

Computer Science Association,  
Engineering Society,  
H.K.U.S.U.

Annual Report  
2008 – 2009

## 0. Table of Contents

|  |     |
|--|-----|
| 0. Table of Contents.....  | 2   |
| 1. Preface .....   | 4   |
| 2. The Constitution of Computer Science Association, Engineering Society, H.K.U.S.U. ....    | 5   |
| 3. Terminology .....   | 13  |
| 4. Agenda of the Annual General Meeting, Session 2008– 2009.....                             | 14  |
| 5. Minutes of the Annual General Meeting, Session 2007– 2008.....                            | 15  |
| 6. Minutes of the 1st Extraordinary General Meeting, Session 2008– 2009.....                 | 77  |
| 7. Nomination List of the proposed cabinet of CSA, ENS, H.K.U.S.U., Session 2009– 2010 ..... | 102 |
| 8. Report of CSA, ENS, H.K.U.S.U., Session 2008– 2009.....                                   | 104 |
| 8.1 General Report.....  | 104 |
| 8.2 Annual Functional Report .....   | 106 |
| 8.2.1 Report on Valentine's Flower Sale.....   | 106 |
| 8.2.2 Report on Inauguration Ceremony .....  | 107 |
| 8.2.3 Report on Joint-Societies 3-on-3 Basketball Competition .....                          | 110 |
| 8.2.4 Report on Orientation Programme 2008.....  | 113 |
| 8.2.4.1 Report on Information Day .....  | 114 |
| 8.2.4.2 Report on Orientation Day .....  | 116 |
| 8.2.4.3 Report on Orientation Camp.....  | 119 |
| 8.2.4.4 Report on Closing Ceremony .....   | 123 |
| 8.2.5 Report on Semester Commencement Dinner .....   | 124 |
| 8.2.6 Report on Career Forum on Computer Science .....                                       | 125 |
| 8.2.7 Report on Halloween Sweets Sale.....   | 127 |
| 8.2.8 Report on Donation of Smiles.....  | 128 |
| 8.2.9 Report on Mixer .....  | 129 |
| 8.2.10 Report on Cyber Spot 2008 .....   | 131 |
| 8.2.10.1 Report on Opening Ceremony & Singing Contest .....                                  | 132 |
| 8.2.10.2 Report on Simplified Netball Competition.....                                       | 134 |
| 8.2.10.3 Report on Closing Ceremony & Cyber Dinner .....                                     | 136 |
| 8.2.11 Report on Superpass fai chun writing and Superpass Dinner .....                       | 138 |
| 8.3 Welfare and Services Report.....   | 140 |
| 8.3.1 Report on Calendar Card .....  | 140 |
| 8.3.2 Report on Class Photo Taking .....   | 141 |
| 8.3.3 Report on Contact Directory.....   | 142 |
| 8.3.4 Report on Marketing Activities.....  | 143 |
| 8.3.5 Report on Membership Card .....  | 145 |
| 8.3.6 Report on Mobile Chain Sales .....   | 146 |
| 8.3.7 Report on Newsletters Publication .....  | 147 |
| 8.3.8 Report on Other Product Sales.....   | 149 |
| 8.3.9 Report on Second-hand Books Sales.....   | 150 |
| 8.3.10 Report on Society Jacket Sales .....  | 151 |
| 8.3.11 Report on Society Polo Shirt Sales .....  | 152 |
| 8.3.12 Report on Society Soccer Team .....   | 153 |
| 8.3.13 Report on Souvenirs to Graduate Students.....   | 155 |
| 8.3.14 Report on Stationary Sales .....  | 156 |
| 8.3.15 Report on Welfare Package Sales.....  | 157 |

|  |     |
|--|-----|
| 8.4 External Affairs Report.....   | 158 |
| 8.4.1 Report on Diplomacy of CSA, ENS, H.K.U.S.U. ....                         | 158 |
| 8.4.1.1 Relationship with other academic bodies .....                          | 158 |
| 8.4.1.2 Participation in inauguration ceremonies of other societies .....      | 160 |
| 8.4.1.3 Report on affiliated with Engineering Society, H.K.U.S.U.....          | 161 |
| 8.4.1.4 Report on joining Joint Universities Computer Association (JUCA) ..... | 162 |
| 9. Annual Financial Report.....  | 163 |

## 1. Preface

This year has been a tough year. The change to Common Admission Scheme for Engineering Faculty has brought to us a great challenge. Freshmen are admitted without major for the first semester. That means we no longer have a "fixed" amount of member; we have to promote our department as well as our society in order to strive for more members. Moreover, our provision task has become very difficult. The future was clouded by the uncertainty of number of participants. The mission of our Orientation Programme had to change too.

Luckily, under the hardworking of my fellow executive committee members and the unlimited support from members and department, we have managed to go through this year with successes. I hope that our experience as the leading sheep under the influence of Common Admission will be useful and become an asset to the upcoming executive committees.

This year has been a fruitful year too. We organised some new function this year. Valentine Flower Sale and Halloween Sweet Sale have brought joy and happiness to our members in special occasions. And one that I must mention is the Donation of Smile. This is a brand new concept in not only our department, but also the Engineering Faculty. We have collected over 1500 people to donate their smiles to us, and the Department is generous enough to donate 50 cents for each smile to (Sowers Action). This brought out a message to the public that we, CS students, do care about the society.

To cope with Common Admission Scheme, my executive committee has tried to build up a home feeling for freshmen since the very first day they entered HKU. Through out the Orientation Programme, we tried to give them warmth and caring, as to let them have a feeling of coming home. We recruited around 60 participants to attend our Orientation Camp, and we kept a steady number of freshmen to attend our functions.

In November, we tried to organise a new function called Cyber Spot, with the help of a Committee formed with freshmen. Although this function may not be very successful, we have spread the seed among the freshmen. Eventually, some of them gathered up and formed a campaign to run for the executive committee of the Association.

In the end, I must say that every success cannot be a success if there is no support from our members. Thank you for the generous support that the members have gave us, and I hope that the members are satisfied with our service in this year. I would also like to take this opportunity to wish our next executive committee good luck in their session. I believe that they will continue to serve the members well, and the members' support will be essential for CSA, ENS, H.K.U.S.U. to continue to strive for excellence.



Ng Che Kit, Keni

Chairperson  
Computer Science Association,  
Engineering Society,  
H.K.U.S.U.

Session 2008 – 2009

## 2. The Constitution of Computer Science Association, Engineering Society, H.K.U.S.U.

THE CONSTITUTION OF COMPUTER SCIENCE ASSOCIATION,  
ENGINEERING SOCIETY, H.K.U.S.U.  
(Last amended on 3rd April 2008)

## 1. GENERAL

## 1.1 NAME

- 1.1.1 The name of the Association shall be "Computer Science Association, Engineering Society, H.K.U.S.U.", in short "CSA, ENS, H.K.U.S.U.", or in Chinese 香港大學學生會工程學會計算機科學學會 (hereinafter referred to as "the Association").

## 1.2 OBJECTIVES

- 1.2.1 To serve as the official representative body of the Association members.  
1.2.2 To promote the general welfare of the Association members.  
1.2.3 To promote friendship and communication among the Association members.  
1.2.4 To facilitate communication between students of the Department of Computer Science (hereinafter referred to as "the Department") and the Department.  
1.2.5 To encourage and facilitate the study of Computer Science of the Association members.  
1.2.6 To serve as a communication channel between the Association members and external organizations and the general public.  
1.2.7 To raise the social respect of the curricula of Bioinformatics, Computer Science, Computer Science and Information Systems, Information Systems/Computer Science, Information Systems/Software Engineering and Software Engineering of the University of Hong Kong.  
1.2.8 To promote the interflowing of the curricula of Bioinformatics, Computer Science, Computer Science and Information Systems, Information Systems/Computer Science, Information Systems/Software Engineering and Software Engineering with other academic bodies.  
1.2.9 To provide current information on career aspects.  
1.2.10 To introduce the curricula of Bioinformatics, Computer Science, Computer Science and Information Systems, Information Systems/Computer Science, Information Systems/Software Engineering and Software Engineering of the University of Hong Kong to the general public.

## 1.3 SESSION

- 1.3.1 The Association's session shall commence immediately after the Annual General Meeting (hereinafter referred to as "the AGM") and terminate at the end of the AGM of the succeeding year.

## 1.4 Affiliation

- 1.4.1 The Association shall be affiliated to Engineering Society, H.K.U.S.U.

## 2. MEMBERSHIP

## 2.1 MEMBERSHIP

## 2.1.1 Full Membership

- 2.1.1.1 All undergraduates of the curricula of Bachelor of Business Administration (Information Systems)/Bachelor of Engineering (Computer Science), Bachelor of Business Administration (Information Systems)/Bachelor of Engineering (Software Engineering), Bachelor of Engineering in Computer Science, Bachelor of Engineering in Software Engineering, Bachelor of

Science in Bioinformatics, and Bachelor of Science in Computer Science and Information Systems shall be Full Members of the Association and shall pay the prescribed fee.

## 2.1.2 Associate Membership

2.1.2.1 All graduates of the curricula of Bioinformatics, Computer Science, Computer Science [Information Systems], Computer Science and Information Systems, Information Systems/Computer Science, Information Systems/Software Engineering, Software Engineering, and all postgraduates of Computer Science shall be Associate Members of the Association.

## 2.1.3 Honorary Membership

2.1.3.1 Any person recommended by the Committee referred to Section 3.3 may be voted and appointed at the AGM and become Honorary Members of the Association.

## 2.1.4 Honorary Staff Membership

2.1.4.1 All staff of the Department shall be Honorary Staff Members of the Association.

## 2.1.5 Honorary President

2.1.5.1 The head of the Department shall be the Honorary President.

## 2.1.6 Honorary Auditor

2.1.6.1 The Honorary President of the Association shall also be the Honorary Auditor of the Association.

## 2.2 PRIVILEGES AND RIGHTS

2.2.1 All members of the Association shall enjoy the following privileges:

- 2.2.1.1 to have a membership card valid from the first day of the first semester of an academic year to the thirtieth day of the first semester of the next academic year;
- 2.2.1.2 to use all facilities provided by the Association for the general use of the members;
- 2.2.1.3 to attend all General Meetings (refer to Section 4.1.1) of the Association;
- 2.2.1.4 to attend all functions and activities arranged by the Association for the general participation of its members.

2.2.2 All Full Members of the Association:

- 2.2.2.1 may vote, nominate, and be nominated for election in Association Elections at the AGM or the By-election General Meeting and be eligible for office in the Executive Committee of the Association;
- 2.2.2.2 may propose, second and vote at the AGM, Extraordinary General Meeting (hereinafter referred to as "EGM") and By- election General Meeting.

## 3. OFFICE BEARERS AND COMMITTEE

### 3.1 ADVISORY BOARD

3.1.1 An Advisory Board shall consist of the Honorary President, Honorary Staff Members and Honorary Members.

### 3.2 OFFICE BEARERS

a Chairperson

an Internal Vice-chairperson

an External Vice-chairperson

an Internal General Secretary

an External General Secretary

a Financial Secretary

a Publication & Publicity Secretary

a Social Secretary

a Welfare Secretary

an Information Secretary

a Marketing Secretary

a Sports Secretary

## 3.3 EXECUTIVE COMMITTEE

3.3.1 There shall be an Executive Committee (hereinafter referred to as "the Committee") consisting of the office bearers of the Association and a Past Executive Committee Representative.

## 3.4 POWERS OF THE COMMITTEE

3.4.1 The Committee shall have the power to co-opt any Full Member to fill any vacancy of the Committee that may occur, except those stated in Section 4.4.

3.4.2 The Committee shall have the power to appoint sub-committee for any specific purposes. All such sub-committee shall consist of an ex-officio member.

3.4.3 The Committee shall have the rights to invite any person to attend any meeting or function of the Association.

## 3.5 DUTIES

3.5.1 The Executive Committee shall :

- 3.5.1.1 carry out the general duties related to the operation of the Association;
- 3.5.1.2 formulate and implement the policies of the Association in accordance with its objectives;
- 3.5.1.3 decide on all activities of the Association and the disposal of funds for such activities;
- 3.5.1.4 represent the Association members in matters that affect them as a whole.

