

Constitution of TAEKWONDO CLUB, HKUSU amended & adopted 2010

- 1) The full name of the club shall be The Hong Kong University Students' Union Taekwondo Club and the Chinese name of the club shall be 香港大學學生會跆拳道會. Taekwondo Club, HKUSU is also accepted as referring to the club.
  - 2) The aim of the club shall be to promote Taekwondo to members of the Students' Union, so as to upgrade Taekwondo level among members during internal and external competition and to establish a close relationship between members. Through Taekwondo Club, students should also be able to develop some basic self-defense techniques.
  - 3) The club shall be affiliated to HKU student Union and shall be a member club of the HKU Sports Association (SA).
  - 4) The club shall accept rules and standing orders of the Union and the SA in respect of affiliated sub-organization.
  - 5) Membership:
    - a) All undergraduates, postgraduates and graduates of the University of Hong Kong who are full member of the Students' Union shall become full members of the club on a payment of subscription of HK\$50 per year.
    - b) Staff of the University shall become Staff members of the club on a payment of subscription of HK\$50 per year.
    - c) Any person (non full-member of the Student's Union) recommended by at least three committee members including the Chairperson of the club shall become an Associate member on a payment of subscription of HK\$50 per year.
- Tuition fee:
- a) The tuition fee for each academic semester is HK\$300 for undergraduates and postgraduates. Each academic year consists of three semesters, from September to January; January to May and May to September, and annual tuition fee would be HK\$900.
  - b) The annual tuition fee for staff and associate members is also HK\$900.
  - c) The annual tuition fee may be changed from year to year by the decision of the coach and committee members including the Chairperson.
- 6) The officials of the club shall consist of
    - a) An Advisory board consisting of the President, Patrons and Advisors of the Club.
    - b) An executive committee should consist of the following members:
      - i) Chairperson
      - ii) Internal Vice-Chairperson
      - iii) External Vice-Chairperson
      - iv) General Secretary
      - v) Financial Secretary
      - vi) Publication Secretary
      - vii) Social Secretary
  - 7) The duties of the Executive Committee of the club are as follows:
    - a) The Chairperson shall be the Chief executive and shall represent the club in the Sports Association Council and other Taekwondo club HKUSUSA related meetings.
    - b) The Internal Vice-Chairperson shall be the Chief internal executive and shall represent the club in the Sports Association Council in the absence of the Chairperson, and help the Chairperson to execute the committee.

- c) The External Vice-Chairperson shall represent the club in the external Taekwondo Club HKUSUSA related meetings, help the Chairperson with all external affairs.
  - d) The General Secretary shall conduct the general correspondence of the club, draft the minutes of all meetings, keep a minute book, prepare the report to be presented to the Annual General Meeting, present a report for the year's activities and of any alterations in the Constitution to the Honorary Secretary of the Students' Union and the SA and shall do all such things as may be authorized by the committees.
  - e) The Financial Secretary shall help the Chairperson in all financial matters, keep an account book, be responsible for money claiming, prepare an annual budget in March, prepare a financial report to be presented to the Annual General Meeting and attend the financial meetings of SA.
  - f) The Publication Secretary shall be responsible for all publication activities of the club, such as recruitment, competitions and booklets.
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- 8) The club shall keep the following records:
    - a) A membership book complied with membership forms
    - b) An account book
    - c) A minutes book in which minutes of all general meetings shall be entered
    - d) A record of all matches played and functions held for the club
    - e) An inventory book for the club
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- 9) The committee shall appoint any member of the club to fill in any vacancy that may exist in the committee during the year.
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- 10) The session of the club shall commence on the first day after an Annual General meeting to the day of the next Annual General Meeting.
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- 11) The Executive Committee of the club shall be elected at the Annual General Meeting and shall hold the office until the next Annual General Meeting.
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- 12) Committee meeting shall be convened by the Chairperson of the General Secretary, a simple majority shall form a quorum, and each committee member will be given one vote, except members holding two posts will be given two votes.
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- 13) The Annual General Meeting shall be held during the last weeks of the Second Academic Term. The chairperson shall reside at the meeting. Twenty full members shall form a quorum.
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- 14) At least seven days of notice shall be given of such a meeting.
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- 15) Nominations:
    - a) Nominations for the office bearers of the club shall be accepted until but not after forty-eight hours before the Annual General Meeting of the club provided that at least one nomination has been received for each respective post.
    - b) Nominations for election shall only be made on forms provided for the purpose by the Sports Association. Each form shall contain the name of the candidate, together with the signature of a proposer, a seconder and the signature of the candidate signifying his or her acceptance together with the certification from the Sports Association of the date of receipt.
    - c) All candidates, proposers, seconders and office-bearers shall be members of the club.
    - d) Nominations for the office-bearers should be opened and publicized at least one week before the AGM of the club.

- 16) Only full members of the club shall vote in the election.
- 17) When there is only one candidate for one post, the candidate shall be declared elected ipso facto.
- 18) The Committee shall invite at least one Returning Officer to act as Election Official. The President or any ex-co member of the SA shall act as Returning Officer for the election.
- 19) The Committee may call an Extraordinary General Meeting at any time.
- 20) Upon requisition made in writing the General Secretary of the Club and signed by not less than twenty members, the committee shall convene an Extraordinary General Meeting within two weeks. Any such requisition shall specify the objects of the proposed meeting, and no other matter shall be discussed thereat without the consent of at least three-fourth of the members present. At least seven days of notice shall be given of such meeting.
- 21) A vote of non-confidence for the infringement of the constitution, neglect of duties or unbecoming conduct may be moved against any member of the Executive Committee at any Extraordinary General Meeting held specifically for the purpose. A vote so passed shall call for the resignation of the person or person against whom the vote is moved.
- 22) No alteration of the existing rules or any addition thereto shall be made except at the Annual General Meeting or any extraordinary notice shall be given of any amending motion.
- 23) The standing order of all General Meetings shall be in accordance with the standing orders of the HKUSU Council.
- 24) All members must abide by the rules or constitution of the club.
- 25) The Chairperson, representing the Committee, shall have the sole right of interpreting and enforcing the Constitution. But the ultimate decision shall rest with the President of the Students' Union.