



# **ECONOMICS AND FINANCE SOCIETY**

## **BUSINESS AND ECONOMICS ASSOCIATION** **HONG KONG UNIVERSITY STUDENTS' UNION**

### **CONSTITUTION**

#### **SECTION I GENERAL**

##### Article 1. Name

- A. The full name of the Society shall be “Economics and Finance Society, Business and Economics Association, Hong Kong University Students’ Union”, hereafter referred as ‘the Society’.

##### Article 2. Founding Aims

- A. To encourage the study of economics and finance, social and political conditions, particularly those of Hong Kong and the Far East
- B. To promote understanding and the general welfare among members of the Society
- C. To train up future business leaders

#### **SECTION II MEMBERSHIP**

##### Article 1. Honorary Membership

- A. The President, the Vice-President, the Graduate Vice-President, the Honorary Vice-Presidents and the Honorary Auditor shall be invited by the Executive Committee as Honorary Members.

##### Article 2. Full Membership

- A. All students currently registered in School of Economics and Finance shall be entitled to full membership of the Society on payment of a three-year-basis membership fee of HK\$120.00.
- B. The Society shall have at least two-third of its full members that have been registered as full time students in Faculty of Business and Economics.

##### Article 3. Associate Membership

- A. All members of the staff, all past graduates of School of Economics and Finance, and all full members of Hong Kong University Students’ Union shall be eligible for associate membership on payment of the prescribed three-year-basis associated membership fee of HK\$90.00.
- B. Any person not being eligible for membership of the Society under Article 2 and 3A shall be entitled to associate membership fee of HK\$90.00 under the prior approval of the Executive Committee of the Society.



#### Article 4. Guest Membership

- A. All third year members starting from the end of their curriculum until the end of the forthcoming Annual General Meeting shall be guest members of the Society.

### **SECTION III PRIVILEGE**

#### Article 1. All members of the Society shall be entitled

- A. To use all facilities provided by the Society for the general use of its members.
- B. To attend functions and general meetings arranged by the Society.

Article 2. Full members of the Society shall have the right to vote in General Meeting, nominate and to be nominated for election, and be eligible for office in the Executive Committee of the Society.

Article 3. Associate members shall be nominated for election under the prior approval of Executive Committee of the Society.

### **SECTION IV ORGANIZATION**

#### Article 1. Structure

- A. An Advisory Board shall consist of the followings:
  - a. President
  - b. Vice-President
  - c. Graduate Vice-President
  - d. Honorary Vice-President
  - e. Honorary Auditor
- B. An Executive Committee (hereafter referred to as ‘the Committee’) shall be composed of fifteen posts including the followings:
  - a. Chairman
  - b. Vice-Chairman (Internal)
  - c. Vice-Chairman (External)
  - d. Honorary Secretary
  - e. Financial Controller
  - f. Media Officer
  - g. Publication Officer
  - h. Publicity Officer
  - i. Social Officer
  - j. Welfare Officer
  - k. Academic Officer
  - l. Business Communications Officer
  - m. Marketing Officer



- n. Public Relations Officer
- o. External Affairs Officer
- C. At least two past Executive Committee Representatives should be delegated in the respective Executive Committee Meeting.

## Article 2. Duties of officials

- A. The Advisory Board shall advise in all the undertakings of the Society. All members of the Advisory Board shall be invited for the Annual General Meeting.
- B. The Chairman shall represent the Society in all affairs, and shall preside in all unless delegated.
- C. The Vice-Chairman (Internal) shall assist the Chairman in all his or her duties pertaining to internal affairs and shall be the ex-officio Chairman of the Executive Committee in the absence of the Chairman.
- D. The Vice-Chairman (External) shall assist the Chairman in all his or her duties pertaining to external affairs, and shall be the ex-officio Chairman of the Executive Committee in the absence of the Chairman and the Vice-Chairman (Internal). He or She shall be the general correspondence of the Society.
- E. The Honorary Secretary shall be responsible for administration of all general affairs of the Society and handle all documents and correspondence of the Society.
- F. The Financial Controller shall maintain financial stability of the Society.
- G. The Media Officer shall facilitate information flow among the Society, Executive Committee Members, members, Alumni, external entities, students of The University of Hong Kong and the general public.
- H. The Publication Officer shall promote all functions of the Society by designing and producing all kinds of publicity means.
- I. The Publicity Officer shall promote all functions of the Society by setting promotion strategies.
- J. The Social Officer shall maintain good relationship among Alumni, past Executive Committee Members and the Society.
- K. The Welfare Officer shall promote the general welfare among members and maintain good relationship with members.
- L. The Academic Officer shall facilitate students in the study of economics and finance and encourage students to keep pace with society.
- M. The Business Communications Officer shall maintain good relationship with firm representatives.
- N. The Marketing Officer shall promote the general welfare among members through external resources.



O. The Public Relations Officer shall maintain good relationship with Advisors, societies and external entities.

P. The External Affairs Officer shall maintain good relationship with University Departments and external entities.

#### Article 3. Subcommittees

A. The Committee shall have the authority to delegate power to a subcommittee to deal with any business.

#### Article 4. Session

A. The Session of the Society shall commence on the first day after the Annual General Meeting to the day of the next Annual General Meeting.

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

#### Article 5. Committee Meetings

A. Committee Meetings shall be convened by the Chairman, or in his or her absence, by the Vice-Chairman (Internal) or the Vice-Chairman (External).

B. Chairman of the Committee Meetings shall be the Chairman, or in his or her absence, by the Vice-Chairman (Internal) or the Vice-Chairman (External).