3.5.2 The Chairperson shall :

- 3.5.2.1 be the chief executive of the Association and the Committee;
- 3.5.2.2 preside at all meetings of the Association at which he is present.

3.5.3 The Internal Vice-chairperson shall:

- 3.5.3.1 assist the Chairperson in all the duties pertaining to internal affairs;
- 3.5.3.2 be the ex-officio chairperson of the Committee in the absence of the Chairperson.

3.5.4 The External Vice-chairperson shall:

- 3.5.4.1 assist the Chairperson in all the duties pertaining to external affairs;
- 3.5.4.2 be the ex-officio chairperson of the Committee in the absence of the Chairperson and the Internal Vice-chairperson.

3.5.5 The Internal General Secretary shall:

- 3.5.5.1 conduct all general correspondence and record minutes of all meetings;
- 3.5.5.2 prepare the Annual Report to be presented at the AGM;
- 3.5.5.3 be responsible for keeping all past and present documents of the Association.

## 3.5.6 The External General Secretary shall:

- 3.5.6.1 be responsible for all internal and external liaison affairs of the Association;
- 3.5.6.2 be responsible for all external documentary work.

## 3.5.7 The Financial Secretary shall:

- 3.5.7.1 keep an account of all income and expenditure of the Association;
- 3.5.7.2 draft the Annual Budget;
- 3.5.7.3 prepare the Annual Financial Report to be presented at the AGM after audited by the Honorary Auditor;
- 3.5.7.4 be responsible for all general financial matters of the Association.

## 3.5.8 The Publication and Publicity Secretary shall :

- 3.5.8.1 be responsible for producing all publications and publicity of the Association;
- 3.5.8.2 be the ex-officio Editor-in-chief of any magazine or periodical papers that may be issued in the name of the Association.

## 3.5.9 The Social Secretary shall :

- 3.5.9.1 be responsible for all social activities of the Association;
- 3.5.9.2 initiate and organize all kinds of social activities according to the will of the members;
- 3.5.9.3 establish a good relationship among the members.

## 3.5.10 The Welfare Secretary shall :

- 3.5.10.1 be responsible for the general welfare of the Association members.

## 3.5.11 The Information Secretary shall :

- 3.5.11.1 gather and provide current information and arrange activities on academic and career aspects;
- 3.5.11.2 keep a good linkage with other academic bodies in order to promote the interflowing of the curricula of Bioinformatics, Computer Science, Computer Science and Information Systems, Information Systems/Computer Science, Information Systems/Software Engineering and Software Engineering.

## 3.5.12 The Marketing Secretary shall :

- 3.5.12.1 assist the External Vice-chairperson to contact the general public;
- 3.5.12.2 act as a communication channel between the Association and the general public;
- 3.5.12.3 keep a good linkage with business bodies related to Computer Science in order to introduce the curricula of Bioinformatics, Computer Science, Computer Science and Information Systems, Information Systems/Computer Science, Information Systems/Software Engineering and Software Engineering of the University of Hong Kong.
- 3.5.12.4 be responsible for all matters related to marketing activities.

## 3.5.13 The Sports Secretary shall :

- 3.5.13.1 be responsible for all sports activities of the Association;
- 3.5.13.2 initiate and organize all kinds of sports activities according to the will of the members;
- 3.5.13.3 be responsible for the organization of sport teams representing the Association.

## 3.5.14 The Past Executive Committee Representative shall :

## 3.5.14.1 act as a communication channel on past working experience of the Association;

## 3.5.14.2 facilitate and assist the work of the Committee in carrying out the duties.

## 3.6 EXECUTIVE COMMITTEE MEETING

- 3.6.1 The members of the Committee shall have the right to attend and to speak in all Executive Committee Meetings.

## 3.7 RESIGNATION

- 3.7.1 When any Committee member wishes to resign his post, he shall submit a formal resign letter which must be received and adopted by the Committee one month before his resignation.
- 3.7.2 Should the Chairperson resign his post, a By-election General Meeting shall be convened to elect a new Chairperson.

## 4. GENERAL MEETING

## 4.1 GENERAL

- 4.1.1 The term General Meeting shall include the AGM and Extraordinary General Meeting and By-election General Meeting.
- 4.1.2 The vote of a General Meeting shall possess the highest authority in the Association.
- 4.1.3 At all General Meetings, a quorum shall be formed with no less than 15% of Full Members.
- 4.1.4 If after half an hour of the time scheduled for the commencement of the Meeting, a quorum is not formed, the Meeting shall be adjourned to the same weekday in the following week, at which if a quorum is still not formed, all Full Members present shall form a quorum.
- 4.1.5 At all General Meetings, Union Council Meeting procedures and by laws and constitution of the Engineering Society shall be observed.
- 4.1.6 The councilor appointed by the Engineering Council Chairman shall be invited as the returning officer in the General Meeting. The returning officer shall have right to speak on the proceeding of the Meeting only.
- 4.1.7 All General Meetings shall be presided by the Chairperson of the current session of the Association.

## 4.2 ANNUAL GENERAL MEETING

## 4.2.1 The Business of the AGM shall be :

- 4.2.1.1 to receive and adopt minutes of the previous AGM, By- election General Meeting and EGM which may have been held in the session;
- 4.2.1.2 to receive and adopt the Annual Functional Report of the current session;
- 4.2.1.3 to receive and adopt the Annual Financial Report from the Honorary Auditor and the Financial Secretary of the current session;
- 4.2.1.4 to elect the office-bearers for the coming session of the Committee;
- 4.2.1.5 to receive and adopt the Annual Budget from the Honorary Auditor and the Financial Secretary of the newly elected party;
- 4.2.1.6 to amend the Constitution, if any;
- 4.2.1.7 Any Other Business (No business other than that stated in the agenda shall be discussed without the consent of at least two-thirds of the members present).

## 4.2.2 No less than fourteen clear days' notice shall be given for an AGM.

## 4.2.3 The AGM shall be held on or before the forty-second clear day of the second semester of each academic year.

**4.3 EXTRAORDINARY GENERAL MEETING**

- 4.3.1 The Committee shall have the right to convene an EGM for any purpose at any time.
- 4.3.2 An EGM shall be convened within a period of two weeks upon requisition signed by no less than 15% of Full Members of the Association. Such requisition shall specify the objects of the proposed Meeting.
- 4.3.3 No less than seven clear days' notice shall be given for an EGM and the notice convening the Meeting shall state the business to be transacted.
- 4.3.4 No business other than that stated on the agenda shall be discussed at an EGM without the consent of at least two-thirds of the members present.
- 4.3.5 A vote of non-confidence for the infringement of the Constitution, neglect of duties of unbecoming conduct may be moved against any members of the Committee at an EGM held specifically for this purpose. A vote so passed shall call for the immediate resignation of the office-bearers against whom the vote is moved.

**4.4 BY-ELECTION GENERAL MEETING**

- 4.4.1 In the event of three or more posts of the office-bearers falling vacant at any one time, the Chairperson shall convene a By-election General Meeting.
- 4.4.2 In the event of the vacancy occurring in the post of the Chairperson, a By-election General Meeting shall be convened to elect a new Chairperson.
- 4.4.3 In the event of a vacancy occurring in the post of the Chairperson, a Byelection General Meeting shall be convened by the Committee under the delegation of the Internal Vice-chairperson or in case of the absence both the Chairperson and the Internal Vice-chairperson, the External Vice-chairperson.
- 4.4.4 In the event of vacancies occurring in the posts of the Chairperson and the Vice-chairpersons, the Committee shall convene a By-election General Meeting for the election of the vacant posts. One of the office-bearers shall be appointed by the Committee to preside at this Meeting.
- 4.4.5 No less than seven clear days' notice shall be given for a By-election General Meeting.
- 4.4.6 No business other than the election to vacant posts shall take place in a By-election General Meeting.
- 4.4.7 All nominations for the post(s) vacant should be in the hands of the Chairperson of the By-election General Meeting 48 hours before the Meeting taken place.

**5. ELECTION AND VOTING****5.1 NOMINATION**

- 5.1.1 All candidates should be in the form of parties.
- 5.1.2 Nomination of the office-bearers of the Association shall open not less than three weeks before the AGM.
- 5.1.3 Nomination for election shall only contain the names and signatures of candidates, together with the names and signatures of the proposers and seconders, and must be in the hands of the Internal General Secretary, or the Chairperson not less than 10 clear days before the AGM is to take place.
- 5.1.4 The Internal General Secretary shall post a list of all nominations within 3 clear days after the closure of nomination.

**5.2 VOTING**

- 5.2.1 Election of office-bearers shall take the form of secret ballot by individual voting. If there is only

- one candidate party for the Committee, the party shall be declared elected if the number of valid votes cast for the party is no less than half of the Full Members present at the meeting.
- 5.2.2 If there are two or more candidate parties for the Committee, each voter has one vote. A party shall be declared elected if the number of valid votes cast for it is the highest and no less than one-fourth of the Full Members present at this meeting.
- 5.2.3 In the event of a tie at the first place, a second voting shall be held between the parties which have tied.
- 5.2.4 In the event of a tie at the second place, the chairperson of the AGM shall have a casting vote.

**5.3 ANNOUNCEMENT OF ELECTION RESULTS**

- 5.3.1 Results of the election shall be announced within 24 hours after the conclusion of the election and by-election.

**5.4 RE-ELECTION**

- 5.4.1 The Chairperson who presided over the Election shall, on being satisfied that there had been a contravention of any of the election procedures, order a Re-Election. Any request for a Re-Election shall only be entertained if made by not less than ten Full Members in writing together with the grounds on which the request is made submitted to the Chairperson of the Election not later than 24 hours after the announcement of the results of the Election.

**5.5 EXECUTIVE COMMITTEE MEETING**

- 5.5.1 The members of the Committee other than the chairperson of the meeting shall have the right to vote in all Executive Committee Meetings.
- 5.5.2 All decisions and resolutions adopted by the Association must be approved by simple majority of the members of the Executive Committee Meeting. In case when the number of votes on each side of the motion is equal, a second voting shall be held, in which the Chairperson of the Executive Committee Meeting shall have a casting vote.

**6. FINANCE****6.1 FINANCIAL YEAR**

- 6.1.1 Financial year shall correspond to the Executive Committee session.

**6.2 SUBSCRIPTION**

- 6.2.1 Every Full Member of the Association shall pay an registration fee of HK\$10 to the Financial Secretary on joining the Association.
- 6.2.2 Every Associate Member of the Association shall pay an registration fee of HK\$20 to the Financial Secretary on joining the Association.
- 6.2.3 The subscription fee for Full Members shall be paid in accordance with the following table:

Undergraduates of the curricula of Bachelor of Business Administration (Information Systems)/Bachelor of Engineering (Computer Science), Bachelor of Business Administration (Information Systems)/Bachelor of Engineering (Software Engineering), Bachelor of Science in Bioinformatics, and Bachelor of Science in Computer Science and Information Systems:

| Status            | No. of Academic Years Covered | Amount     |
|-------------------|-------------------------------|------------|
| 1st Year Students | 3                             | HK\$105.00 |
| 2nd Year Students | 2                             | HK\$70.00  |

|                          |   |           |
|--------------------------|---|-----------|
| 3rd Year Students        | 1 | HK\$35.00 |
| Students beyond 3rd Year | 1 | HK\$35.00 |

Undergraduates of Bachelor of Engineering in Software Engineering, Bachelor of Engineering in Computer Science:

| Status                   | No. of Academic Years Covered | Amount     |
|--------------------------|-------------------------------|------------|
| 1st Year Students        | 3                             | HK\$110.00 |
| 2nd Year Students        | 2                             | HK\$70.00  |
| 3rd Year Students        | 1                             | HK\$35.00  |
| Students beyond 3rd Year | 1                             | HK\$35.00  |

### 6.3 ANNUAL BUDGET

6.3.1 The Annual Budget shall be prepared by the Honorary Auditor and the Financial Secretary and shall be submitted for adoption at the AGM.

