

CONSTITUTION OF MUSIC SOCIETY, A.A.H.K.U.S.U. (Amended in 2005-2006)

I. Definitions

In this constitution:

- “University” shall mean the University of Hong Kong;
- “Department” shall mean the Music Department, the Faculty of Arts, the University of Hong Kong;
- “A.A.H.K.U.S.U.” shall mean the Arts Association, Hong Kong University Students’ Union;
- “H.K.U.S.U.” shall mean the Hong Kong University Students’ Union.
- “Society” shall mean the Music Society, A.A.H.K.U.S.U.
- “Committee” shall mean the Executive Committee of the Music Society, A.A.H.K.U.S.U.;
- “Student” (s) shall mean students of the University, as defined in the University Statutes;
- “Member” (s) shall mean members of the Music Society, A.A.H.K.U.S.U.
- “Staff” shall mean both the academic staff and non-academic staff of the Department of Music.
- “Term” shall mean the same as stated in the University Statutes;
- “Constitution” shall mean the constitution of Music Society, A.A.H.K.U.S.U.;
- “Chairman” shall mean the Chairman of the Committee;
- “A.G.M.” shall mean Annual General Meeting of Music Society, A.A.H.K.U.S.U.;
- “E.G.M.” shall mean Extraordinary General Meeting of Music Society, A.A.H.K.U.S.U..
- “General Meeting” (s) shall mean all the A.G.M. and the E.G.M.

II. General

Article 1. Name

1. The name of the Society shall be the “Music 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音樂學會”.

Article 2. Affiliation

The Society shall be a Departmental Society affiliated to the A.A.H.K.U.S.U..

Article 3. Aims

The aims of the Society shall be:

1. To promote the general welfare of the Members.
2. To develop a better relationship and understanding among the Members and the Staff.
3. To promote a better understanding among the Students who have enrolled in any courses of the Department.
4. To raise the profile of the Society in the University.
5. To promote interest in music among the Students.

III. Membership

Article 1. Membership

a) Honorary Membership

The head of the Department shall be the ex-officio Honorary President of the Society and the Staff shall automatically be the Honorary Members.

b) Full Membership

All Music Major and all Undergraduates who have enrolled in any courses provided by Department shall automatically be the Full Members and each shall pay the membership fee as defined in the Constitution.

c) Associate Membership

All undergraduates and graduates of the University shall be the Associate Members upon payment of membership fee.

Article 2. The term of Membership

- a) If a Member is enrolled before the A.G.M. and within the first term, his/her term of membership terminates at the end of the A.G.M. in the next year.
- b) If a Member is enrolled within a period other than the stated above, his/her membership shall terminate with the session year of the Society.
- c) The subscription of each term of the membership payable by all Full members shall be HK\$15 and that by Associate Members shall be HK\$15 also.

Article 3. Privileges

- a) All Members shall enjoy the following privileges:
 1. To enjoy welfare provided by the Society.
 2. To attend the General Meetings.
 3. To participate in the activities organized by the Society.
- b) Only Music Major shall have the right to vote in the General Meetings to nominate and all Full Members can be nominated as candidates in the elections of the Committee.

IV. General Meetings

Article 1. Authority

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

Article 2. Quorum

1. Not less than 25% of the Music Major shall form a 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 Music Major present there shall form a quorum.

Article 3. Annual General Meeting

1. The A.G.M. shall be held within November.
2. A notice of the A.G.M. and the agenda thereof shall be posted at least 14 days beforehand.
3. A mass email of the A.G.M. shall be sent at least 14 days beforehand.
4. Any decision on a motion shall be reached with a simple majority of valid vote.
5. The business of A.G.M. shall be:
 - (i) to receive and adopt the minute of the last A.G.M. which may have been held since the previous A.G.M. and all E.G.M.(s);
 - (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 a financial report and statement of accounts, duly audit of the Society of the current session prepared by the financial secretary;
 - (iv) to amend the Constitution, if necessary;
 - (v) to elect the Committee for the coming session; and
 - (vi) to deal with any other business.

