

Mathematics Society,
SS, HKUSU
Constitution

Section O Definitions

In this Constitution,

- (a) "Society" shall mean the Mathematics Society, SS, HKUSU;
- (b) "Department" shall mean the Department of Mathematics, The University of Hong Kong;
- (c) "Mathematics students" shall mean all undergraduates taking any curriculum offered by the Department or majoring in mathematics;
- (d) "Committee" shall mean the Executive Committee of the Society.

Section I General

Article 1 Name

The Society shall be called "Mathematics Society, SS, HKUSU", in short form "MathSoc".

Article 2 Affiliation

The Society shall be affiliated to Science Society, HKUSU.

Article 3 Purpose

The aim and purpose of the Society shall be:

- (a) To maintain the internal coherence among members;
- (b) To promote sense of belongings of the Department to Mathematics Students;
- (c) To enhance communication and relation between the Department and Mathematics students;
- (d) To promote the interest in mathematics within the Society and the public;
- (e) To fight for and provide general welfare for the members;
- (f) To represent Mathematics students as a whole.

Article 4 Session

The session of the Society shall commence on the seventh day after the Annual General Meeting and shall terminate on the sixth day after the Annual General Meeting in the following year.

Section II Membership

Article 1 Memberships

(a) Full Membership

- i. All undergraduates taking any curriculum offered by the Department or majoring in mathematics shall be eligible for Full Membership of the Society on the return of application forms and on payment of the prescribed subscriptions.
- ii. All undergraduates taking approved course(s) offered by the Department within an academic year shall be eligible for Full Membership of the Society on the return of application forms and on payment of the prescribed subscriptions.

(b) Associate Membership

- i. All Full Members of the Hong Kong University Students' Union not eligible for Full Membership under Article 1(a) of this Section shall be eligible for Associate membership of the Society on the return of application forms and on payment of the prescribed subscriptions.
- ii. All Full Members of the Society who are no longer eligible for Full Membership but eligible for Full Membership of the Hong Kong University Students' Union shall automatically become Associate Members of the Society for the remaining period of the membership without paying any other fee.

(c) Staff Membership

All postgraduates, teaching and non-teaching staff of the Department shall be Staff Members of the Society.

(d) Graduate Membership

All graduates who have had Memberships shall be Graduate Members of the Society on the return of application forms and on payment of the prescribed subscriptions.

(e) Honorary Membership

Honorary Memberships shall be nominated by the Committee and shall be under the adoption of the General Meeting.

Article 2 Privileges

(a) All members of the Society shall enjoy the following privileges:

- i. To use all facilities provided by the Society for the general use of its members;
- ii. To participate in functions and activities arranged by the Society;
- iii. To enjoy all welfare provided by the Society;
- iv. To participate in General Meetings of the Society;
- v. To receive a copy of the Constitution of the Society upon request.

(b) Only Full Members shall enjoy the following privileges:

- i. To vote at General Meetings of the Society;
- ii. To move and second motions at General Meetings of the Society;
- iii. To vote, nominate and be nominated for the Society elections and be eligible for office in the Committee.

Section III General Meetings

Article 1 Authority

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

Article 2 Chairman

- (a) The Chairman of the Committee shall take the chair.
- (b) In the event of the Chairman vacating the chair or in his absence, a Full Member of the Society shall be appointed to take the chair.

Article 3 Honorary Secretary

The proceedings of all General Meetings shall be recorded by the General Secretary of the Committee, or in his absence, a Full Member of the Society appointed by the occupant of the chair.

Article 4 Quorum

At all General Meetings, at least one-sixth of the Full Members of the Society shall form a quorum. In the event of failure to form a quorum within one hour from the starting time, the General Meeting shall be postponed and the Committee shall decide the postponement.

Article 5 Annual General Meeting

- (a) The Annual General Meeting shall be convened by the Chairman of the Committee, or, in his absence, the General Secretary of the Committee, and be held within the period of 15th November to 30th November.
- (b) The business of the Annual General Meeting shall be:
 - i. To receive and adopt the agenda;
 - ii. To receive and adopt the minutes of the previous Annual General Meeting together with the minutes of any and all Extraordinary General Meetings which may have been held within the present session;
 - iii. To receive and adopt the financial report of the remaining part of the previous session;
 - iv. To receive and adopt the annual report of the present session of the Committee;
 - v. To receive and adopt the financial report of the present session up to dated 31st October;
 - vi. To receive and adopt the working and financial report of sub-committees, if any;
 - vii. To receive the results of the election of all members of the Committee of the following session;
 - viii. To receive and adopt the Annual Plan of the following session;
 - ix. To receive and adopt the Society Budget of the following session;
 - x. To appoint the Advisor of the following session;
 - xi. To amend the Constitution, if any;
 - xii. Any other business.