### 6.4 FUND-RAISING

6.4.1 Proposal for fund-raising activities shall be presented to the Committee for approval.

6.4.2 The Financial Secretary shall co-ordinate and supervise all approved plans for fund-raising.

### 6.5 AUDITING

6.5.1 The Financial Secretary shall submit the annual account to the Honorary Auditor not later than two weeks before the AGM for auditing purposes. The audited financial report shall be presented at the AGM.

### 6.6 ACCOUNT

6.6.1 A current account shall be opened in the name of the Association.

6.6.2 All cheques shall be signed by the Financial Secretary and either the Chairperson or one of the two Vice-chairpersons.

## 7. CONSTITUTION

### 7.1 INTERPRETATION

7.1.1 The interpretation of the Constitution shall rest solely with the current-session Committee of the Association.

7.1.2 Any matter not specifically covered by this Constitution shall be decided by the current-session Committee.

### 7.2 AMENDMENT

7.2.1 No amendment of the Constitution may be in effect except at the AGM or EGM convened specially for this purpose. A notice informing the proposed amendments shall be posted seven clear days before the General Meeting.

## 3. Terminology

### a) Curricula in The University of Hong Kong

| Term     | Meaning                                  |
|----------|--|
| Bioinfo  | Bioinformatics                           |
| CivE-Law | Civil Engineering (Law)                  |
| CS       | Computer Science                         |
| CSIS     | Computer Science and Information Systems |
| Eng      | Engineering                              |
| IS/CS    | Information Systems/Computer Science     |
| IS/SE    | Information Systems/Software Engineering |
| SE       | Software Engineering                     |

Remarks: The digit after the name of a curriculum indicates the year of that student, e.g. "Bioinfo1" represents "Bioinformatics Year 1".

### b) Others

| Term                    | Meaning  |
|-------------------------|--|
| PIC                     | Person-in-charge   |
| the Committee           | The Executive Committee  |
| the Constitution        | The Constitution of CSA, ENS, H.K.U.S.U.                             |
| the Department          | Department of Computer Science, The University of Hong Kong          |
| the Engineering Society | Engineering Society, H.K.U.S.U.                                      |
| the Freshmen            | Freshmen of Engineering  |
| the Members             | All members of CSA, ENS, H.K.U.S.U.                                  |
| the Students            | Students from the curricula of Bioinf, CS, CSIS, IS/CS, IS/SE and SE |
| the University          | The University of Hong Kong  |

## 4. Agenda of the Annual General Meeting, Session 2008 – 2009

Computer Science Association,  
Engineering Society,  
H.K.U.S.U.  
Annual General Meeting  
Session 2008 – 2009

Date: 22nd February, 2009

Time: 10:00

Venue: Room 308, Chow Yei Ching Building, The University of Hong Kong

AGENDA

1. Call to order
2. To appoint the acting Honorary Secretary
3. To receive and adopt the agenda
4. To receive and adopt the minutes of the Annual General Meeting, Computer Science Association, The University of Hong Kong, Session 2007– 2008
5. To receive and adopt the minutes of the 1st Extraordinary General Meeting, Computer Science Association, The University of Hong Kong, Session 2008– 2009
6. To elect the office bearers of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2009– 2010
7. To receive and adopt the Annual Functional Report of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2008– 2009
8. To receive and adopt the Annual Financial Report of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2008– 2009
9. To receive and adopt the Annual Budget of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2009– 2010
10. To elect the Honorary Members, if any
11. To amend the Constitution, if any
12. Any Other Business
13. Adjournment

Prepared by,



Ng Che Kit  
Chairperson  
Computer Science Association,  
Engineering Society,  
H.K.U.S.U.  
Session 2008 – 2009

## 5. Minutes of the Annual General Meeting, Session 2007 – 2008

Minutes of Annual General Meeting, Session 2007– 2008  
Computer Science Association, The University of Hong Kong  
Held in Room 308, Chow Yei Ching Building, The University of Hong Kong  
Started at 19:00, 25th January, 2008

Chairperson: Wong Wai Kit, CS2  
Chairperson, Session 2007 – 2008  
Computer Science Association, The University of Hong Kong  
Secretary: Lo Sung Lai Sunny, CS2  
Internal General Secretary, Session 2007 - 2008  
Computer Science Association, The University of Hong Kong  
Returning Officer: Mak Cho Fung, SE3/4 Class Representative  
Sze Shun Yan, CS2 Class Representative

1. Call to order
2. To appoint the acting Honorary Secretary

Leung Tsz King (CS3) commented that the participants should be on time.

Liu Chi Kin (CS3) asked if the quorum was enough and how the executive committee know if the quorum was enough.

Mak Hiu Ying (Internal Vice-Chairperson) answered that the quorum equalled to the 15% of the number of total members which was 29. Returning officer would count the number of the members in the room. If it was not enough, he would notice chairperson. The chairperson would stop the meeting.

Liu Chi Kin (CS3) commented that the method of counting the quorum in the room should be more careful.

At 19:12, Chairperson announced that Lo Sung Lai Sunny (Internal General Secretary) was appointed as the acting Honorary Secretary of the meeting.

3. To receive and adopt the agenda

Liu Chi Kin (CS3) asked that when he should ask about general duties.

Mak Hiu Ying (Internal Vice-chairperson) answered that it should be asked in AOB.

Leung Tsz King (CS3) asked when to ask about things in Annual Report that not in Functional Report.

Tsui Tsz Chun (External Vice-chairperson) answered AOB.

Chairperson announced that the position of Chairperson was transferred to Mak Hiu Ying (Internal Vice-chairperson).



Leung Tsz King (CS3) asked that the number of members in General Report should be asked in AOB, but it was also in Financial Report, whether it was better to put in the beginning.

Wong Wai Kit (Chairperson) answered that it should be asked before agendum 6.

Liu Chi Kin (CS3) asked if there were any proposed amendments to constitution or electing Honorary Member.

Tsui Tsz Chun (External Vice-chairperson) answered no.

Chung Man Ho (CS1) asked that when he should ask about society team.

Wong Wai Kit (Chairperson) answered that it should be discussed in agendum 6– Functional Report – Welfare Part.

Leung Tsz King (CS3) asked the Chairperson about the source of Rules of Meeting.

Chairperson answered that it was from standing order of Student Union.

At 19:22(25/1/2008) Chairperson received Motion 01.

“To receive and adopt the agenda and go to agendum 4”

Proposed by, Leung Tsz King (CS3)

Seconded by, Tam Kit Chun (CS3)

Resolution: No Discussion/Objection, Motion Carried.

4. To receive and adopt the minutes of the Annual General Meeting, Computer Science Association, The University of Hong Kong, Session 2006– 2007

Discussion:

Liu Chi Kin (CS3) asked the Chairperson to grant 5 minutes for reading the minutes.

Chairperson approved.

Tam Kit Chun (CS3) asked about the indentation of the minutes.

Wong Wai Kit (Chairperson) explained that each conversation except that first line was indented for a clearer view.

Tam Kit Chun (CS3) commented it was just a matter of format.

At 19:28(25/1/2008), Chairperson received Motion 02.

“To receive and adopt the minutes of the Annual General Meeting, Computer Science Association, The University of Hong Kong, Session 2006– 2007 and go to agendum 5”

Proposed by, Leung Tsz King (CS3)

Second by, Tam Kit Chun (CS3)

Resolution: No Discussion/Objection, Motion Carried

5. To elect the office bearers of the Executive Committee, Computer Science Association, The University of Hong Kong, Session 2008– 2009

Ng Che Kit (CS1) asked what should the proposed cabinet did and what were the procedures for election.

Chairperson reported the voting procedure.

Ng Che Kit (CS1) asked if proposed cabinet had voting rights.

Chairperson answered yes.

Leung Tsz King (CS3) asked how current cabinet was formed and to be proposed cabinet.

Wong Wai Kit (Chairperson) answered that Orientation Programme made them knew each other and gathered people who wanted to be the proposed cabinet in October. After Mock Campaign Meeting and Campaign Meeting, they become the proposed cabinet.

Leung Tsz King (CS3) asked how to recruit them.

Tsui Tsz Chun (External Vice-chairperson) answered through mass e-mail, newsgroup, society board and posters.

Leung Tsz King (CS3) asked if these procedures were enough.

So Man Ho (External General Secretary) answered that they could send mass e-mail after the gathering of member who was interested to be proposed cabinet. Also, it depended on current cabinet to approach more Year 1 members.

Leung Tsz King (CS3) commented that a camp can be organized for gathering new cabinet.

Ng Che Kit (CS1) commented that they would consider this if successfully elected.

Liu Chi Kin (CS3) asked if the members in Bioinformatics or other curriculum were approached.

Wong Wai Kit (Chairperson) answered yes and they had approached one Bioinformatics student and asked him to be Organizing Committee of CS Festival. However, he refused at last.

Liu Chi Kin (CS3) commented that it was happy to hear that and he hoped more can be done.

Leung Tsz King (CS3) commented that the executive committee had forgotten about students from Information Systems/Computer Science.

Ng Che Kit (CS1) asked to introduce themselves– the proposed cabinet Apex.

Chairperson answered approved.

The proposed cabinet Apex introduced themselves.

Liu Chi Kin (CS3) asked when they posted the nomination list.

Lo Sung Lai Sunny (Internal General Secretary) answered that it should be posted before 19:00.

Liu Chi Kin (CS3) asked when and where it was posted this year.

Lo Sung Lai Sunny (Internal General Secretary) answered that 18/1/2008 before 19:00 post on society board in Haking Wong Building 3/F.

Liu Chi Kin (CS3) asked if vote unsuccessful, what the properties would belong to.

Wong Wai Kit (Chairperson) answered that they belonged to Department of Computer Science, The University of Hong Kong.

Liu Chi Kin (CS3) asked what the procedures of voting were.

Chairperson explained the voting procedures.

Yim Lok Hin (CS1) asked what happen if people wrote 'X' in the box of the voting sheet.

Chairperson answered that it would be voided which was the same case as writing outside the box.

Chairperson announced voting started.

Resolution: A total number of 32 votes were casted, in which  
26 votes for the nominated cabinet "Apex"  
4 votes against, and  
2 votes abstained,  
Motion Carried.

Chairperson announced that "Apex" would become the cabinet of Computer Science Association, The University of Hong Kong, Session 2008– 2009

Ng Che Kit (CS1) commented they thanked for the support.

Leung Tsz King (CS3) asked the cabinet to show nomination list.

Chung Man Ho (CS1) asked if it must use English in the voting paper.

Chairperson answered that since they were students from the University of Hong Kong, the committee supposed they knew English.

At 20:10(25/1/2008), Chairperson received Motion 03.

"Go to agendum 6"

Proposed by Leung Tsz King (CS3)

Seconded by Liu Chi Kin (CS3)

Resolution: No Discussion/Objection, Motion carried.

6. To receive and adopt the Annual Functional Report of the Executive Committee, Computer Science Association, The University of Hong Kong, Session 2007– 2008

Discussion:

Liu Chi Kin (CS3) asked for briefing of the general report.

Lo Sung Lai Sunny (Internal General Secretary) reported the general report.

Leung Tsz King (CS3) asked that if its member only means full member.

Lo Sung Lai Sunny (Internal General Secretary) answered yes.

Leung Tsz King (CS3) asked about the number of associate members.

Lo Sung Lai Sunny (Internal General Secretary) answered 17.

Leung Tsz King (CS3) asked about the number of Honorary Staff Member.

Wong Wai Kit (Chairperson) answered that Honorary Staff Member should be included in Honorary Member.

Leung Tsz King (CS3) asked how often the meetings were.

Wong Wai Kit (Chairperson) answered that the regular meetings were held weekly and there were some non-regular meetings for specific functions.

Leung Tsz King (CS3) asked the method of counting the number of meetings.

Wong Wai Kit (Chairperson) answered that all the regular meetings was included.

Leung Tsz King (CS3) asked that if the non-regular meeting was included, what the number of meeting was.

Lo Sung Lai Sunny (Internal General Secretary) answered that there were no statistic about the non-regular meetings.

Leung Tsz King (CS3) asked how many meetings which all 12 executive committee members had participated.