Article 4. Extraordinary General Meeting

1. The Committee shall have the right to convene an E.G.M. for any propose at any time.
2. The Chairman shall convene an E.G.M. upon a requisition signed by not less than 20% of the Full Members.
3. A notice of such General Meeting and the agenda shall be posted at least 7 days beforehand.
4. A mass email the E.G.M. shall be sent at least 7 days beforehand.
5. No other business shall be discussed thereat without the consent of 2/3 of the Full Members present.

V. Executive Committee

Article 1. Office Bearers

- a) Executive Committee

The Committee of the Society shall comprise the following:

 - Chairman
 - External Vice-Chairman

- Internal Vice-Chairman
- General Secretary
- Financial Secretary
- Publication Secretary
- Programme Secretary
- Social and Welfare Secretary
- Sports Captain
- Marketing Secretary

b) Executive Committee Meetings

- i. The executive committee meetings shall be convened by the Chairman at least once in each term of the academic year.
- ii. At all the committee meetings, a simple majority shall form a quorum.
- iii. Agenda shall be prepared by the Chairman at least 3 days before the executive committee meeting.
- iv. Minutes shall be prepared for reference within 7 days after the executive committee meeting.

Article 2. Session of office

The session of office for the Committee shall commence immediately after the A.G.M. and terminate before the end of the A.G.M. of the succeeding year.

Article 3. Authority

The Committee shall have the authority to appoint sub-committees for any specific purpose.

Article 4. Duties

- a) Honorary President
The Honorary President shall be the Honorary Auditor of the Society.
- b) Chairman
The Chairman shall preside at all General Meetings and be the Chief Executive of the Society.
- c) External Vice-Chairman
The External Vice-Chairman shall assist the Chairman in all external affairs of the Society.
- d) Internal Vice-Chairman
The Internal Vice-Chairman shall assist the Chairman in all internal affairs of the Society and shall be the ex-officio Chairman of the Committee in the absence of the Chairman.
- e) General Secretary
 - i. The General Secretary shall handle all correspondence of the Society, record minutes of all the committee meetings and prepare an annual report of the activities of the Society at the end of the Society session.
 - ii. The General Secretary shall be responsible for all present and past records of the Society.
- f) Financial Secretary
The Financial Secretary shall handle all financial matters of the Society including drafting the budget, keeping an account of all income and expenditure of the Society and preparing two financial reports in the Society session.
- g) Publication Secretary
The Publication Secretary shall be responsible for all the publications of the Society.
- h) Programme Secretary
The Programme Secretary shall be responsible for the programmes of all the academic activities of the Society.
- i) Social and Welfare Secretary
The Social and Welfare Secretary shall be responsible for all social activities and for promoting the welfare of the Members.
- j) Sports Captain
The Sports Captain shall be responsible for organizing all sports activities of the Society.
- k) Marketing Secretary
The Marketing Secretary shall be responsible for handling all the marketing affairs of the Society.

VI. Election and Voting

Article 1. Election

1. The nomination period shall be opened 3 weeks before the A.G.M. and closed 1 week before the A.G.M.

2. The nomination of the candidates shall be proposed and seconded by Full Members and shall be submitted to the Committee at least 1 week before.
3. The Committee members shall be eligible for by-election.

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 will be elected Ipso Facto.
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, H.K.U.S.U. all except representatives of the society, to be the returning officer for the General Meeting.?????

Article 4. By-election

1. In the event of any committee post falling vacant at any time, an E.G.M. is to be held.
2. Nomination for a by-election shall be opened to all Full Members 7 clear days before any E.G.M. is held specifically for the purpose.
3. All nomination for the post laid vacant shall be in the hands of the Chairman of the E.G.M. 24 hours before the meeting takes place.

VII. Constitution

Article 1. Interpretation

Interpretation of the Constitution shall rest with the Committee.

Article 2. Amendment

Amendment of the Constitution should be made at the A.G.M. or an E.G.M. convened for such purpose, with the approval of 2/3 of the Full Members present at the General Meeting. The amendment shall come into effect at the date(s) approved at the General Meeting.

Article 3. Reference

In case of dispute for which no ruling has been given in the Constitution, reference should first be made to constitution of the A.A.H.K.U.S.U. and second 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 Members present on the occasion.