

French Society, A.A.H.K.U.S.U.

CONSTITUTION

(Last amended in November 2010)

Section I DEFINITION

In this constitution:

- “the University” shall mean the University of Hong Kong;
- “H.K.U.S.U.” shall mean the Hong Kong University Students’ Union;
- “A.A.H.K.U.S.U.” shall mean Arts Association, Hong Kong University Students’ Union;
- “the society” shall mean French Society, A.A.H.K.U.S.U.;
- “French Section” shall mean the French Section, the Language Centre of the University;
- “the Chairperson” shall mean the Chairperson of the Society;
- “the Committee” shall mean the Executive Committee of the Society;
- “the Constitution” shall mean the constitution of the Society;
- “A.G.M” shall mean Annual General Meeting of the Society;
- “E.G.M” shall mean Extraordinary General Meeting of the Society.

Section II GENERAL

Constitution of French Society, A.A.H.K.U.S.U.

Article 1 Name

1. The name of the Society in English shall be “French Society, A.A.H.K.U.S.U.”.
2. The name of the Society in Chinese shall be “香港大學學生會文學院學生會法文學會”.
3. The name of the Society in French shall be “Le Cercle Français, A.A.H.K.U.S.U.”

Article 2 Affiliation

The Society shall be directly affiliated to Arts Association H.K.U.S.U..

Article 3 Aims

The aims of the Society shall be:

1. To promote the French language and culture in the University;
2. To provide a better understanding of the French-speaking countries;
3. To represent the interests of the students who are learning French at the University;
4. To provide welfare to the members of the Society.

Section III MEMBERSHIP

Article 1 Membership

1. Honorary Membership

The head of the French Section shall be the ex-officio Honorary President and Honorary Auditor of the Society.

All the staff members of the French Section shall be Honorary Members of the Society upon invitation by the Society.

2. Full Membership

2.1 All undergraduates of the Faculty of Arts of the University who have enrolled in any core course(s) of the French Section; or who have majored or minored in French shall automatically be the Full Members of the Society and shall pay the membership fee. Undergraduates of other faculties who have enrolled in the core courses shall be the Full Members upon payment of the membership fee.

2.2. All postgraduates of the University who have enrolled in any course(s) of the French Section shall be the Full Members upon payment of the membership fee.

3. Affiliate Membership

3.1 All undergraduates of the University who have enrolled in any French Certificate course(s) of the French Section shall be the Affiliate Members of the Society upon payment of the membership fee.

4. Associate Membership

4.1 All undergraduates and postgraduates of the University (other than those stated in two above) of other departments or faculties of the University who have not enrolled in any course of the French Section; or who have enrolled in the French course(s), but are not eligible for Full Membership shall be eligible for Associate Membership of the Society with the approval of the Committee.

4.2 All graduates of the University (other than postgraduates stated in 2.2 and 3.1 above) who have enrolled in any course(s) of the French Section during the course of study shall be eligible for Associate Membership of the Society with the approval of the Committee.

5. The subscription of each term of the membership payable by all Full Members, Affiliate Members and Associate Members shall be HK\$60 for a three-year membership for first-year students; HK\$ 40 for a two-year membership for second-year students and HK\$20 for a one-year membership for third-year students.

Article 2 Term of Membership

1. If a member is enrolled after July and before the A.G.M. of the current year, his / her term of membership shall terminate at the conclusion of the A.G.M. in the next session.
2. If a member is enrolled within a period other than that stated above, his / her membership shall terminate at the end of the session year of the Society.

Article 3 Privileges

1. All members of the Society shall enjoy the following privileges:
 - 1.1. To attend the general meetings of the Society;
 - 1.2. To participate in the activities organised by the Society;
To use the facilities provided by the Society for general use.
2. Full Members and Affiliate Members shall have the right to vote and to speak in the G.M., to nominate and to be nominated as candidates in the elections of the Committee.
3. Honorary Members, Associate Members shall have speaking rights but no voting rights and shall not be eligible for elections.

Section IV GENERAL MEETINGS

Article 1 Authority

The resolution of a General Meeting shall possess the highest authority in all matters affecting the Society.

Article 2 Quorum

1. No less than 20 voting members shall form the quorum in all general meetings.
2. If the quorum is not present, the meeting shall be adjourned to the same day of the following week; and if at that meeting, a quorum is still not present, all voting members present there shall form a quorum.

Article 3 Annual General Meeting

1. The A.G.M. shall be held in November.
2. The A.G.M. shall be convened by the Chairperson.
3. A notice of the A.G.M. and the agenda thereof shall be posted at least seven clear days beforehand.
4. Any decision on a motion shall be reached with a simple majority of valid vote or otherwise specified. The business of the A.G.M. shall be:
 - 4.1 To receive and adopt the minutes of the last A.G.M. and all the E.G.M. during the current session.
 - 4.2 To receive and adopt the annual report of the activities of the Society of the current session prepared by the General Secretary;
 - 4.3 To receive and adopt the financial report and statement of accounts, duly audit of the Society of the current session prepared by the Financial Secretary;
 - 4.4. To amend the Constitution, if necessary;
 - 4.5. To elect the Committee of the Society for the coming session; and
 - 4.6. To deal with any other business.