Wong Wai Kit (Chairperson) answered about 30.

Leung Tsz King (CS3) commented that hoped the new cabinet could count.

Liu Chi Kin (CS3) commented that he was happy to see there were 30 meetings having 12 executive committee members participated.

Leung Tsz King (CS3) asked when the regular meetings were held.

Wong Wai Kit (Chairperson) answered that in semester 1, the meetings held at 19:00 on Monday. At last year semester 2, the meetings held at night but forgot the time.

Leung Tsz King (CS3) asked how long each meeting was.

Wong Wai Kit (Chairperson) answered 3 hours.

Liu Chi Kin (CS3) asked why there was no member from Information Systems/Computer Science.

Wong Wai Kit (Chairperson) answered that they had no way to approach classmates of Information Systems/Computer Science.

Ng Che Kit (CS1) asked to give comment on approaching them for the coming session.

Wong Wai Kit (Chairperson) answered contacting ISA, BEA, H.K.U.S.U.

Liu Chi Kin (CS3) asked that if any new resource from Department of Computer Science was received.

So Man Ho (External General Secretary) answered that storage of homepage of CSA, HKU was upgraded to 200MB.

Liu Chi Kin (CS3) asked anything else in hardware.

Wong Wai Kit (Chairperson) answered no.

Leung Tsz King (CS3) asked that when the forum would be closed.

Wong Wai Kit (Chairperson) answered that the forum would close after the AGM.

Leung Tsz King (CS3) asked that if the forum was effective.

Wong Wai Kit (Chairperson) answered that it was acceptable in the beginning. After that, the number of posts became very few and not effective.

Liu Chi Kin (CS3) asked that why guestbook was not being used.

Tsui Tsz Chun (External Vice-chairperson) answered that it was not suitable because of the software and the spam.

Leung Tsz King (CS3) commented that the forum was effective. It was possible to make an official forum for CSA, HKU.

Liu Chi Kin (CS3) commented that because there was no guestbook anymore, people had no way to contact CSA, HKU and its members expect to contact via e-mail. Also, the graduates might want to leave some messages.

Liu Chi Kin (CS3) asked that what the condition of the cupboard on LG104 was.

Tsui Tsz Chun (External Vice-chairperson) answered that the laboratory was closed and nothing were useful inside.

Liu Chi Kin (CS3) asked that what was in the cupboard locating in LG104 now.

Wong Wai Kit (Chairperson) answered old photos, old magazines and old tee of past Orientation Camp.

Liu Chi Kin (CS3) commented that it should contact Department of CS.

Leung Tsz King (CS3) asked the degree of cleanness of CS Area.

Wong Wai Kit (Chairperson) answered that it was not clean.

Leung Tsz King (CS3) asked that which posts were responsible for cleaning the CS Area.

Sit Tsz Yan (Social Secretary) answered Marketing Secretary, Social Secretary and Welfare Secretary.

Leung Tsz King (CS3) asked if the executive committee told the new cabinet where the things were located.

Sit Tsz Yan (Social Secretary) answered yes.

Leung Tsz King (CS3) commented he was disappointed about the cleanness of the CS Area and it should tell the new cabinet where the things were put.

At 20:29, the returning officer changed to Sze Shun Yan (CS2).

Leung Tsz King (CS3) asked how often people came at duty time.

Tsui Tsz Chun (External Vice-chairperson) answered that it was not often and they would come for buying welfare items.

Leung Tsz King (CS3) commented that some non-active members had no idea who was the

executive committee members.

Liu Chi Kin (CS3) commented that the executive committee member should be in the CSArea.

Ng Che Kit (CS1) asked if the report mentioned about the sub-committee.

Li Chi Chung (Publication & Publicity Secretary) answered that there was no specific report on his job, but it mentioned his name and title on page 113.

Leung Tsz King (CS3) commented that the sub-committee should be mentioned in general report.

Cheng Sum Yee (Marketing Secretary) reported on Inauguration Ceremony.

Liu Chi Kin (CS3) asked the reason of choosing Mr. Danny Kwan as a guest.

Wong Wai Kit (Chairperson) answered that they thought they could contact executive committee members from other universities to reorganize JUCA and wanted to use this chance to discuss the details.

Leung Tsz King (CS3) asked if the speeches language of the guests were consistent.

Wong Wai Kit (Chairperson) answered no.

Leung Tsz King (CS3) asked what guest was from organizations outside HKU.

Tsui Tsz Chun (External Vice-chairperson) answered Mr. Danny Kwan.

Leung Tsz King (CS3) asked if there were other guests.

Wong Wai Kit (Chairperson) answered that they did try to invite guest from HSBC, but not successful.

Leung Tsz King (CS3) commented new cabinet might try to find more guests from external organizations.

Liu Chi Kin (CS3) asked if any contact had been done with those external organizations after the inauguration.

Tsui Tsz Chun (External Vice-chairperson) answered yes and contacted them for the details of JUCA.

Liu Chi Kin (CS3) asked what the detailed briefing was.

Cheng Sum Yee (Marketing Secretary) answered that the helpers did not know about rundown and details of the function. It was suggested that they should be briefed in details.

Liu Chi Kin (CS3) commented the hot water should be filled into stoves.

Leung Tsz King (CS3) asked whether the refreshment had placed in a suitable location.

Cheng Sum Yee (Marketing Secretary) answered that they did not brief the helpers about that.

Leung Tsz King (CS3) commented that some tables should be placed outdoor.

Leung Tsz King (CS3) asked whether they were any sponsors in this function.

Cheng Sum Yee (Marketing Secretary) answered yes.

Leung Tsz King (CS3) asked to list the all sponsors

Cheng Sum Yee (Marketing Secretary) listed the sponsors out.

Leung Tsz King (CS3) asked whether they were listed in the report.

Cheng Sum Yee (Marketing Secretary) answered that they were in page 109.

Leung Tsz King (CS3) commented that he was happy to see many sponsors.

Cheung Wai Fung (CS1) asked whether the rundown was followed.

Cheng Sum Yee (Marketing Secretary) answered that it was under run.

Cheung Wai Fung (CS1) asked how much the under run was.

Wong Wai Kit (Chairperson) answered 10 - 15 minutes.

Yim Lok Hin (CS1) asked for suggestions about the rundown.

Lo Sung Lai Sunny (Internal General Secretary) answered that some guests had given unexpectedly short speech. The helper should be asked to start the preparation of the refreshment earlier.

Leung Tsz King (CS3) asked what the cocktails included.

Cheng Sum Yee (Marketing Secretary) answered the soft drinks.

Leung Tsz King (CS3) asked what the cocktail stand for.

Li Chi Chung (Publication & Publicity Secretary) answered that different people had different definitions about cocktails. It was mainly made by alcoholic drink and they did contact a shop to sponsor that but it was closed.

Leung Tsz King (CS3) commented the cocktails were not realistic.

Leung Tsz King (CS3) asked why the past Executive Committee Members were not the guest.

Cheng Sum Yee (Marketing Secretary) answered that they were counted as members.

Leung Tsz King (CS3) asked how about Ms. Luk.

Cheng Sum Yee (Marketing Secretary) answered that they should be put into the guest list.

Leung Tsz King (CS3) asked how many past cabinets had been contacted.

Tsui Tsz Chun (External Vice-chairperson) answered that they had contacted from 12th cabinet to 5th cabinet.

Leung Tsz King (CS3) commented that the past cabinet should be put in the guest list.

Tam Kit Chun (CS3) asked what the order of the helper list was.

So Man Ho (External General Secretary) answered it followed the time of writing the report.

Tam Kit Chun (CS3) commented it should follow the time that the function was held.

Fung Shiu Hang (Sports Secretary) reported on Joint-Societies Dodgeball Competition.

Chairperson announced that the position of Chairperson was transferred to Li Chi Chung (Publication & Publicity Secretary).

Leung Tsz King (CS3) asked whether the activity could achieve its aims.

Fung Shiu Hang (Sports Secretary) answered the activity could achieve its aims.

Leung Tsz King (CS3) commented it was happy to see the activity could achieve its aims.

Liu Chi Kin (CS3) asked how the activity was come out.

Tsui Tsz Chun (External Vice-chairperson) asked that the original approach was a basketball competition. However, the President Trophy of Engineering Society, HKUSU consisted of a similar competition. Then, the new sport competition was come out.

Tam Kit Chun (CS3) asked where he could find 3 on 3 basketball competition.

Fung Shiu Hang (Sports Secretary) answered many activities were held in semester 2. There was no time to hold the activity.

Liu Chi Kin (CS3) asked whether they had asked for the members' opinions about this.

Tsui Tsz Chun (External Vice-chairperson) answered no.

Leung Tsz King (CS3) commented that if any activities were canceled, they should notice the members.

Leung Tsz King (CS3) asked whether the executive committee members contacted the societies other than the societies under the Faculty of Engineering.

Fung Shiu Hang (Sports Secretary) answered no.

Leung Tsz King (CS3) asked that why the target group was only the Faculty of Engineering.

Wong Wai Kit (Chairperson) answered that the relationship between the societies in Faculty of Engineering should be good. Therefore, the priority to them should be higher.

Tam Kit Chun (CS3) asked that why the participants were not enough.

Fung Shiu Hang (Sports Secretary) answered each team had 8 people and each society was excepted to have 4 teams. However, it turned out that there were not enough teams for each society except the Civil Engineering Society, The University of Hong Kong, which had 7 teams.

Tam Kit Chun (CS3) asked whether there were any suggestion.

Fung Shiu Hang (Sports Secretary) answered it should help some teams that had not enough people to form a team.

Leung Tsz King (CS3) asked that how often a match is held in an hour.

Fung Shiu Hang (Sports Secretary) answered that 20 minutes per match.

Leung Tsz King (CS3) asked whether the match had over run and what had the person-in-charge done if it was over run.

Fung Shiu Hang (Sports Secretary) answered that some matches were overrun and they asked the people who booked the places to give them more time to finish the match.

Leung Tsz King (CS3) commented that it could be considered to book one more hour.

Tam Kit Chun (CS3) asked if some participants did not obey the rules, then what the meaning of the rules was.

Fung Shiu Hang (Sports Secretary) answered that the root cause was the referee and the participant. Some society had some teams.

Leung Tsz King (CS3) asked whether the referee did not obey the rules.

Fung Shiu Hang (Sports Secretary) answered that referee agreed participants to appear in more

than one team.

Leung Tsz King (CS3) commented that the tone could not be soft.

Liu Chi Kin (CS3) commented that the rules in the website contained Chinese version only.

Leung Tsz King (CS3) asked how to find the referees.

Tsui Tsz Chun (External Vice-chairperson) answered that each society had a referee.

Leung Tsz King (CS3) asked how to make the rules.

Wong Wai Kit (Chairperson) answered the rules were discussed in the joint society meeting.

Liu Chi Kin (CS3) asked that how the financial list was.

Fung Shiu Hang (Sports Secretary) answered that the financial balance was chaos.

Liu Chi Kin (CS3) commented the cost may not be shared equally by each society.

Leung Tsz King (CS3) asked whether there were any overall person-in-charge.

Fung Shiu Hang (Sports Secretary) answered no.

Leung Tsz King (CS3) asked that if there any accident, whether any person-in-charge was responsible for this.

Fung Shiu Hang (Sports Secretary) answered no and they would phone each other if there were any outstanding issues.

Leung Tsz King (CS3) asked whether phoning others would affect the rundown.

Fung Shiu Hang (Sports Secretary) answered yes.

Leung Tsz King (CS3) commented that it should have an overall person-in-charge.

Liu Chi Kin (CS3) asked if any teams did not arrive.

Fung Shiu Hang (Sports Secretary) answered yes but not many.

Liu Chi Kin (CS3) answered that what was the punishment for those teams.

Fung Shiu Hang (Sports Secretary) answered they were disqualified.

Leung Tsz King (CS3) asked whether there were any team wanted to change the schedule and how it was done.

Fung Shiu Hang (Sports Secretary) answered they would notice other societies person-in-charge about the changing of schedule.

Leung Tsz King (CS3) asked if there were any announcement to the members.

