

History Society A.A.H.K.U.S.U. Constitution

Section 1

Constitution

Article 1 General:

All members of History Society A.A.H.K.U.S.U. shall not act contrary to the Constitution.

Article 2 Interpretation:

The Executive Committee, presided by the Chairperson, shall have the sole right of interpretation of this Constitution.

Article 3 Amendments:

No part of this Constitution shall be supplemented, abolished or amended, saved by a motion carried at the Annual General Meeting or at a General Meeting convened specifically for this purpose and of which due notice shall have been given seven days beforehand announcing the changes proposed.

Section 2

General

Article 1 Name:

The name of the Society shall be called 'History Society A.A.H.K.U.S.U.' hereafter referred to as 'the Society'.

Article 2 Purposes:

The purposes of the Society shall be:

- A. To promote the interest in, and deepen the understanding of, history among the History students;

- B. To promote friendship among the History students;
- C. To improve communication between the staff and students of the Department of History;
- D. To assist in the communication between the History students and the Arts Association, Hong Kong University Students' Union.

Section 3

Membership

Article 1 Honorary Membership:

- A. The President and all teaching staff including tutors in the Department of History shall be Honorary Members of the Society.
- B. All persons helping to promote the purposes of the Society shall be invited as Honorary Members of the Society with the approval of the Executive Committee.

Article 2 Full Membership:

All undergraduates taking approved courses in the Department of History; and the postgraduates enrolled in the Department of History, the University of Hong Kong, will be automatically entitled to be the Full Members of the Society, and shall pay the prescribed fee for each term of membership of HK\$10.00.

Article 3 Associate Membership:

- A. Except the undergraduates and postgraduates of the Department of History, all students of the University of Hong Kong shall be eligible for the Associate Membership of the Society with the approval of the Executive Committee on payment of the prescribed fee for each term of membership of HK\$10.00.
- B. Graduates other than postgraduates of the Department of History of the University of Hong Kong shall be eligible for the Associate Membership with the approval of the Executive Committee in payment of the prescribed fee for each

term of membership of HK\$10.00.

Article 4 Terms of Membership:

- A. If an individual member is enrolled after the second semester and before the Annual General Meeting, his/her membership shall terminate at the conclusion of the Annual General Meeting in the coming session.
- B. If a member is enrolled within a period other than stated in Article 4A above, his/her membership will terminate with the sessional year of each Executive Committee.

Article 5 Privileges:

- A. All members of the Society will enjoy the following privileges:
 - i. To use all the facilities provided by the Society for the general use of the members;
 - ii. To attend the Annual General Meeting of the Society;
 - iii. To attend functions and activities arranged by the Society.
- B. Only the Full members of the Society may nominate or/and be nominated for the Society Election of the Executive Committee.
- C. Only the Full Members may vote at General Meeting.

Section 4

General Meeting

Article 1 Authority:

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

Article 2 Quorum:

At a General Meeting of the Society, twenty-five Full members shall form a quorum.

Article 3 Annual General Meeting:

- A. The Annual General Meeting shall take place before 30th of November of each year. The Chairperson of the Executive Committee shall preside the meeting.
- B. A notice of the Annual General Meeting and the agenda thereof shall be posted at least 7 days beforehand.
- C. The business of the Annual General Meeting shall be:
 - i. To receive and adopt the minutes of the last meeting;
 - ii. To receive and adopt the annual report of the activities of the Society of the current session prepared by the General Secretary;
 - iii. To receive and adopt the financial report and statement of account of the Society of the current session prepared by the Financial Secretary and duly audited by the Honorary Auditor;
 - iv. To amend the Constitution if necessary;
 - v. To form a campaign meeting for the proposed Executive Committee of the Society of the coming session;
 - vi. To elect the Executive Committee of the Society of the coming session;
 - vii. To deal with other business.

Article 4 Extraordinary General Meeting:

An Extraordinary General Meeting may be called at any time by the Chairperson of the Executive Committee or upon a requisition made in writing to the General Secretary of the Executive Committee and signed by not less than 25 Full Members. Any such requisition shall specify the objects of the proposed meeting.

