

Chinese Martial Arts Club, H.K.U.S.U
Constitution (amended in March 2003)

SECTION I: DEFINITIONS

In this Constitution,

“University” shall mean the University of Hong Kong

“Student” shall mean a student of the University of Hong Kong, as defined in the University Statutes

“Union” shall mean the Hong Kong University Students’ Union

“SA” shall mean the Hong Kong University Students’ Union Sports Association

“The Club” shall mean “Chinese Martial Arts Club, Hong Kong University Students’ Union”

Section II General

Article 1: Name

The full name of the club shall be “The Chinese Martial Arts Club, Hong Kong University Student’s Union”

Article 2: Purpose

1. To promote the general interest in Chinese Martial Arts in the University.
2. To promote the health among members in the University.

Article 3: Membership

- a) Full Membership: All undergraduates, postgraduates or staff of the University of Hong Kong shall be entitled to full membership of the Club with the approval of the Executive Committee, and pay the membership fee as imposed by the H.K.U.S.U.
- b) Associate Membership: All graduates, who had been a full member of the Club, shall be entitled to associate membership of the Club with approval of the Executive Committee.
- c)

Article 4: Affiliation

The Club is directly affiliated to the Union through SA.

Article 5: Club Session

Session of the Club shall commence on the first day after the Annual General Meeting and terminate after the day of the next Annual General Meeting.

Section III: Organization

Article 1: The Officials of the Club shall consist of:

- a) An Advisory Board consisting of the Patrons , Advisors & Masters of the Club and those elected at the Extraordinary General Meeting.
- b) An Executive Committee hereinafter referred to as the committee consisting of the following members:
 - 1. Chairman
 - 2. Internal Vice-chairman
 - 3. External Vice-chairman
 - 4. Honorary Secretary
 - 5. Honorary Treasurer
 - 6. Publication Secretary
 - 7. Welfare Secretary
 - 8. Property Secretary
 - 9. Past Representative

Article 2: Duty of Officials

- a) The Advisory Board shall advise in all the undertaking of the Club.
- b) The Chairman shall be the chief executive, shall represent the Club in all affairs and shall preside in all meetings of the Club unless otherwise delegated.
- c) The Internal Vice-Chairman shall assist the Chairman in all his internal duties and shall be the ex-officio Chairman of the Executive Committee in the absence of the Chairman.
- d) The External Vice-Chairman shall assist the Chairman in all his external duties and shall represent the Club in the Sports Association Council in the absence of the Chairman.
- e) The Honorary Secretary shall be responsible for the general correspondence of the Club, keeping the membership roll, drafting the minutes of all meetings and General meetings and keeping report of the year's activities of the Club.
- f) The Honorary Treasurer shall be responsible for all matters relating to the finance of the Club.
- g) The Publication Secretary shall be responsible for all publications of the Club.
- h) The Welfare Secretary shall be responsible for the general welfare of all members of the Club.
- i) The Property Secretary shall be responsible for the maintenance of all the properties of the Club.

- j) The Past Representative shall give advice and assistance to all undertakings of the Club.

Article 3: Subcommittee

The committee shall have the authority to appoint and delegate power to subcommittee whenever necessary. The subcommittee shall be responsible to the committee.

Article 4: Vacation of Office

In case there exists any vacancy in the Executive Committee of the Club (other than the Chairman) during a term of office, the Executive Committee shall have the power to appoint other full members of the Club to fill the vacancy and act as officers. Nominations to the position of Chairman shall be opened to all full members of the Club if the position is vacated during a term of office.

Section IV General Meetings

Article 1: Authority

The General Meeting shall possess the highest authority in all matters affecting the Club.

Article 2: Annual General Meeting

The Annual General Meeting of the Club shall be convened by the Chairman and held during the period of 15th February to 15th March. The Executive Committee shall be elected.