Fung Shiu Hang (Sports Secretary) answered no and only the related team would be noticed.

Leung Tsz King (CS3) asked if it was trouble.

Fung Shiu Hang (Sports Secretary) answered yes.

Leung Tsz King (CS3) commented it would be better to post the updated schedule immediately because the people who want to support their friends may not be noticed.

Tam Kit Chun (CS3) commented a person may set the schedule and put it on a centralized website.

Liu Chi Kin (CS3) commented the result should be posted as soon as possible.

Liu Chi Kin (CS3) asked if any tutors were invited.

Fung Shiu Hang (Sports Secretary) answered no.

Leung Tsz King (CS3) commented it should be done since it was a new type of sport.

Liu Chi Kin (CS3) asked the methods of promoting the activity.

Tsui Tsz Chun (External Vice-chairperson) answered the homepage, society board and mass e-mail.

Leung Tsz King (CS3) asked Chairperson to grant overall comments on Joint-Societies Dodgeball Competition.

Leung Tsz King (CS3) commented all functions should visit classes and distributing class folders were also a good idea for promotion.

Liu Chi Kin (CS3) commented the year plan in the web site should be updated.

Leung Tsz King (CS3) commented it was good that CSA, HKU could have a new activity.

Tam Kit Chun (CS3) commented since both boys and girls could join match. The fairness should be considered.

Liu Chi Kin (CS3) commented this was a good experience for the committee before the orientation camp.

Mak Hiu Ying (Internal Vice-chairperson) reported on Orientation Programme 2007.

Leung Tsz King (CS3) asked if the Orientation Programme could achieve the aims.

Mak Hiu Ying (Internal Vice-chairperson) answered yes.

Tsui Tsz Chun (External Vice-chairperson) reported on Orientation Programme 2007 - Information Day.

Liu Chi Kin (CS3) asked if there was any contract signed with the Engineering Society, HKUSU.

Tsui Tsz Chun (External Vice-chairperson) answered yes. For example, helpers could not leave the assigned area, should wear standard clothes and cannot publicize to non-CS students.

Liu Chi Kin (CS3) asked if any fees had to be paid.

Tsui Tsz Chun (External Vice-chairperson) answered yes and \$500 had to be paid for deposit.

Leung Tsz King (CS3) commented the fee should be paid by CSA, HKU.

Yim Lok Hin (CS1) asked who the central helpers were.

Tsui Tsz Chun (External Vice-chairperson) answered that Social Secretary, External General Secretary and Information Secretary.

Yim Lok Hin (CS1) asked what central helpers could learn.

So Man Ho (External General Secretary) answered that his duty was leading the student to different floors of Haking Wong Building.

Wong Chi Shing (Information Secretary) answered he could help the freshmen.

Sit Tsz Yan (Social Secretary) answered she could communicate with the freshmen.

Yim Lok Hin (CS1) asked how to distinguish whether a person was a freshman.

Wong Chi Shing (Information Secretary) answered that the freshmen may carry a bag of The University of Hong Kong.

Yim Lok Hin (CS1) commented he wanted to know how to choose the people to be the central helpers.

Liu Chi Kin (CS3) asked to comment on the photo taking in Information Day.

Wong Wai Kit (Chairperson) answered it was helpful for grouping on Orientation Camp.

Leung Tsz King (CS3) asked what the disadvantages were.

Mak Hiu Ying (Internal Vice-chairperson) answered they may not agree to take photo.

Ng Che Kit (CS1) commented some people may care about taking photo.

Yim Lok Hin (CS1) asked what the most difficult thing happened in Information Day.

Lo Sung Lai Sunny (Internal General Secretary) answered it was too few people to serve the freshmen for paying fee.

Liu Chi Kin (CS3) asked to comment on I-zone.

Li Chi Chung (Publication & Publicity Secretary) answered that the I-zone included the content of CSA, HKU, the activities, some important dates, main campus map and good restaurants.

Liu Chi Kin (CS3) asked how to give the mark to the restaurants.

Li Chi Chung (Publication & Publicity Secretary) answered that the marking was reasonable.

Leung Tsz King (CS3) commented that there were a lot of restaurants nearby.

Liu Chi Kin (CS3) asked whether they had approached the freshmen of Bioinformatics and Information Systems/Computer Science.

Mak Hiu Ying (Internal Vice-chairperson) answered that for the freshmen of Information Systems/Computer Science, it may violate the regulation. For the Bioinformatics freshmen, they had contacted their class representative.

Liu Chi Kin (CS3) asked whether there were any difficulties in collecting fees.

Chan Sze Hang (Financial Secretary) answered yes and the freshmen who paid the deposit would need to pay before activities started.

Leung Tsz King (CS3) asked Chairperson to grant overall comments on Orientation Programme 2007 - Information Day.

Leung Tsz King (CS3) commented that he was happy to see there were a lot of members in this year.

Liu Chi Kin (CS3) commented that the freshmen were happy so the activity was successful.

Cheung Wai Fung (CS1) commented that I-day was successful and I-zone was helpful.

Chairperson announced that the position of Chairperson was transferred to So Man Ho (External General Secretary).

Lo Sung Lai Sunny (Internal General Secretary) reported on Orientation Programme 2007 - Orientation Day.

Leung Tsz King (CS3) asked whether there will be any changes of the group leader post in the new version of the annual report.

Lo Sung Lai Sunny (Internal General Secretary) answered the new version will change this part.

Leung Tsz King (CS3) commented that the second version would not appear.

Liu Chi Kin (CS3) asked what the meaning of mass game 1 and 2 were.

Lo Sung Lai Sunny (Internal General Secretary) answered that the mass game 1 was the game of cutting newspaper and mass game 2 was guess and draw.

Leung Tsz King (CS3) asked whether the marking was fair.

Lo Sung Lai Sunny (Internal General Secretary) answered that there was a little unfair in game 2.

Leung Tsz King (CS3) asked that how many people gave the score.

Wong Wai Kit (Chairperson) answered that it supposed to be 4 people.

Leung Tsz King (CS3) commented there were some argues in the game. Some executive committee members could not observe them. Overall, the games were fair.

Liu Chi Kin (CS3) commented that the mass game 1 and 2 could be amended to be the game's name.

Ng Che Kit (CS1) asked marking the score will lead some groups to take the lead, whether it is a good method.

Mak Hiu Ying (Internal Vice-chairperson) answered the score make the whole to be fair, helpers should encourage the participants.

Wong Yuet Yi (CS1) commented she was late and when she knew her group fell behind. The feeling was not good.

Cheung Wai Fung (CS1) commented that the orientation day was successful, but the scoring could be improved.

Liu Chi Kin (CS3) asked there were how many groups in Orientation Day.

Lo Sung Lai Sunny (Internal General Secretary) answered 4.

Leung Tsz King (CS3) commented other groups should not be ignored.

Yim Lok Hin (CS1) asked what the difficulties of the HKUO were.

Lo Sung Lai Sunny (Internal General Secretary) answered that the planning of the route was the most difficult, the tasks should be considered with the location.

Leung Tsz King (CS3) asked for any suggestion about too many participants.

Lo Sung Lai Sunny (Internal General Secretary) answered that it could be solved by setting quota.

Leung Tsz King (CS3) asked what general tasks meant.

Tsui Tsz Chun (External Vice-chairperson) answered that the general task was the task that could be finished within in the whole progress of HKUO.

Liu Chi Kin (CS3) asked that why the refreshment was not enough.

Cheng Sum Yee (Marketing Secretary) answered that they had bought too little refreshment.

Wong Yuet Yi (CS1) asked why did not buy more.

Cheng Sum Yee (Marketing Secretary) answered that the budget was not enough.

Wong Yuet Yi (CS1) asked why not increased the budget.

Cheng Sum Yee (Marketing Secretary) answered that the budget had increased already.

Leung Tsz King (CS3) asked that the outdoor check point was cancelled, whether the rundown became under run.

Tsui Tsz Chun (External Vice-chairperson) answered yes.

Leung Tsz King (CS3) asked that whether it had affected the program's rundown.

Tsui Tsz Chun (External Vice-chairperson) answered no since the freshmen could rest during that time.

Leung Tsz King (CS3) commented that the plan should consider as under run.

Leung Tsz King (CS3) asked Chairperson to grant overall comments on Orientation Programme 2007 - Orientation Day.

Leung Tsz King (CS3) commented that it was a little bit dangerous in the games. Other venues should be considered if there were too many participants. Game 1 was too long and game 2 was a little bit unfair.

Liu Chi Kin (CS3) commented that time management was quite good.

Yim Lok Hin (CS1) commented that overall was quite good.

At 23:17(25/12/2008) Chairperson received Motion 04.



"To have a break for 5 minutes"

Proposed by: Leung Tsz King (CS3)

Seconded by: Tam Kit Chun (CS3)

Resolution: No Discussion/Objection, Motion Carried.

At 23:22(25/1/2008) Chairperson announced to continue the meeting

Discussion:

Mak Hiu Ying (Internal Vice-chairperson) reported on Orientation Programme 2007 - Orientation Camp.

Tam Kit Chun (CS3) asked whether appointing executive committee members to be the group leaders was fair.

Mak Hiu Ying (Internal Vice-chairperson) answered no, but there were no girls willing to be group leader at that time.

Liu Chi Kin (CS3) asked that whether the recruitment was difficult.

Mak Hiu Ying (Internal Vice-chairperson) answered that it was difficult to find girl to become group leader. They should start recruitment earlier.

Tam Kit Chun (CS3) asked whether using two boys as group leaders were considered.

Mak Hiu Ying (Internal Vice-chairperson) answered yes, but female group leader could take care of female freshmen.

Leung Tsz King (CS3) asked whether welfare secretary was suitable to be a group leader.

Ng Wing Yin (Welfare Secretary) answered no, because she was sick on that day.

Leung Tsz King (CS3) commented that female helpers could also take care of female freshmen so that female group leader may not be a must.

Ng Che Kit (CS1) commented that 2 male group leaders were acceptable.

Liu Chi Kin (CS3) asked there were how many the briefing sessions.

Mak Hiu Ying (Internal Vice-chairperson) answered 2, but there were not many participants.

Liu Chi Kin (CS3) asked that whether it had pre-camp and what the pre-camp did.

Mak Hiu Ying (Internal Vice-chairperson) answered that the pre-game was on 17/7/2007. It included the preparation of the mass games, camp site equipment, trust walk route and detective game.

Liu Chi Kin (CS3) asked whether the pre-camp was over-night.

Mak Hiu Ying (Internal Vice-chairperson) answered no because of the limitation of budget.

Liu Chi Kin (CS3) asked how to predict the rundown of the activities.

Mak Hiu Ying (Internal Vice-chairperson) answered that was according to the orientation camp in last year, over-night could be considered.

Yim Lok Hin (CS1) asked who paid camp fee.

Chan Sze Hang (Financial Secretary) answered CSA, HKU.

Leung Tsz King (CS3) commented that there could be more people to answer questions.

Ng Ho Lam (CS1) asked why that venue was chosen to revelation of spy.

Mak Hiu Ying (Internal Vice-chairperson) answered that it is because the camp site did not allow any activities after 23:00 and using water for the activities. There was no other choice.

Ng Ho Lam (CS1) commented that the venue was not comfortable.

Leung Tsz King (CS3) commented that the revelation of the spy was not opened. It was acceptable for that venue.

Leung Tsz King (CS3) asked that whether the number of spies were exactly 4.

Mak Hiu Ying (Internal Vice-chairperson) answered yes.

Liu Chi Kin (CS3) asked whether anything should be considered.

Li Chi Chung (Publication & Publicity Secretary) answered trust walk had a lot of branches.

Liu Chi Kin (CS3) commented that it could be discovered in pre-camp.

Chung Man Ho (CS1) asked that what the meanings of the detective game were.

Wong Chi Shing (Information Secretary) answered that it had no meaning.

Wong Wai Kit (Chairperson) answered that the freshmen could cooperate to solve the problem.

Liu Chi Kin (CS3) commented that it should have more guidelines.

Chung Man Ho (CS1) asked why the BBQ session was cut.

Mak Hiu Ying (Internal Vice-chairperson) answered that it was because of the rain.