Section 5

President

The President shall be the nominal head and the Honorary Auditor of the Society.

The President shall be invited from among the members of the teaching staff of the Department of History by the Executive Committee at its first Executive Committee Meeting of the current session.

Section 6

The Executive Committee

Article 1 Authority:

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

Article 2 Composition of the Executive Committee:

- A. Chairperson
- B. Internal Vice-Chairperson
- C. External Vice-Chairperson
- D. General Secretary
- E. Financial Secretary
- F. Any Secretary as appropriate

Article 3 Session:

The Executive Committee shall be elected at the Annual General Meeting of the Society and shall hold office until the next Annual General Meeting.

Article 4 Duties of the Individual Executive:

- A. The Chairperson shall be the chief executive of the Society and shall be responsible for the schedule and the smooth progress of the activities and the meeting of the Executive Committee.

- B. The Internal Vice-Chairperson shall assist the Chairperson in all internal affairs.
- C. The External Vice-Chairperson shall assist the Chairperson in all external affairs.
- D. The General Secretary shall handle all correspondence of the Society, record the minutes of the Executive Committee Meetings and prepare an annual report of the activities of the Society at the end of the session.
- E. The Financial Secretary shall handle the finance of the Society and prepare an annual financial report at the end of the session.
- F. The new Secretaries created shall carry out duties deemed appropriate by the Executive Committee and the General Meetings.

Article 5 Business of the Executive Committee

- A. The Executive Committee Meetings shall handle the finance of the Society.
- B. The Executive Committee shall arrange the activities of the Society.

Article 6 Executive Committee Meetings:

- A. Executive Committee Meetings shall be convened by the Chairperson and the General Secretary.
- B. 70% of all Executive Committee members shall form a quorum.
- C. The Executive Committee Meeting shall be convened by at least once every term of the academic year.

Section 7

Election

Article 1 Election Commission:

The Executive Committee shall appoint an Election Commission to be responsible for the Annual Election at least four weeks before the Annual General Meeting.

Article 2 Returning Officer:

The Executive Committee shall invite one member other than the Society's representatives, from the Arts Students' Council, Arts Association, Hong Kong University Students' Union, to be the Returning Officer for the Annual General Meeting.

Article 3 Election System:

- A. The members of the Executive Committee shall be elected in the form of a cabinet.
- B. A cabinet shall consist of at least the Chairperson, Internal Vice-Chairperson, External Vice-Chairperson, General Secretary and Financial Secretary.
- C. The new Secretary, if created, shall be elected as a member of the Executive Committee in the Annual General Meeting.
- D. Nomination shall be opened three weeks before the Annual General Meeting and closed one week before the Annual General Meeting.
- E. Each Candidate of the proposed cabinet shall be nominated by one Full Member and shall be seconded by another Full Member.
- F. Each Full Member can at most nominate one Candidate and second one Candidate.
- G. Election shall be valid if the total number of valid votes is not fewer than half of the number of ballot paper issued.
- H. A cabinet shall be elected as the Executive Committee on either one of the following occasions:
 - i. In case there is only one cabinet running for Election, the cabinet is successful upon receiving a simple majority of 'for' or 'confident vote';
 - ii. Or in case there are two or more cabinets running for Election, the successful cabinet is the one which receives the highest number of 'for'

or 'confident vote'.

Article 4 Vacancy:

Vacancies occurring among the members of the Executive Committee shall be filled by a By-Election at an Extraordinary General Meeting unless the number is limited to two in which case vacant posts shall be filled by the invitation of the Committee as the acting members of the Executive Committee. The acting members of the Executive Committee shall assume all the powers and duties of that post as stated in the Constitution.

Section 8

Finance

Article 1 General:

The Executive Committee shall handle the income and expenditure of the Society.

Article 2 Financial Year:

The Financial Year of the Society shall commence when a new session of Executive Committee is elected while its termination takes place two weeks before the election in the following year.