

**HONG KONG UNIVERSITY STUDENTS' UNION
ARTS ASSOCIATION**

**GERMAN
ASSOCIATION
Constitution**

(November 2007)

SECTION I DEFINITIONS

In this constitution:

- “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 the Arts Association, Hong Kong University Students’ Union;
- “Association” shall mean the German Association, A.A.H.K.U.S.U.;
- “German Section” shall mean the German Section, the School of Modern Languages and Cultures, Faculty of Arts of the University;
- “Committee” shall mean the Executive Committee of the Association;
- “Constitution” shall mean the constitution of the Association;
- “A.G.M.” shall mean the Annual General Meeting of the Association;
- “E.G.M.” shall mean Extraordinary General Meeting of the Association.

SECTION II GENERAL

Article 1 Name

1. The name of the Association in English shall be “German Association, Arts Association, Hong Kong University Students’ Union”.
2. The name of the Association in Chinese shall be
“香港大學學生會文學院學生會德文協會”.
3. The name of the Association in German shall be “Der deutsche Verein, Universität Hongkong”.

Article 2 Affiliation

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

Article 3 Aims

The aims of the Association shall be:

1. To provide a better understanding of the German language and culture;
2. To provide a better understanding of the German-speaking countries;
3. To provide welfare for the members;
4. To develop a better communication among members;
5. To represent the interests of the students who are taking German courses offered by the German Section.

SECTION III MEMBERSHIP

Article 1 Membership

1. Honorary Membership

- 1.1. The head of the German Section shall be the ex-officio Honorary President of the Association upon invitation from the Association.
- 1.2. All the staff members of the German Section shall be Honorary Members of the Association upon invitation from the Association.

2. Full Membership

All undergraduates and postgraduates of the Faculty of Arts of the University who have enrolled in any of the following courses of the German Section

- LANG1003 German I.1
- LANG1004 German I.2
- LANG2004 German II.1
- LANG3007 German III.1

shall automatically be Full Members of the Association.

3. Affiliate Membership

All undergraduates and postgraduates of the University (other than those stated in 2 above) who have enrolled in course(s) [both credit and certificate courses] offered by the German Section shall be eligible for Affiliate Membership of the Association upon payment of the membership subscription fee.

4. Associate Membership

- 4.1. All undergraduates and postgraduates of the University who have not enrolled in any courses of the German Section shall be eligible for Associate Membership of the Association with the approval of the Committee.
- 4.2. All graduates of the University (other than postgraduates stated in 2 and 3 above) shall be eligible for Associate Membership of the Association with the approval of the Committee.
5. The subscription fee of membership payable by Full, Affiliate and Associate members shall be HK\$12 for one session, HK\$24 for two sessions and HK\$36 for three sessions. First-year students shall pay for three sessions, second-year students shall pay for two sessions while third-year, fourth-year, fifth-year students and postgraduates shall pay for one session at the time when they join the Association as members.

Article 2 Terms of Membership

1. If a member is enrolled after the 31st 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 Association.

Article 3 Privileges

1. All members of the Association shall enjoy the following privileges:
 - 1.1. To attend the general meetings of the Association.
 - 1.2. To participate in the activities organized by the Association.
 - 1.3. To enjoy welfare provided by the Association.
2. Honorary Members shall have the right to speak but no voting rights in the General Meetings.
3. Full and Affiliate Members shall have the right to speak and vote in the General Meetings, to nominate and be nominated as candidates in the elections of the Committee.
4. 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 Association.

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 of the Association.
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 other ways decided in the meeting.
5. The business of the A.G.M. shall be:
 - 5.1. to receive and adopt the minutes of the last A.G.M. and all E.G.M.(s) within the current session;
 - 5.2. to receive and adopt the annual report of the activities of the Association of the current session prepared by the General Secretary;
 - 5.3. to receive and adopt the financial report and statement of accounts of the current session prepared by the Financial Secretary;
 - 5.4. to amend the Constitution, if necessary;
 - 5.5. to elect the Committee of the Association for the coming session; and
 - 5.6. 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 of the Association or upon a requisition signed by no less than 20 voting members of the Association.
3. A notice of such 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 and Affiliate Members present.

SECTION V EXECUTIVE COMMITTEE

Article 1 Authority

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

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. Publicity Secretary
9. Welfare Secretary
10. Year Representative
11. Alumni Secretary
12. Sports Captain

Article 3 Association session

The session shall commence at the termination of an Annual General Meeting and end at the next AGM.

Article 4 Obligations

1. Chairperson

1.1 shall preside at all general meetings of the Association;

1.2 shall be the chief executive of the Association.

2. Internal Vice-Chairperson

2.1 shall assist the Chairperson in all internal affairs of the Association;

2.2 shall be the ex-officio chairperson of the Committee in the absence of the Chairperson.

3. External Vice-Chairperson

shall assist the Chairperson in all external affairs of the Association.

4. General Secretary

4.1 shall handle all general correspondence of the Association;

4.2 shall record minutes of all the Committee meetings;

4.3 shall prepare a half-yearly report in June and an annual report in November, in the Association session.

5. Financial Secretary

5.1 shall handle all financial matters of the Association;

5.2 shall be responsible for drafting the budget, keeping an account of all income and expenditure of the Association;

5.3 shall prepare a half-yearly financial report in June and an annual financial report in November, in the Association session.

6. Academic Secretary

shall be responsible for all academic affairs of the Association.

7. Publication Secretary

shall be responsible for all publications of the Association.

8. Publicity Secretary

shall be responsible for all publicity of the Association.

9. Welfare Secretary

shall be responsible for all the welfare related affairs of the Association.

10. Year Representative

shall represent the interests of the students who have enrolled in courses offered by the German Section; acting as a medium of communication between the Executive Committee and members.

11. Alumni Secretary

shall be responsible for contacts of the Association with the graduates of the University who have enrolled in the courses offered by the German Section and with the German Alumni Association Hong Kong.

12. Sports Captain

shall be responsible for all sports and social affairs of the Association.

Article 5 Vacancy

Vacancies occurring among the members of the Committee shall be filled up by acting members of the executive committee or filled up in By-election at E.G.M.

SECTION VI ELECTION AND VOTING

Article 1 Nominations

1. The nomination shall be opened 3 weeks before the A.G.M. and closed 1 week before the A.G.M.
2. The General Secretary shall announce the names of the candidates within 24 hours after the close of nominations.
3. The nomination of the candidates shall be proposed and seconded by Full or Affiliate Members of the Association together with the signature of the candidate and shall be submitted to the Committee.

Article 2 Voting

1. Any voting shall be in the form of secret ballot or a show of hands as decided in the meeting.
2. When there is only one candidate for the post, the candidate with a simple majority of 'for' over 'against' shall be declared elected.
3. When there are two or more candidates for one post, the candidates with a simple majority of votes shall be declared elected.

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 General Meetings except the representatives of the Association.

Article 4 By-election

1. In the event of any Committee post falling vacant at any time, E.G.M. is to be held.
2. Nominations for the vacancy shall be opened to Full and Affiliate Members of the Association 7 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 on the General Meeting.

Article 2 Amendment

Amendment of the Constitution shall be made at the A.G.M. or an E.G.M. convened for such purpose, with the approval of two-thirds of the Full or 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 shall be made to Constitution of A.A.H.K.U.S.U. and to the Constitution of the 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 or Affiliate Members present on the occasion.