Liu Chi Kin (CS3) asked how the freshmen knew each other if they were in different groups.

Mak Hiu Ying (Internal Vice-chairperson) answered the ice breaking game and BBQ.

Liu Chi Kin (CS3) commented that it seemed to have very few chances to know other freshmen.

Liu Chi Kin (CS3) asked why the executive committee arrived late.

Wong Wai Kit (Chairperson) answered because of the problem of booking truck.

Liu Chi Kin (CS3) commented that it should be considered.

Tam Kit Chun (CS3) asked why the quality of the food was poor.

Mak Hiu Ying (Internal Vice-chairperson) answered that the freshmen said that.

Leung Tsz King (CS3) commented that the quality of the food in camp site could not be promised.

Liu Chi Kin (CS3) asked why the material just liked a mess.

Mak Hiu Ying (Internal Vice-chairperson) answered the room of the executive committee members was in disorder. It should have people to tidy it up.

Tam Kit Chun (CS3) commented that the material list was helpful in this case.

Yim Lok Hin (CS1) asked that what the guidelines had been given to the group leaders for HKO.

Wong Chi Shing (Information Secretary) answered that the safety must be considered especially crossing the roads.

Leung Tsz King (CS3) asked whether each part of the Orientation Camp had 1 sub-person-in-charge.

Mak Hiu Ying (Internal Vice-chairperson) answered yes.

Tam Kit Chun (CS3) asked what to do when someone was late in the gathering.

Mak Hiu Ying (Internal Vice-chairperson) answered that there were some assigned helpers to take them to go to the camp site. However, since the helpers were not enough, the helper was asked to go back to the camp site by taxi.

Tam Kit Chun (CS3) asked that he what had been done when someone was late in the gathering in HKU.

Ng Wing Yin (Welfare Secretary) answered that they called them by phone.

Liu Chi Kin (CS3) asked that what did the executive committee members do when gathering.

Mak Hiu Ying (Internal Vice-chairperson) answered that she and External Vice-Chairperson were in the venue to check whether there was any problem, Welfare Secretary was the group leader, Financial Secretary was manipulating money, Chairperson was preparing the speech, Internal General Secretary was taking the venue, Social Secretary and External General Secretary were packing up the materials, Publication & Publicity Secretary was taking the materials to the venue, Marketing Secretary needed to see doctor and Information Secretary was looking after the group.

Liu Chi Kin (CS3) commented that it was good that every person had thing to do.

Yim Lok Hin (CS1) asked that what taking venue meant.

Lo Sung Lai Sunny (Internal General Secretary) answered that the venue must be activated by a staff, so he went to find the tutor.

Yim Lok Hin (CS1) asked that what the difficulties of HKO were.

Mak Hiu Ying (Internal Vice-chairperson) answered that some tasks needed to be cancelled because of the rain.

Tam Kit Chun (CS3) asked what use of the slogan was.

Mak Hiu Ying (Internal Vice-chairperson) answered that it was for the group leader to cheer up the group. However, it was not used.

Leung Tsz King (CS3) commented that it was a good idea, but the slogan should be encouraged to use.

Cheung Wai Lok (CS1) asked that what the problem of room invasion was.

Mak Hiu Ying (Internal Vice-chairperson) answered that it was too dangerous that the freshmen ran on corridor. It was suggested that the game should be approved by the executive committee members beforehand.

Liu Chi Kin (CS3) commented that the guideline was not enough. It was lucky that no accident happened.

Tam Kit Chun (CS3) asked that what suggestion could be given if the security of the bazaar resisted them to go into the bazaar.

Mak Hiu Ying (Internal Vice-chairperson) answered that the task should not be set in bazaar.

Tam Kit Chun (CS3) commented that the task in bazaar should be too large.

Liu Chi Kin (CS3) asked how to allocate the rooms.

Mak Hiu Ying (Internal Vice-chairperson) answered that there were 4 areas that were enough for a group. The areas in lower floor were arranged for them, but there were only 3 rooms. Therefore, it needed to be randomized.

Liu Chi Kin (CS3) asked that how about the rooms for executive committee members.

Mak Hiu Ying (Internal Vice-chairperson) answered that the rooms were too small for them and even not enough for the executive committee members.

Liu Chi Kin (CS3) commented that it was not good to isolate 1 group.

Liu Chi Kin (CS3) asked that what the arrangement of the sponsor was.

Cheng Sum Yee (Marketing Secretary) answered that it could not predict the number of the sponsors, so there was not special arrangement. The sponsors were given to the group leaders.

Tam Kit Chun (CS3) commented that if the time was allowed, the sponsor should be packed.

Leung Tsz King (CS3) commented that this situation should not be appeared in their cases and they could arrange people to deal with that.

Liu Chi Kin (CS3) asked the method of dealing with the remaining sponsor items.

Cheng Sum Yee (Marketing Secretary) answered that the sponsors were taken to the executive committee member's room. After the orientation camp, the remaining sponsor items were stored in CS' Area.

Leung Tsz King (CS3) asked that what the situation of the sponsor was.

Mak Hiu Ying (Internal Vice-chairperson) answered that the sponsors were given to the executive committee members.

Leung Tsz King (CS3) commented that a list should be given to the next cabinet.

Tam Kit Chun (CS3) asked how many executive committee members knew cheers.

All the executive committee members raise their hands.

Leung Tsz King (CS3) commented that they did not teach the cheer in a good way.

Liu Chi Kin (CS3) asked to comment on the cheer's atmosphere.

Wong Wai Kit (Chairperson) answered that it was not so good.

Liu Chi Kin (CS3) asked for the reason why the information secretary did not teach the cheers.

Wong Chi Shing (Information Secretary) answered that he was coming with a freshmen, so he was late.

Tam Kit Chun (CS3) asked that whether there were more backup games.

Mak Hiu Ying (Internal Vice-chairperson) answered yes.

Leung Tsz King (CS3) asked what the games were.

Mak Hiu Ying (Internal Vice-chairperson) answered using the rope to transfer people.

Tam Kit Chun (CS3) commented more games should be prepared.

Tam Kit Chun (CS3) asked that whether there were too many body touches.

Mak Hiu Ying (Internal Vice-chairperson) answered that as it was a backup game, it was not considered carefully about that.

Tam Kit Chun (CS3) asked that how to handle freshmen injury.

Mak Hiu Ying (Internal Vice-chairperson) answered that they found the first aid box first and used it to help her.

Leung Tsz King (CS3) asked whether room invasion had overrun.

Mak Hiu Ying (Internal Vice-chairperson) answered about 10 minutes.

Leung Tsz King (CS3) commented that he was happy that it could be kept to not overrun so much.

Leung Tsz King (CS3) asked that whether there was any executive committee members during the sharing.

So Man Ho (External General Secretary) answered that the executive committee members were evaluating.

Leung Tsz King (CS3) asked that who were in the groups to lead the sharing.

Mak Hiu Ying (Internal Vice-chairperson) answered that the helpers and they had been briefed  
Liu Chi Kin (CS3) asked that after the evaluation, whether the executive committee members went to the rooms of freshmen.

Tsui Tsz Chun (External Vice-chairperson) answered yes.

Yim Lok Hin (CS1) asked that why the exercise was needed.

Mak Hiu Ying (Internal Vice-chairperson) answered that it could be relaxed.

Liu Chi Kin (CS3) asked that whether games were considered to be held during the travel to the beach.

Mak Hiu Ying (Internal Vice-chairperson) answered that the bus had not enough seats so they went to the beach by taxi and no one lead the game.

Liu Chi Kin (CS3) asked that how many games were prepared.

Cheng Sum Yee (Marketing Secretary) answered that the 5-6 games were prepared. They had used 3-4.

Liu Chi Kin (CS3) asked that why needed to cancel the game.

Fung Shiu Hang (Sports Secretary) answered that it was because the time was not enough.

Yim Lok Hin (CS1) asked that there was a freshman injured in the dodgeball match, what the suggestion was.

Mak Hiu Ying (Internal Vice-chairperson) answered that noticing the freshmen about the safety. It was good if someone knew first-aid.

Yim Lok Hin (CS1) asked that if the games' winner had a prize.

Fung Shiu Hang (Sports Secretary) answered no.

Tam Kit Chun (CS3) asked that whether the executive committee members considered canceling the dodgeball match.

Wong Wai Kit (Chairperson) answered that he had asked the freshmen whether they would like to see the match.

Mak Cho Fung (SE4) commented that it was not a good question to ask the freshmen because they must answer yes.

Leung Tsz King (CS3) asked that the water used was fresh water or salt water.

Cheng Sum Yee (Marketing Secretary) answered that 2 type of water were also used.

Mak Cho Fung (SE4) asked whether the water game had briefed the helpers.

Cheng Sum Yee (Marketing Secretary) answered that the helpers had been briefed in the morning.

Liu Chi Kin (CS3) asked that why the gathering venue of the detective game was so far away.

Mak Hiu Ying (Internal Vice-chairperson) answered that there was no other available places and

executive committee members' room was not suitable.

Liu Chi Kin (CS3) asked that whether the checkpoints were moved when it was raining.

Wong Chi Shing (Information Secretary) answered yes and one of the checkpoints was moved.

Liu Chi Kin (CS3) commented that it was so tired to run around.

Leung Tsz King (CS3) asked that why the detective game was overrun.

Wong Chi Shing (Information Secretary) answered that it was raining and the marking was slow.

Leung Tsz King (CS3) asked that whether it had any suggestions.

Wong Chi Shing (Information Secretary) answered that the checkpoints should be closed.

Liu Chi Kin (CS3) asked that whether there was anyone to meet the Head of Department.

Tsui Tsz Chun (External Vice-chairperson) answered helper.

Leung Tsz King (CS3) asked to comment whether it was appropriate.

Mak Hiu Ying (Internal Vice-chairperson) answered no, it would be better for the executive committee members to meet him.

Leung Tsz King (CS3) asked to comment on the site of BBQ.

Mak Hiu Ying (Internal Vice-chairperson) answered that it was because of the raining, the BBQ site was indoor. However, it had no other choices.

Leung Tsz King (CS3) commented that it was too hot, but it was the weather problem.

Leung Tsz King (CS3) asked that whether BBQ was proposed to be in another place.

Mak Hiu Ying (Internal Vice-chairperson) answered yes and the outdoor site had more place for the BBQ.

Leung Tsz King (CS3) asked that whether it had predicted more people to come.

Mak Hiu Ying (Internal Vice-chairperson) answered that they had assigned place to them.

Leung Tsz King (CS3) asked that whether the past executive committee members were introduced.

Mak Hiu Ying (Internal Vice-chairperson) answered that not during BBQ, but during the camp fire.

Leung Tsz King (CS3) commented that they could be introduced in BBQ.

Yim Lok Hin (CS1) asked how to prepare the food.

Mak Hiu Ying (Internal Vice-chairperson) answered that the food was provided by the camp site.

Leung Tsz King (CS3) asked that whether the executive committee members explained to the reasons of revelation spy.

Mak Hiu Ying (Internal Vice-chairperson) answered that the explanation was not clear enough.

Yim Lok Hin (CS1) asked that whether the executive committee members considered the change of the mood of the freshmen.

Mak Hiu Ying (Internal Vice-chairperson) answered yes.

Yim Lok Hin (CS1) commented that after the camp fire, the mood was so hyper. The freshmen may not adapt.

Leung Tsz King (CS3) asked that whether there was anyone to take care of the participants that cried.

Mak Hiu Ying (Internal Vice-chairperson) answered they had done that.

Tam Kit Chun (CS3) asked to comment on spies.

Mak Hiu Ying (Internal Vice-chairperson) answered that Lo Cho Ki and Li Ka Chun were so far so good, Tan Kok Kong and Yu Suk Man were not so good.

Tam Kit Chun (CS3) asked that why cancelled the cheer creation section.

Mak Hiu Ying (Internal Vice-chairperson) answered that they wanted more time for the freshmen to communicate with each other.

Leung Tsz King (CS3) answered that whether it worked.

Mak Hiu Ying (Internal Vice-chairperson) answered yes.

