

**CONSTITUTION**  
**of**  
**RICCI HALL STUDENTS' ASSOCIATION**

Founded in 1930  
Amended on 29<sup>th</sup> March, 1963,  
And on 14<sup>th</sup> October, 1963,  
And on 12<sup>th</sup> April, 1965,  
Revised on 28<sup>th</sup> February, 1967,  
Amended on 6<sup>th</sup> April, 1973,  
And on 15<sup>th</sup> March, 1977,  
And on 10<sup>th</sup> April, 1978,  
And on 3<sup>rd</sup> April, 1979,  
And on 2<sup>nd</sup> April, 1980,  
And on 17<sup>th</sup> February, 1981,  
And on 25<sup>th</sup> February, 1984,  
And on 28<sup>th</sup> October, 1987,  
And on 28<sup>th</sup> February, 2001

**INTRODUCTION:**

It shall be understood by the members of this Association that from the very nature of this Hall, the Warden shall have power vetoing any legislation made by this Association which in his considered opinion would run counter to the ends for which this Hall was founded, or to the smooth running of the Hall.

## **SECTION I: GENERAL**

### *Article 1: Name*

The name of this Association shall be The Ricci Hall Students' Association, hereinafter referred to as The Association.

### *Article 2: Purpose*

The purpose of the Association shall be:

- (a) to promote the intellectual, social and athletic interests of the member,
- (b) to cooperate in the training of character, and
- (c) to foster a happy and lasting family spirit.

### *Article 3: Association Session*

The Association Session shall begin with the conclusion of the Annual General Business Meeting and shall terminate with the conclusion of the Annual General Business Meeting of the following year.

The Annual General Business Meeting shall be held within the last two weeks of February and the whole March.

### *Article 4: Official Language*

English and Chinese shall be the official languages of the Association in which all official meetings and official correspondence shall be conducted.

## **SECTION II: MEMBERSHIP**

### *Article 1:*

There shall be 5 membership categories:

- (a) Full (resident) members
- (b) Associate (non-resident) members
- (c) Honorary members (Tutors and Jesuits)
- (d) Life members (past members)
- (e) Honorary life members (benefactors)

No membership in the Association shall be ex-officio except the Warden who shall be ex-officio President of the Association.

- (a) Full members shall consist of present students of the University of Hong Kong who have been registered by the Warden as resident members of Ricci Hall and who have paid the prescribed fees.
- (b) Associate members shall consist of present students of the University of Hong Kong who have been registered by the Warden as non-resident members of Ricci Hall.
- (c) Honorary members shall be Jesuits and tutors residing in Ricci Hall duly recommended and invited by the Committee.
- (d) Life members shall be those past full, associate and honorary members who have paid the prescribed life membership fees.
- (e) Honorary Life membership of the Association shall be conferred on such persons as are recommended by the President and approved at a General Meeting.

*Article 2: Privileges of degree of membership*

- (a) Full members shall have the right to
  - i) enjoy all facilities of the Association,
  - ii) take part in all Association activities and functions,
  - iii) vote, nominate candidates and be nominated for candidature to the Association Committee.

Associate members shall have the right to

- i) enjoy all facilities of the Association,
  - ii) take part in all Association activities and functions.
- (b) Honorary Members shall be entitled to enjoy all the privileges of full members except that mentioned in (a) iii) above.
- (c) Life Members shall be entitled to
  - i) have their names enrolled in perpetuity on a list of membership,
  - ii) receive all Hall publications and be informed about all Hall important functions.
- (d) Honorary Life Members shall be entitled to have their names enrolled on a special Roll of Honour in the Hall.

### **SECTION III: GENERAL MEETING**

#### *Article 1: Authority*

The General Meeting shall possess the highest authority in all matter affecting the Association.

#### *Article 2: Annual General Business Meeting*

(a) The AGBM shall be convened by the Honorary Secretary acting under instructions from the Committee and presided over by the Internal Vice-Chairman, or, in his absence, the President, or in the absence of the President, a full member duly appointed by the Meeting.

(b) Business:

- i) To receive and adopt the minutes of the previous Annual General Business Meeting together with the minutes of all Extraordinary General Meetings which may have occurred since the previous Annual General Business Meeting.
- ii) To receive and adopt the Honorary Treasurer's report and the audited statement of accounts and balance sheet prepared to the end of the session.
- iii) To receive and adopt the annual report of the Honorary Secretary for the previous session.
- iv) To receive the Presidential address.
- v) Any other business.
- vi) Election of Committee Members for the following session.