Article 6 Extraordinary General Meeting

- (a) An Extraordinary General Meeting shall be called by:
- i. The Committee if necessary; or
 - ii. A requisition signed by at least 15 Full Members of the Society. Any such requisition shall specify the purpose of the proposed Extraordinary General Meeting.
- (b) An Extraordinary General Meeting shall be held not later than 14 days upon request.

Article 7 Notice

Notice and agenda shall have been posted:

- i. At least 5 clear days before the Annual General Meeting;
- ii. At least 2 clear days before an Extraordinary General Meeting.

Article 8 Meeting Procedures

- (a) At all General Meetings, the Standing Orders of the Hong Kong University Students' Union Council shall be observed.
- (b) No business other than those stated on the adopted agenda shall be discussed at any General Meeting without the consent of at least two-third of the Full Members present.

Article 9 Returning Officer

In each General Meeting, the Committee shall invite one member of the Science Society Council, HKUSU, who must not be a member of the Society as the Returning Officer.

Article 10 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 a General Meeting.
- (b) A vote so passed shall call for the immediate resignation of the person against whom the vote is moved.

Article 11 Vote of Confidence

Any member of the Committee who ceases to be a Full Member of the Society during his term of office in a Session may continue to hold office till the end of that Session upon a Vote of Confidence being passed to him at a General Meeting.

Section IV Elections

Article 1 Nomination

- (a) Nominations for members of the Committee of the Society in the following session shall be opened by the Committee between 10th October and 25th October inclusively.
- (b) No candidate shall be nominated for more than one post.
- (c) Nominations shall only be made on official forms provided for the purpose. Such

- forms shall be obtained from and shall be submitted to the Committee.
- (d) Names of the candidates shall be posted within 24 hours after the nomination forms are accepted by the Committee.

Article 2 Election Day

- (a) The election shall be convened between 5th November and 20th November inclusively.
- (b) Notice of the election day shall have been posted at least 7 clear days beforehand.

Article 3 Voting

- (a) Voting shall be by secret ballot.
- (b) When there is only one candidate for the post, the candidate shall be declared elected if the number of valid votes cast for the candidate is at least one-fifth of the Full Members of the Society, and is greater than the number of votes against him.
- (c) When there are two or more than two candidates for one post, each voter shall be entitled to one ballot paper and one vote for the post. A candidate shall be declared elected if the number of valid votes cast for him is highest among the candidates and is at least one-fifth of the Full Members of the Society. In the event of a tie at the first place, a second vote shall be held within 7 days immediately following the election between the candidates who have tied.

Article 4 Returning Officers

The Committee shall invite the Advisor and one member of the Science Society Council, who must not be a member of the Society, as the Returning Officers for the election. In case the Advisor cannot be present, a lecturer of the Department shall be invited instead.

Article 5 Announcement of Election Results

Result of the election shall be announced within 2 days after the conclusion of the election.

Article 6 Re-election

- (a) The Committee shall have the power to order a re-election in the event of any contravention of the election procedures or any complaint raised within 24 hours of the announcement of the results of the election. Any such complaint shall be signed by the complainant.
- (b) The re-election must take place within 7 days immediately following the election.
- (c) All other procedures not mentioned here shall be followed as those stipulated in Article 3, 4 and 5 of this Section.

Article 7 By-election

- (a) In the event of vacancy of any post of the Committee, nomination for the post shall be re-opened upon written request signed by at least 2 Full Members of the Society. Any such request shall be submitted to the Committee or, only in case there is no Committee, to the outgoing Committee.
- (b) Not later than 2 days upon the request, the Committee shall declare nomination for the vacant post to be opened for one week.
- (c) The election shall only be convened 7 days after the nomination period and not later

- than one month after the submission of the request.
- (d) All other procedures not mentioned here shall be followed as those stipulated in Articles 1(b), 1(c), 1(d), 2(b), 3, 4, 5 and 6 of this Section.

Section V Executive Committee

Article 1 Composition

The following shall be members of the Committee:

- (a) Chairman;
- (b) Internal Vice-Chairman;
- (c) External Vice-Chairman;
- (d) General Secretary;
- (e) Financial Secretary;
- (f) Academic Secretary;
- (g) Sports Secretary;
- (h) Publication and Publicity Secretary (I);
- (i) Publication and Publicity Secretary (II);
- (j) Marketing and Welfare Secretary.

