign and be regreted by a motion carried with two-third majority in a General Meeting.

Section IV Nomination, Election and Vancancy

Article 1 Annual Election

The Executive Committee shall be elected in the Annual General Meeting and held before March each year.

Article 2 Nominations

- a. Nominations for the posts in Article 1 Section III, Chairperson, Internal Vice-Chairperson, External Vice-Chairperson, General Secretary, Financial Secretary, Publicity Secretary, Publication Secretary and Program Secretary, except Past Representative of the Executive Committee shall be open for public 14 days before and closed 7 days before the day of the Annual General Meeting.
- b. Nomination for the Past Representative shall only be open for the current Executive Committee.
- c. Nomination for any post shall be submitted to the Club's General Secretary in written format.

Article 3 Method of Voting

- a. When there is only one candidate for the post, the present full members shall vote for or against the candidate or abstain. The candidate shall be elected with simple majority.
- b. Where there are more than one candidate for the post, the present full members shall vote for their most preferred candidate. The two candidates on top of the poll shall be voted again. A candidate shall be elected with a clear majority.
- c. Any vote without a majority shall count on the Chairperson of the General Meeting for final decision.

Article 4 Method of Filling Vancancies of the Executive Committee

- a. Should any post except the Chairperson and the Past Representative of the Executive

Committee be vacant, the Executive Committee shall nominate one appropriate member of the Club for a single post. The nominee shall be deemed to be elected if no written objection to the Club Chairperson arises from any member of the Club within 7 days after posting such nomination; otherwise the nominee shall be elected in a General Meeting with simple majority.

Section V General Meetings

Article 1 General

- a. All vote in General Meetings shall possess the highest authority of the Club.
- b. Any Annual General Meeting shall be convened by the Club's Chairperson and held before March each year.
- c. Notice of any General Meeting shall be posted at least 7 clear days in advance on centralized notice board.
- d. 7% or twenty members of the Club, whichever the more, shall form the quorum of any General Meeting.
- e. A Returning Officer from the Cultural Council shall present in a General Meeting. He/ she shall not be the member of the Club and shall not have the right to propose, to second motions and to vote.
- f. Any full member shall have the right to vote and to be entitled to one vote only.

Article 2 Business

The following business shall be included in an Annual General Meeting:

- a. to receive and adopt the minutes of previous Annual General Meetings;
- b. to receive and adopt the Annual Report of the Club;
- c. to receive and adopt the Financial Report of the Club;
- d. to receive and adopt the Year Plan and the Financial Budget of next session;
- e. to elect the Executive Committee of next session; and
- f. to receive and adopt the amendments on the Constitution, if any.

Section VI Constitution

Article 1 Interpretation

The interpretation of the Constitution shall rest on the Executive Committee.

Article 2 Amendment

- a. Any amendment on the Constitution shall only be made in a General Meeting by a motion carried with two-third majority.
- b. Detailed proposal and amendments shall be:
 - i) submitted to the Constitution Review Committee of the Cultural Council at least one month before the General Meeting; and
 - ii) publicized in the notice of an General Meeting at least 7 days before the General Meeting.