Article 4 Extraordinary General Meeting

1. The Committee shall have the right to convene the E.G.M. for any purpose at any time.
2. E.G.M shall be convened and presided by the Chairperson or upon a requisition signed by no less than 20 Full Members or Affiliate Members of the Society.
3. A notice of each General Meeting and the agenda thereof shall be posted at least three clear days beforehand.
4. No other business shall be discussed thereat without the consent of two-thirds of the Full Members.

Section V EXECUTIVE COMMITTEE

Article 1 Authority

The Committee shall possess an authority second to the General Meetings of the Society.

Article 2 Composition

The Committee of the Association shall comprise the following:

1. Chairperson
2. Internal Vice-Chairperson
3. External Vice-Chairperson
4. General Secretary
5. Financial Secretary
6. Academic Secretary
7. Publication Secretary
8. Marketing and Public Relations Secretary
9. Welfare Secretary
10. Programme Secretary

Article 3 Term Of Office

The term of office of the Committee shall commence immediately after the A.G.M. of the current year and terminate at the end of the A.G.M. of the succeeding year.

Article 4 Obligations

1. Chairperson
 - 1.1. shall preside at all General Meetings of the Society;
 - 1.2. shall be the chief Executive of the Society;
2. Internal Vice-Chairperson
 - 2.1. shall assist the Chairperson in all internal affairs of the Society;
 - 2.2. shall be the ex-officio chairperson of the Committee in the absence of the Chairperson.
3. External Vice-Chairperson
 - 3.1. shall assist the Chairperson in all external affairs of the Society;
4. General Secretary
 - 4.1. shall handle all general correspondence of the Society;
 - 4.2. shall record minutes of all the Committee meetings;

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- 4.3. shall prepare an annual report of the activities of the Society at the end of the Society session.
5. Financial Secretary
 - 5.1. shall handle all financial matters of the Society;
 - 5.2. shall be responsible for drafting the budget, keeping an account of all income and expenditure of the Society;
 - 5.3. shall prepare two financial reports, a half-yearly report and an annual report in late November, in the Society session.
6. Academic Secretary shall be responsible for all academic-related activities of the Society.
7. Publication Secretary shall be responsible for all publications of the Society.
8. Marketing and Public Relation Secretary shall be responsible for all marketing affairs and Public Relations strategies of the Society.
9. Welfare Secretary shall be responsible for the welfare-related affairs of the Society.
10. Programme Secretary shall be responsible for the arrangement of activities organized by the Society.

Article 5 Vacancy

Vacancies occurring among the members of the Committee shall be filled in By-election at E.G.M. or by the invitation of the Committee as the acting members of the position.

Section VI ELECTION AND VOTING

Article 1 Nomination

1. Nomination of the office-bearers shall be opened seven clear days and closed three days before the A.G.M.
2. The list of the nominees shall be posted within 24 hours after the closing of nomination.

Article 2 Voting

1. Any voting shall be in the form of secret ballot or a show of hands as decided by the meeting.
2. When there is only one candidate for a post, the attending voting members of the Society shall vote for or against the candidate or abstain. The candidate shall be declared as elected if a simple majority of votes cast is for the candidate.
3. When there are two or more candidates for one post, a voting shall be held. The meeting shall vote for a candidate.

Article 3 Returning Officer

The Committee shall invite one member from the Arts Students' Council A.A.H.K.U.S.U. to be the Returning Officer for the G.M., all except representatives of the Society.

Article 4 By-election

1. In the event that any Committee post falling vacant at any time, E.G.M. is to be held.
2. Nominations of the vacancy shall be opened to all members of the Society seven clear days before E.G.M. is held specifically for the purpose.
3. All nominations for the post laid vacant shall be in the hands of the Chairperson of the E.G.M. 24 hours before the Meeting takes place.

Section VII CONSTITUTION

Article 1 Interpretation

The interpretation enforcement of the Constitution shall rest upon the Committee, but the ultimate decision shall rest upon the General Meeting.

Article 2 Amendment

Amendment of the Constitution should be made at the A.G.M. or at the E.G.M. convened for such purpose, with the approval of two-thirds of the Full Members and Affiliate Members present at the General Meeting.

Article 3 Reference

In case of dispute for which no ruling has been given in the Constitution, reference should be made to the Constitution of A.A.H.K.U.S.U. and to the Constitution of H.K.U.S.U.. Ruling acquired by the way of reference shall not apply to any occasion if opposed by a simple majority of the Full Members present on the occasion.