### *Article 3: Extraordinary General Meeting*

No Extraordinary General Meeting shall be held unless it is convened by the Committee at the request of not less than one quarter of the number of Full Members. Any such request shall specify the objects of the proposed meeting and no other matter shall be discussed thereat without the consent of at least two-thirds of the members present. The meeting shall be chaired by the Chairman of the Committee unless the meeting is called for a vote of non-confidence against any member of the Committee, when the President will take the chair.

### *Article 4: Vote of non-confidence*

A vote of non-confidence for infringement of the Constitution, neglect of duties or unbecoming conduct may be moved against any Member of the Committee at an Extraordinary General Meeting held specifically for the resignation of the person or persons against whom the vote is moved.

### *Article 5:*

Notice of Annual General Business Meetings and the agenda thereof shall be posted ten clear days beforehand. Notice of all Extraordinary General Meetings and the agenda thereof shall be posted at least two clear days beforehand.

### *Article 6: Quorum*

At all General Meetings not less than one half of the number of Full Members shall form the quorum.

## **SECTION IV: ELECTIONS**

### *Article 1:*

The Annual Election of the Association shall be held at the Annual General Business Meeting as stated in Section III Article 2 (vi).

### *Article 2: Election of Officials*

- (a) The Internal Vice-Chairman of the Association preside over the election.
- (b) The returning officers shall be the President and/or any Honorary Members invited by the Chairman of the Election.

### *Article 3: Nominations*

Nominations for the chairmanship and for the other posts on the Committee must be submitted to the Honorary Secretary at least 24 hours before the Annual General Business Meeting on forms especially provided for the purpose. Any nominations received after the stipulated time shall not be considered. Each nomination shall contain the name of one candidate together with signatures of a proposer and a seconder and the signature of the candidate signifying his consent. No candidate may be nominated for more than one post. Any candidate may campaign individually for election.

### *Article 4: Method of Voting*

- (a) When there is only one candidate for the post, the candidate shall be declared elected ipso facto.
- (b) When there are two candidates for one post, a straight ballot shall be held. In the event of a tie occurring, the meeting shall adjourn for five minutes, at the end of which it shall resume and a re-vote shall be held. If a tie occurs again, the Chairman of the meeting shall have a casting vote.

- (c) When there are more than two candidates for one post, electors shall indicate on their ballot papers their order of preference for all candidates. Papers shall be arranged and counted according to the first preferences. The candidate at the bottom of the poll on this count shall be declared to have lost, and his votes shall be distributed among the remaining candidates according to the second order of preference indicated on them. This process shall be continued until one candidate has a clear majority and he shall be declared elected. In the event of a tie occurring at any stage of these proceedings the meeting shall adjourn for five minutes, at the end of which it shall resume and a re-vote shall be held. If a tie occurs again, the Chairman of the meeting shall have a casting vote.

#### *Article 5: By-Election*

- (a) In the event of 4 or less vacancies occurring in any Committee post or posts other than of the Chairman, the Committee shall co-opt a member or members to fill the vacancy or vacancies.
- (b) In the event of 5 or more Committee posts falling vacant at any one time, the Chairman shall convene a By-Election General Meeting.
- (c) In the event of a vacancy occurring in the post of Chairman, the President shall convene a By-Election General Meeting. In the event of vacancies occurring in all the Committee posts, the President shall call an Extraordinary Election General Meeting, and shall appoint a chairman for the meeting from amongst the Full Members.



## **SECTION V: COMMITTEE**

### *Article 1: Composition*

The affairs of the association shall be directed by a Committee consisting of a President (the Warden of Ricci Hall, ex-officio), a Chairman, an Internal Vice-Chairman, an External Vice-Chairman, an Honorary Secretary, an Honorary Treasurer, a Sports Captain, an Assistant Sports Captain, a Social Convenor, a Cultural Secretary, a Publications Member, a Welfare Secretary, an Internal Affairs Secretary, and an Associate Members' Secretary.

### *Article 2: Functions*

The Functions of the Committee shall be

- (a)
  - i) To formulate the policy of the Association,
  - ii) To carry out the resolution of General meetings.
- (b) The Committee shall be responsible to the General Meeting for all its actions.

### *Article 3: Meeting*

- (a) A Committee Meeting may be held at any time, and shall be convened by the Honorary Secretary acting under instructions from the Chairman.
- (b) Notice of a Committee Meeting and the agenda thereof shall be posted at 24 hours beforehand.

- (c) At a Committee Meeting not less than half the number of Committee Members in office shall form the quorum, among whom must be the President or the Chairman someone delegated by them.