C. Each Executive Committee Member shall be entitled the right to speak and vote in the Committee Meetings.

D. Not less than two-third of the Executive Committee Members shall form a quorum.

### **SECTION V GENERAL MEETINGS**

#### Article 1. General

A. Authority

a. The vote of a General Meeting possesses the highest authority in all matters affecting the Society.

B. Notice

a. A notice of a General Meeting and its agenda shall be given seven clear days beforehand.

C. Quorum

a. At all General Meetings, not less than thirty full members of the Society shall form a quorum. If the quorum is not formed after an hour of the time scheduled for the commencement of the meeting, the meeting shall be adjourned to the same date in the following week with the same quorum, and if at that meeting a quorum is still not formed, all full members presented there shall form a quorum.

D. Returning Officer



- a. The Committee shall invite at least one member of the Business and Economics Association Council, not being a member of the Committee, as the Returning Officer for each General Meeting.
- E. At all General Meetings, Union Council meeting procedures, Constitution and by-laws of Business and Economics Association HKUSU should be observed.
- F. No business other than those stated on the agenda shall be discussed at any General Meeting without the consent of at least two-third of the members present.
- G. General Meetings shall be convened by the Chairman, or in his or her absence, the Vice-Chairman (Internal) or the Vice-Chairman (External).
- H. Chairman of the General Meeting should be the Chairman, or in his or her absence, the Vice-Chairman (Internal) or the Vice-Chairman (External).
- I. Voting by proxy must be accompanied by a letter signed by the full member absent one hour before the commencement of the meeting. No more than one proxy shall be possessed by full member present in the General Meeting.

## Article 2. Annual General Meeting

- A. Date
  - a. The Annual General Meeting shall be held before the opening of the second full term. The date shall be decided and announced by the Committee three weeks beforehand. The Chairman shall preside the Meeting.
- B. The business of the Annual General Meeting shall be:
  - a. To receive and adopt the minutes of the previous Annual General Meeting together with the minutes of all Extra-Ordinary General Meetings, which may have occurred since Annual General Meeting.
  - b. To receive and adopt the Annual Report of Honorary Secretary for the current session.
  - c. To receive and adopt the Financial Controller's report and the audited Statement of Accounts and Balance Sheet of the Society for the current session.
  - d. To amend constitution, if any.
  - e. To elect Committee Members of the Society for the succeeding session.
  - f. Any other business.

## Article 3. Extra-Ordinary General Meeting

- A. The Committee may call an Extra-Ordinary General Meeting at any time.
- B. Upon a requisition made in writing to the Honorary Secretary and signed by not less than thirty full members, the Committee shall convene an Extra-Ordinary General Meeting within two weeks. Any such requisition shall specify the



objects of the proposed meeting, and other matters shall not be discussed at there without the consent of at least three-fourth of the full members present. At least seven clear days' notice shall be given any amending motion.

- C. Amendment of Constitution and Rules
- D. No alternation of the existing rules or any addition to there shall be made except at the Annual General Meeting or any Extra-Ordinary General Meeting convened for the purpose. At least seven clear days' notice shall be given of any amending motion.
- E. Vote of Non-confidence
  - a. A vote of non-confidence for infringement of the Constitution, negligence of duties or unbecoming conduct may be moved against any member of the Committee at any Extra-Ordinary General Meeting held specifically for the purpose. A vote so passed shall call for the resignation of the person against whom the vote is moved.

## **SECTION VI ELECTION**

### **Article 1. Nomination**

- A. Nomination for posts of the Society officials as stated in Section V Article 1B shall be opened three weeks before the Annual General Meeting and the nomination should be closed 48 hours before the Annual General Meeting.

### **Article 2. Voting**

- A. When there is only one candidate for the post, the candidate shall be declared elected if he has secured a number of votes for him greater than the number of votes against him and he has secured a number of votes for him no less than one-quarter of the quorum of the Annual General Meeting.
- B. When there are two or more candidates for one post, a secret ballot shall be held. The elected candidate must gain no less than one-quarter of the votes of the full members present in the Annual General Meeting and must have the highest votes among the candidates.

### **Article 3. Returning Officer**

- A. The Committee shall invite at least one Returning Officer to act as Election Official. He must be a member of Business and Economics Association and not being a member of the Committee.

### **Article 4. Vacancy and Resignation**

- A. In case any Executive Committee Member wishes to resign, he must obtain the simple majority approval of the Committee.
- B. The Executive Committee Member may demand a Executive Committee Member to resign at an Extra-Ordinary General Meeting if he has committed



any serious infringements of the Constitution or used the name of the Society in illegal or corruptive acts.

- C. Should there arise a vacancy in the Executive Committee Member other than the Chairman, the vacancy can be filled by any member appointed by the Committee. Should the Chairman resign his post or receives a vote of non-confidence, an Extra-Ordinary General Meeting shall be convened to elect a new Chairman.

## **SECTION VII INVITATION OF PRESIDENT, VICE-PRESIDENT AND OTHER HONORARY MEMBERS**

Article 1. The President, the Vice-President, the Graduate Vice-President, the Honorary Auditor and the Honorary Vice-President shall be invited by the Committee.

Article 2. The Vice-President must be member of the teaching staff of School of Economics and Finance.

Article 3. The Honorary Auditor must be an authorized accountant or a member of teaching staff of School of Economics and Finance

## **SECTION VIII INTERPRETION**

Article 1. The Chairman, representing the Society, shall have the sole right of interpretation of the Constitution.