Leung Tsz King (CS3) asked that if let the executive committee member chose again, whether they would cancel the cheer creation.

Wong Wai Kit (Chairperson) answered it may.

Leung Tsz King (CS3) commented that cheer creation could cheer them up to participate in cheers of CSA, HKU.

Leung Tsz King (CS3) asked whether the executive committee members specified a cheer.

Tsui Tsz Chun (External Vice-chairperson) answered no.

Leung Tsz King (CS3) asked that whether it was fair for the freshmen.

Mak Hiu Ying (Internal Vice-chairperson) answered that they did not want to restrict the freshmen.

Leung Tsz King (CS3) asked that whether CS Rock was the easiest cheers so all group chose CS Rock.

Mak Hiu Ying (Internal Vice-chairperson) answered that she could not comment on it.

Leung Tsz King (CS3) commented that the freshmen could be guided not to choose the same cheer.

Sze Shun Yan (CS2) asked that whether it was considered to elect the most active helper.

Mak Hiu Ying (Internal Vice-chairperson) answered that helper was important in orientation camp, it can be considered in the next orientation camp.

Leung Tsz King (CS3) asked that whether the executive committee members knew the crash of sponsor presentation.

Mak Hiu Ying (Internal Vice-chairperson) answered that it was not considered.

Leung Tsz King (CS3) asked that whether it had delayed.

Mak Hiu Ying (Internal Vice-chairperson) answered that it had been done.

Liu Chi Kin (CS3) asked what the agent was.

Cheng Sum Yee (Marketing Secretary) answered Event Elite.

Leung Tsz King (CS3) asked that whether they helped the freshmen who were leaving the camp site to call taxi.

Mak Hiu Ying (Internal Vice-chairperson) answered that they had tried to call taxi.

Leung Tsz King (CS3) commented that it should be considered.

Leung Tsz King (CS3) asked that which part did person-in-charge leave the venue.

Mak Hiu Ying (Internal Vice-chairperson) answered ice-breaking game, room invasion, detective game, BBQ and sharing.

Leung Tsz King (CS3) asked that whether any accident happened when person-in-charge was not

there.

Mak Hiu Ying (Internal Vice-chairperson) answered that she should not leave in sharing.

Leung Tsz King (CS3) commented that she could assign someone to go.

Tam Kit Chun (CS3) asked how to divide freshmen into groups.

Mak Hiu Ying (Internal Vice-chairperson) answered that the portion of male and female while the rest was random.

Leung Tsz King (CS3) asked that whether it was effective.

Mak Hiu Ying (Internal Vice-chairperson) answered that some groups may have too many people which were active.

Leung Tsz King (CS3) asked for Chairperson to grant overall comments on Orientation Programme 2007 - Orientation Camp.

Wan Kit Man (CS1) commented she enjoyed such a good Orientation Camp as a freshman.

Sze Shun Yan (CS2) commented he regretted on not going to Orientation Camp when he was freshman and enjoyed he was only a helper this year.

Liu Chi Kin (CS3) commented the contingency plan for raining was good.

Chung Man Ho (CS1) commented he enjoyed the Orientation Camp and would like to thank the organizers.

Wong Wai Kit (Chairperson) reported on Orientation Programme 2007 - Closing Ceremony.

Liu Chi Kin (CS3) asked the method of counting number of participants.

Wong Wai Kit (Chairperson) answered that was the approximate number which only counting the participants in T6 Lecture Theatre. The table for year 3 students was not counted in.

Liu Chi Kin (CS3) asked for the reason of why did year 3 students needed to book a table separately.

Mak Hiu Ying (Internal Vice-chairperson) answered that was misunderstanding due to communication problem.

Leung Tsz King (CS3) commented it may due to some of the year 3 students did not like CSA, HKU. This was only a misunderstanding which should not get annoyed.

Tam Kit Chun (CS3) asked why always appointing External General Secretary as the Master of Ceremonies but not other people.

Wong Wai Kit (Chairperson) answered he was one of the Masters of Ceremonies in Closing Ceremony too and the reason appointing External General Secretary he was more capable than other executive committee members.

Leung Tsz King (CS3) commented that the committee should think about other suitable people among the committee to make more variety.

Tam Kit Chun (CS3) asked to comment on the method of exposing result of camp flower, camp grass and best spy progress.

Wong Wai Kit (Chairperson) answered it required participants to show their knowledge and quick thinking.

Tam Kit Chun (CS3) commented it did not respect the participants.

Cheung Wai Fung (CS1) commented she was speechless at that time.

Wan Kit Man (CS1) commented she did not have a good feeling as a participant.

Tam Kit Chun (CS3) commented the executive committee members should take care of the feeling of other members and participants. Another workaround was to notice the participants first.

Leung Tsz King (CS3) asked if food was a suitable prize.

Wong Wai Kit (Chairperson) answered it was suitable because they were easy to distribute and not expensive.

Leung Tsz King (CS3) commented even president trophy had \$50 coupon from Muji.

Leung Tsz King (CS3) asked what the atmosphere of dining was.

Wong Wai Kit (Chairperson) answered participants only played with people of their own table at the beginning and it got better at the later stages.

Leung Tsz King (CS3) commented it should be the responsibilities of Chairman, Internal Vice-chairperson, Internal General Secretary and Social Secretary to keep the event in a good atmosphere but sometimes other executive committee members should help as well.

Tam Kit Chun (CS1) commented he thought the executive committee members could have a better arrangement.

Leung Tsz King (CS3) asked how to set the seating plan.

Wong Wai Kit (Chairperson) answered many methods had been considered and explained the reason.

Leung Tsz King (CS3) asked if there were any troubles in setting seating plan.

Mak Hiu Ying (Internal Vice-chairperson) answered there were some leakages of not yet finalized seating plan which misunderstood some members.

Tam Kit Chun (CS3) asked if there were any evaluation in the score part.

Wong Wai Kit (Chairperson) answered the score should be exposed.

Tam Kit Chun (CS3) commented the release method of score was good.

Leung Tsz King (CS3) asked for Chairperson to grant overall comments on Orientation Programme 2007 - Closing Ceremony.

Leung Tsz King (CS3) commented that the Orientation Day participants were being ignored and which should pay more attention on it.

Liu Chi Kin (CS3) commented that it seemed that year 3 students had been isolated.

Cheung Wai Fung (CS1) commented that the DVDs distributed were good for memorial.

Wan Kit Man (CS1) commented only the part of distributing prizes was not good but others were fair.

Leung Tsz King (CS3) asked for Chairperson to grant overall comments on Orientation Programme 2007.

Leung Tsz King (CS3) commented he was not satisfied with the photos taken in the Orientation Programme which some participants had not been taken any photos.

Tam Kit Chun (CS3) commented overall was good and some freshmen really enjoyed it. In addition, the cover of DVD was beautiful but some of the photos were out of focus.

Cheung Wai Fung (CS1) commented she could see the effort spent.

Wan Kit Man (CS1) commented the Orientation Programme motivated her to be the executive committee members.

Chung Man Ho (CS1) commented Orientation Programme was successful since Information Day.

Liu Chi Kin (CS3) commented Orientation Programme was successful and could retain the Closing Ceremony tradition was good.

Fung Shiu Hang (Sports Secretary) reported on Badminton Competition.

Leung Tsz King (CS3) asked if the promotion was enough.

Li Chi Chung (Publication & Publicity Secretary) answered it was not enough.

Leung Tsz King (CS3) asked if there were any matches that had more than 20 spectators.

Fung Shiu Hang (Sports Secretary) answered yes.

Leung Tsz King (CS3) commented it is also important to invite spectators to the competition.

Liu Chi Kin (CS3) commented he was no idea why only 10 minutes are needed for the match and seems there were no other participants.

Leung Tsz King (CS3) asked how long a match on average is.

Fung Shiu Hang (Sports Secretary) answered about 15 minutes.

Leung Tsz King (CS3) asked how many matches are needed for each participant.

Fung Shiu Hang (Sports Secretary) answered 2.

Leung Tsz King (CS3) commented participants could play more matches.

Tam Kit Chun (CS3) asked when the deadline for application was.

Fung Shiu Hang (Sports Secretary) answered forgotten.

Tam Kit Chun (CS3) asked if there were any amendments on the participants after deadline.

Fung Shiu Hang (Sports Secretary) answered some tutors applied after deadline and some other teams.

Leung Tsz King (CS3) asked if it was fair for tutor to change to other schedules.

Fung Shiu Hang (Sports Secretary) answered it did not involve fairness.

Leung Tsz King (CS3) commented he felt unfair about this part since the benefits of all other members were affected due to two members.

Wong Yuet Yi (CS1) commented the transparency was low.

Tam Kit Chun (CS3) commented it was important to have deadline to let everyone know.

Tam Kit Chun (CS3) asked for the reason that many participants absent at finals.

Fung Shiu Hang (Sports Secretary) answered because participants could not wake up in early morning.

Liu Chi Kin (CS3) asked the earliest time to notify parties and updating schedule.

Fung Shiu Hang (Sports Secretary) answered there were no common way to notify the participants.

Leung Tsz King (CS3) commented whether 09:30 was appropriate time to have the first match should be thought about.

Tam Kit Chun (CS3) commented it was weird that there was still winner when both competitors did not come.

Ng Che Kit (CS1) asked whether there were enough judges.

Fung Shiu Hang (Sports Secretary) answered there were 2 judges for each match where one is for giving judges and another is for calculating score.

Ng Che Kit (CS1) asked if there were line judges.

Fung Shiu Hang (Sports Secretary) answered there would be line judge if helpers were enough.

Tam Kit Chun (CS3) commented helpers should be enough since the number of executive committee members was 12.

Tam Kit Chun (CS3) commented medals were attractive and asked whether there were problems which participants did not know about the prize.

Fung Shiu Hang (Sports Secretary) answered participants were delighted when once they knew about the medals.

Leung Tsz King (CS3) asked if it would be better to publicize medals as prizes.

Fung Shiu Hang (Sports Secretary) answered yes.

Leung Tsz King (CS3) commented medals were good.

Tam Kit Chun (CS3) asked why there were no male doubles.

Fung Shiu Hang (Sports Secretary) answered there were male doubles originally but decided to open mix doubles from the feedback of members.

Leung Tsz King (CS3) asked for Chairperson to grant overall comments on Badminton Competition.

Liu Chi Kin (CS3) commented there were no target groups on the leaflet.

So Man Ho (External General Secretary) reported on CS Festival 2007.

Liu Chi Kin (CS3) asked why there were these four activities.

So Man Ho (External General Secretary) answered there were several meetings held by the recruited Organizing Committee to discuss the activities. The decision was made by the Organizing Committee.

Leung Tsz King (CS3) asked was there any guideline to sub person-in-charge.

So Man Ho (External General Secretary) answered there was no formal guideline.

Leung Tsz King (CS3) asked sub person-in-charge whether they thought there were sufficient guidelines for them to follow.

All sub person-in-charge answered yes.

Leung Tsz King (CS3) asked sub person-in-charge whether they could guide the Organizing Committee.

Only one of the sub person-in-charge answered yes.

Leung Tsz King (CS3) commented guidelines should be given to sub person-in-charge to ensure they could guide Organizing Committee.

Leung Tsz King (CS3) asked for the reason that Organizing Committee was separated into different groups.

So Man Ho (External General Secretary) answered that this idea was come up with the discussion during the meeting involved all Organizing Committee.

Leung Tsz King (CS3) commented it was satisfactory.

So Man Ho (External General Secretary) reported on CS Festival 2007 - Singing Contest.

Leung Tsz King (CS3) asked how to design the rundown.

So Man Ho (External General Secretary) answered the group finals part was cancelled due to limitation of time.

Tam Kit Chun (CS3) asked to give comment on venue used.

So Man Ho (External General Secretary) answered the venue was good. It was decided by Organizing Committee and this was actually the second choice.

Tam Kit Chun (CS3) commented CYM303 is the best venue for Singing Contest.

Leung Tsz King (CS3) asked whether choosing the judges was decision of Organizing Committee or executive committee members.



So Man Ho (External General Secretary) answered originally Organizing Committee suggested to invite some professional to come but the requests were rejected. Organizing Committee agreed to find lecturers as judges.