*Article 4: Duties of Individual Committee Members*

- (a) President: The President shall:
  - i) Recommend to the General Meeting that Honorary Life Membership be conferred on whomsoever he thinks eligible.
  - ii) Address the Annual General Business Meeting.
  - iii) Chair the Extraordinary General Meeting when it is called for a vote of non-confidence against any member of the Committee.
  - iv) Call an Extraordinary Election General Meeting in the event of vacancies occurring in all the Committee posts.
  - v) Call an By-Election General Meeting in the event of the vacancy in the post of the Chairman.
  - vi) Audited all Accounts of the Association. He shall receive and check the Honorary Treasurer's Account Book, cash balance (if any), accounts vouchers, receipts etc., and shall endorse the Honorary Treasurer's Financial Book and cash balance (if any) for the new Honorary Treasurer.
- (b) Chairman: The Chairman shall:
  - i) Be the chief executive.
  - ii) Chair all Extraordinary General Meetings except when the meeting is called for a vote of non-confidence against any member of the Committee.
  - iii) Convene a By-Election General Meeting in the event of 5 or more of the Committee posts falling vacant.
  - iv) Chair all Committee Meetings.
  - v) Sign jointly with the Honorary Treasurer in all transactions of Hall bank

account.

- (c) Internal Vice-Chairman: The Internal Vice-Chairman shall:
  - i) Chair the Annual General Business Meeting.
  - ii) Assist the Chairman in deciding and executing policies of the Association.
  - ~~iii) Be responsible for all matters concerning Past Riccians.~~
- (d) External Vice-Chairman: The External Vice-Chairman shall:
  - i) Assist the Chairman in all external affairs of the Association.
  - ii) Be responsible for all matters concerning the external relations of the Association. He shall represent the interests of the Association in the Hong Kong University Students' Union.
- (e) Honorary Secretary: The Honorary Secretary shall:
  - i) Convene all General Business Meetings of the Association acting under instructions from the Committee.
  - ii) Present a General Report at the Annual General Business Meeting.
  - iii) Receive nominations for the Chairmanship and for the other posts on the Committee for the Annual General Business Meeting.
  - iv) Convene all Committee Meetings acting under instructions from the Chairman, and shall post the agenda thereof at least 24 hours beforehand.
  - v) Record the proceedings of all meetings of the Association, (in his absence this shall be done by any other member of the Committee subject to the approval of the occupant of the chair), and prepare the minutes of all meetings of the Association.
  - vi) Keep all the official documents and record of the Association.

(f) Honorary Treasurer: The Honorary Treasurer shall:

i) Present a Financial Report at the Annual General Business Meeting.

ii) Keep in the Association's Account Book a continuous record of all financial transactions, and give an official receipt for all payments. He shall conclude all financial business and shall hand over his Account Book and cash balance (if any) together with all accounts, receipts, etc., to the President, acting as Auditor.

iii) Sign jointly with the Chairman in all transactions of Hall bank account.

(g) Alumni Secretary: The Alumni Secretary shall:

i) Strengthen the connection between current hallmates and alumni.

ii) Be nominated as the representative of the Association in Ricci Hall Old Boys' Association.

~~(g)~~ (h) Sports Captain: The Sports Captain shall:

i) Be responsible for all sports activities of the Association.

ii) Represent the interests of the Association in the Sports Association, H.K.U.S.U.

~~(h)~~ (i) Assistant Sports Captain: The Assistant Sports Captain shall assist the Sports Captain in all sports activities of the Association.

~~(i)~~ (j) Social Convenor: The Social Convenor shall be responsible for all social activities of the Association.

~~(j)~~ (k) Cultural Secretary: The Cultural Secretary shall:

i) Be responsible for all cultural activities of the Association.

ii) Be responsible for the promotion of interest groups and their co-ordination with the Committee.

~~(k)~~(l) Publications Member: The Publications Member shall be responsible for all publications of the Association.

~~(j)~~(m) Welfare Secretary: The Welfare Secretary shall be responsible for the maintenance of the general welfare of the members of the Association.

~~(m)~~(n) Internal Affairs Secretary: The Internal Affairs Secretary shall:

- i) Be responsible for all recreational activities of the Association.
- ii) Be responsible for the maintenance of all common rooms.

~~(n)~~(o) Associate Members' Secretary: The Associate Members' Secretary shall appoint two Associate Members' Representatives to assist him in all affairs concerning Associate Members of the Association.

## **SECTION VI: CONSTITUTION**

### *Article 1: Interpretation*

The Committee shall have the sole right of interpretation of this Constitution during its term of office.

### *Article 2: Alteration or Amendment*

No part of this Constitution shall be altered or amended except at the Annual General Business Meeting or at an Extraordinary General Business Meeting, notice of which shall have been posted at least ten days in advance, intimating specifically the changes proposed.

### *Article 3: Motions*

A motion to alter or amend this Constitution shall be carried only when agreed to by two-thirds of the members present and voting at the General Meeting.