Article 3: Extraordinary General Meeting

An Extraordinary General Meeting shall be convened at the request of the Committee, or on a requisition in writing to the Honorary Secretary signed by not less than 20 members of the Club. Any such requisition shall specify the objects of the proposed meeting.

Article 4: Voting

At all General Meetings of the Club, all matters shall be decided by a simple majority of votes of those present except Chairman and Honorary Secretary. In the event of an even vote, the Chairman shall give the casting vote.

Article 5 : Notice

A notice of any General Meeting of the Club, the agenda for the meeting, and a full list of the Club's full members shall be posted five clear days before the General Meeting.

Article 6: Quorum

At all General Meetings, twenty voting members of the Club shall form a quorum

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Article 7 Business of the Annual General Meeting

- a. To receive and adopt the minutes of the previous Annual General Meeting and

- all Extra-ordinary General meetings, if any.
- b. To receive and adopt the Annual Report of the outgoing session prepared by the General Secretary.
 - c. To receive and adopt the Financial Report of the outgoing session prepared by the Financial Secretary.
 - d. Constitution Amendments, if any.
 - e. To elect the Executive Committees of the next session.
 - f. To formulate the policy of the next session.
 - g. To elect candidates for the 'Player of the Year' and 'University Sports Trophies', if applicable.

Article 8: Returning Officer

At least one councilor with no interest in the Club shall act as the Returning Officer of the Annual General Meeting of the Club, to observe whether the union Council Standing Orders, and the Constitution of Hong Kong University Students' Union Sports Association and Sports Association By-Laws are followed.

Section V Election

Article 1: Annual Election

The annual election of the Club shall be held at the Annual General Meeting.

Article 2: Nomination

Nominations for the posts in the Executive Committee as stated in Section III, Article 1b), shall be submitted in writing to the Honorary Secretary at least two days before the Annual General Meeting. Only full members of the Club can be candidates for posts in the Executive Committee.

Article 3: Voting

- a) When there is only one candidate for the post, the candidate shall be declared elected "ipso facto".
- b) When there are two or more candidates for one post, a secret ballot shall be held.
- c) Only registered members of the Club shall vote in the election.

Article 4: Returning Officer

The Committee shall invite at least one Returning Officer to act as election official. Returning officers for the Annual Meeting shall be appointed by the S.A. Executive Committee.

Article 5: Vacancy & Resignation

- a) In the case of any office-bearer wishing to resign, he/she has to obtain the simple

majority approval of the Committee.

- b) The Committee may demand an office-bearer to resign at an Emergency General Meeting if he/she has committed any serious infringement of the Constitution, negligence of duties or improper conduct.
- c) Should a vacancy occur in the Committee other than that of the Chairman, that vacancy shall be filled by a member appointed by the Committee. Members shall be notified about the appointment. Should any member against the appointment, an EGM shall be called within two weeks to further discuss the appointment. Should the Chairman resign or receive a vote of non-confidence, an Extraordinary General Meeting shall be convened to elect a new Chairman.

Article 6: 'University Sports Trophy' Award

- (a) 'University Sports Trophy' shall be awarded by the Sports Council to any full members of the Students' Union, who has been displaying promising achievements and giving contribution in the promotion of the field of Sports, with constant displaying of Sportsmanship.
- (b) Procedure :
 - Candidate of 'University Sports Trophy' shall be nominated at the Annual General Meeting by voting.
 - Voting shall be by secret ballot. Club members may vote for more than one candidate.
 - Any candidate who has secured no less than 50% votes cast shall be eligible to forwarded to the Sports Council.
 - The Chairman shall forward such nominations in writing with full particulars to the Award Committee which shall then recommend candidates to the Award Council after the Award Committee Meeting.

Section VI Constitution

Article 1: Amendment

This Constitution shall not be amended except by a motion carried at a General Meeting. A notice concerning the amendment shall be posted five days before the General Meeting.

Article 2: Interpretation

The final right of interpreting the Constitution should be opened to the General Meeting. However, the committee should also reserve such right unless being challenged.