Article 2 Power

- (a) The Committee shall have the sole authority to represent the Society in executing its duties.
- (b) The Committee shall have the power to appoint sub-committees for any specific purpose.

Article 3 Duties

- (a) Chairman
 - i. The Chairman shall preside all meetings of the Society at which he is present.
 - ii. The Chairman shall be the chief executive of the Society and of the Committee.
- (b) Internal Vice-Chairman

The Internal Vice-Chairman shall assist the Chairman in all internal affairs.
- (c) External Vice-Chairman

The External Vice-Chairman shall assist the Chairman in all external affairs.
- (d) General Secretary
 - i. The General Secretary shall be the secretary of all meetings.
 - ii. The General Secretary shall be responsible for keeping a record of registry.
 - iii. The General Secretary shall be responsible for the management of all documents and materials of the Society.
 - iv. The General Secretary shall be responsible for the annual report.
- (e) Financial Secretary
 - i. The Financial Secretary shall keep an account of all income and expenditure of the Society.

- ii. The Financial Secretary shall be responsible for the drafting of the budget of the Society.
- iii. The Financial Secretary shall be responsible for the financial report.

(f) Academic Secretary

The Academic Secretary shall be responsible for all academic affairs of the Society.

(g) Sports Secretary

The Sports Secretary shall be responsible for all sports affairs of the Society.

(h) Publication and Publicity Secretary

- i. The Publication and Publicity Secretaries shall be responsible for all publication and publicity affairs of the Society.
- ii. The Publication and Publicity Secretaries shall be responsible for the maintenance and updating of the website of the Society.

(i) Marketing and Welfare Secretary

- i. The Marketing and Welfare Secretary shall be responsible for all marketing affairs of the Society.
- ii. The Marketing and Welfare Secretary shall be responsible the general welfare of the Society.

Article 4 Annual Plan

- (a) The Annual Plan of the Society shall be prepared by the Committee of the following session and adopted at the Annual General Meeting.
- (b) The Annual Plan must be posted for at least 5 clear days before the Annual General Meeting.

Article 5 Meetings

- (a) All Committee meetings shall be convened by the Chairman, or at the request of any three members of the Committee.
- (b) At all Committee meetings, at least two-third of the Committee members (Past Representatives not included) shall form a quorum.
- (c) At least 1 clear day notice shall be given for a Committee meeting.

Article 6 Resignation

In case any Committee member wishes to resign, an Extraordinary General Meeting shall be convened to receive and adopt his resignation.

Article 7 Past Representatives

The Committee shall appoint at least 2 Committee members to be Past Representatives for the following session.

Section VI Finance

Article 1 Financial Session

The financial session shall correspond to the session of the Society.

Article 2 Subscription

- (a) Every Full Member and Associate Member of the Society shall pay a subscription fee of:
- i. HK\$90 for those who first obtains his Membership in his first year of undergraduate study; or
 - ii. HK\$60 for those who first obtains his Membership in his second year of undergraduate study; or
 - iii. HK\$30 for those who first obtains his Membership in his third or subsequent years of undergraduate study.
- This subscription shall cover all the subsequent years of his undergraduate study.
- (b) Every Graduate Member of the Society shall pay a subscription fee of HK\$20 for every 3 years of the membership.

Article 3 Budget

- (a) The Society Budget of the Society's income and expenditure shall be prepared by the Financial Secretary of the following session and adopted at the Annual General Meeting.
- (b) The Society Budget must be posted for at least 5 clear days before the Annual General Meeting.

Article 4 Financial Report

The Financial Secretary shall prepare and submit:

- (a) The financial report of the present session up to dated 31st October to the Annual General Meeting of present session.
- (b) The financial report of the remaining part of the present session to the Annual General Meeting of the following session.

Article 5 Audit Committee

- (a) The Audit Committee shall consist of at least two members of the staff of the Department.
- (b) The Audit Committee shall audit the accounts and balance of the past financial session before the submission to the Annual General Meeting for adoption.

Section VII Advisor

A lecturer of the Department shall be appointed to be the Advisor for the following session in the Annual General Meeting.

Section VIII Constitution

Article 1 Interpretation

The General Meeting shall possess the highest authority in the interpretation of the Constitution.

Article 2 Amendment

- (a) No part of the Constitution shall be amended except at the Annual General Meeting or at an Extraordinary General Meeting held specifically for the purpose. The Constitution can only be amended if at least two-third of the Full Members present at

the General Meeting vote for it.

- (b) Notice of the proposed amendment shall have been posted at least 5 clear days in advance, intimation specifically the changes proposed.