Tam Kit Chun (CS1) commented the judges were standstill after distributing prize which was a bit odd.

Leung Tsz King (CS3) commented the problem of judges could not be solved for years.

Leung Tsz King (CS3) asked for comments on prizes.

So Man Ho (External General Secretary) answered it was the decision of Organizing Committee although a lot of effort had been paid on convincing them to distribute more attractive prizes.

Leung Tsz King (CS3) commented limitation could be applied to Organizing Committee.

Sze Shun Yan (CS2) commented prizes were very important.

Leung Tsz King (CS3) asked for Chairperson to grant overall comments on CS Festival 2007 - Singing Contest.

Leung Tsz King (CS3) commented it was not enough people in counter.

Ng Che Kit (CS1) commented it was also the responsibility of Organizing Committee.

Wong Yuet Yi (CS1) commented the guidelines were not enough.

Fung Shiu Hang (Sports Secretary) reported on CS Festival 2007 - Dodgeball Competition.

Leung Tsz King (CS3) asked whether there were overlapping competitions.

Fung Shiu Hang (Sports Secretary) answered it was alright.

Leung Tsz King (CS3) asked if there were comments given to Organizing Committee.

Fung Shiu Hang (Sports Secretary) answered yes but members' willingness was more important.

Leung Tsz King (CS3) commented he was satisfied with this answer.

Tam Kit Chun (CS3) commented using questionnaire was good.

Leung Tsz King (CS3) asked whether there were some teams did not obey rules.

Fung Shiu Hang (Sports Secretary) answered there were situations that judges let go.

Leung Tsz King (CS3) asked how the rules and judges were decided.

Fung Shiu Hang (Sports Secretary) answered the rules was modified from the rules in Hong Kong Dodgeball Association while judges were Organizing Committee and executive committee members.

Leung Tsz King (CS3) commented it would be good to tell the experience to the new cabinet.

Tam Kit Chun (CS3) asked whether the evaluation were copied from Joint-Societies Dodgeball Competition.

Fung Shiu Hang (Sports Secretary) answered yes.

Liu Chi Kin (CS3) asked why the evaluation was the same and whether the evaluation had been done at Joint-Societies Dodgeball Competition.

Fung Shiu Hang (Sports Secretary) answered problems could not be improved even effort had been paid.

Leung Tsz King (CS3) commented it was an excuse which something must have improved at least.

Tam Kit Chun (CS3) commented it was impossible to have the same evaluation since the target group was not the same.

Tam Kit Chun (CS1) asked whether there were rules to allow organizers to participate.

Fung Shiu Hang (Sports Secretary) answered it was disallowed originally but in order to fill up the remaining people, the rules had been cancelled.

Tam Kit Chun (CS1) asked whether once there were not enough participants then including organizers was not a problem.

Fung Shiu Hang (Sports Secretary) answered they had sought for the agreement from the opponents.

Tam Kit Chun (CS1) commented it would induce unfairness if judges could be the participants at the same time.

Tam Kit Chun (CS3) asked how to decide the number of participating teams.

Fung Shiu Hang (Sports Secretary) answered it was decided after the number of participants was finalised.

Leung Tsz King (CS3) asked for Chairperson to grant overall comments on CS Festival 2007 - Dodgeball Competition.

Leung Tsz King (CS3) commented the dishonesty affect the image of CSA, HKU.

Tam Kit Chun (CS3) commented it was disappointed to see the evaluation were the same.

Lo Sung Lai Sunny (Internal General Secretary) reported on CS Festival 2007 - Free Games.

Ng Che Kit (CS1) reported on Free Games as the coordinator of Free Games.

Leung Tsz King (CS3) asked whether the executive committee members felt that 20 participants were good.

Lo Sung Lai Sunny (Internal General Secretary) answered that he felt satisfactory as he knew the response from the same function in the previous year.

Tam Kit Chun (CS3) commented promotion was important and suggested to follow the way that variety games did which organizing card games and chess.

Liu Chi Kin (CS3) commented the promotion was a mess since the information was not consistent.

Lo Sung Lai Sunny (Internal General Secretary) answered that he did not know whether the prizes were bought or not and it should be food.

Liu Chi Kin (CS3) asked if there was no such item in the financial report.

Chan Sze Hang (Financial Secretary) answered yes since no people claimed money by the end of the financial year.

Tam Kit Chun (CS3) commented more had to be done on guiding Organizing Committee.

Liu Chi Kin (CS3) asked for the reason having scattered venues.

Lo Sung Lai Sunny (Internal General Secretary) answered they wanted 3 games to be put at nearby venues. It was good to put in G/F Lobby of Chow Yei Ching Building but it was unsuitable for playing NDS games.

Liu Chi Kin (CS3) commented playing NDS games should be alright there.

Tam Kit Chun (CS3) commented Hsu Long Sing Amenities Centre was not a suitable venue for this kind of activity.

Tam Kit Chun (CS3) asked for the result of aero planes flying.

Lo Sung Lai Sunny (Internal General Secretary) answered the result had been recorded but the list was no in his hand. The result of Mario Cart was written only because he knew the result as a spectator.

Liu Chi Kin (CS3) asked if there were any staff or postgraduates for Free Games.

Lo Sung Lai Sunny (Internal General Secretary) answered yes.

Liu Chi Kin (CS3) commented it was not consistent with its aims in Annual Report.

Leung Tsz King (CS3) asked for Chairperson to grant overall comments on CS Festival 2007 - Free Games.

Leung Tsz King (CS3) commented it was dangerous to have no person-in-charge present in activities.

Tam Kit Chun (CS3) commented follow-ups had to be done on the prizes.

Ng Che Kit (CS1) commented it would be improved in the coming year.

Liu Chi Kin (CS3) commented the major problem of Free Games was its venue.

Cheng Sum Yee (Marketing Secretary) reported on CS Festival 2007 - Annual Dinner.

Tam Kit Chun (CS3) asked to comment the food quality of Annual Dinner.

Cheng Sum Yee (Marketing Secretary) answered it was not good.

Leung Tsz King (CS3) asked the method of deciding the venue.

Cheng Sum Yee (Marketing Secretary) answered it was come up during discussion among the Organizing Committee for a long time.

Leung Tsz King (CS3) asked for the reason that it took so long time.

Cheng Sum Yee (Marketing Secretary) answered it was because the guidelines given were not enough.

Tam Kit Chun (CS3) commented more guidelines should be given to Organizing Committee.

Leung Tsz King (CS3) commented limiting the venue should be better.

Liu Chi Kin (CS3) asked whether there was any invitation to staff of Department of Computer Science.

Cheng Sum Yee (Marketing Secretary) answered staff were invited by sending them invitation letters but most likely they would need to have family day or time was reserved for another activities.

Liu Chi Kin (CS3) asked whether Dr. Ho paid admission fee.

Cheng Sum Yee (Marketing Secretary) answered Dr. Ho was counted as participant who had paid the admission fee.

Tam Kit Chun (CS3) asked about the design and the cost of souvenir.

Cheng Sum Yee (Marketing Secretary) explained clearly.

Tam Kit Chun (CS3) commented the design was good and it could strive for the balance of cost and effort needed.

Liu Chi Kin (CS3) asked if the annual dinner had any cash sponsor.

Cheng Sum Yee (Marketing Secretary) answered yes and the cash sponsor was from the staff of Department of Computer Science.

Leung Tsz King (CS3) asked for Chairperson to grant overall comments on CS Festival 2007 - Annual Dinner.

Tam Kit Chun (CS3) commented the design of souvenir was attractive and the atmosphere of dining was good.

Leung Tsz King (CS3) asked for Chairperson to grant overall comments on CS Festival 2007.

Leung Tsz King (CS3) commented overall this year CS Festival was good and at least better than that in last year.

Liu Chi Kin (CS3) commented although some activities had not been arranged in a good way, he could see the effort Organizing Committee put and would like to thank everyone.

Wong Yuet Yi (CS1) commented chance should be given to Organizing Committee to have the evaluation.

Ng Che Kit (CS1) commented he really enjoyed to participate as an Organizing Committee in this year's CS Festival.

Wong Chi Shing (Information Secretary) reported on Career talk.

Liu Chi Kin (CS3) asked why it was organized with Computer Engineering Association.

Liu Chi Kin (CS3) asked why all speakers were graduates from Computer Engineering.

Wong Chi Shing (Information Secretary) answered that it was because the speakers were invited by Computer Engineering Association and they were joined at the later stage.

Leung Tsz King (CS3) asked about the distribution of work.

Wong Chi Shing (Information Secretary) answered that Computer Engineering Association was

responsible for notes, invitation and booking while CSA, HKU was responsible for souvenirs, poster, food and reception. The masters of ceremony were one from each society.

Liu Chi Kin (CS3) asked how the money was shared.

Chan Sze Hang (Financial Secretary) answered that the money was shared equally.

Tam Kit Chun (CS3) asked about the souvenirs for the speakers.

Wong Chi Shing (Information Secretary) answered that the souvenirs were the photo frames.

Tam Kit Chun (CS3) asked about the food for speakers.

Wong Chi Shing (Information Secretary) answered that the food was the cake and it was given after the talk.

Tam Kit Chun (CS3) commented it was a bit odd that the speaker suddenly had the cake but not other participants.

Tam Kit Chun (CS3) asked how long the venue was being booked.

Wong Chi Shing (Information Secretary) answered 2 hours.

Tam Kit Chun (CS3) commented it was better to book the venue longer for packing up the things and interflow.

Leung Tsz King (CS3) asked about the response of the talk.

Wong Chi Shing (Information Secretary) answered that it was good. Some students would like to interflow with the speakers; however, the time was too tight.

Leung Tsz King (CS3) commented that the time could be estimated longer.

Tam Kit Chun (CS3) asked about the venue.

Wong Chi Shing (Information Secretary) answered that it was held at Library Extension 8.

Tam Kit Chun (CS3) commented that venue was alright, but seemed a bit conceals.

Leung Tsz King (CS3) commented that it would be better that the guests of the career talk were not all from Computer Engineering.

Sit Tsz Yan (Social Secretary) reported on the Joint-Society TV Games Competition.

Leung Tsz King (CS3) asked why Playstation 2 and Wii were chosen.

Sit Tsz Yan (Social Secretary) answered that they thought Playstation 2 might suitable for boys

and Wii was suitable for girls.

Leung Tsz King (CS3) commented that it was good that they have considered the girls although they were the minor group.

Leung Tsz King (CS3) asked why these games were chosen.

Sit Tsz Yan (Social Secretary) answered these games were discussed by the representatives of the 4 societies and confirmed after the discussion of each individual society.

Leung Tsz King (CS3) commented that the meetings about discussion of these activities were better attended by the experienced executive committee members so that we could have bargained in a better way.

Leung Tsz King (CS3) asked how the aims were achieved.

Sit Tsz Yan (Social Secretary) answered that the communication was not only conducted between the teammates, but also occurred between different teams. The participants were happy and enjoyed.

Leung Tsz King (CS3) asked that why there was selection.

Sit Tsz Yan (Social Secretary) answered that the selection was used to determine who were the representatives as well as allowed people to try the games.

Leung Tsz King (CS3) asked that how many people were in the selection.

Sit Tsz Yan (Social Secretary) answered that there were around 12 people; but they discovered that they were not free at the end of the selection.

Liu Chi Kin (CS3) asked how to distribute the money among the 4 societies.

Chan Sze Hang (Financial Secretary) answered that the expenditure were shared equally by the 4 societies.

Liu Chi Kin (CS3) asked that why the cash coupons were used to be the present.

Sit Tsz Yan (Social Secretary) answered that it was because it was attractive and hoped that it could attract more people to join.

Leung Tsz King (CS3) asked that why the number of participants was less than expected.

Sit Tsz Yan (Social Secretary) answered that this was also out of their expectation because they thought people from Engineering might like playing TV games. They had evaluated from the feedback and concluded that they might not like to compete with others they did not know as they were shy.

Leung Tsz King (CS3) asked that what technical problem had been faced.

Sit Tsz Yan (Social Secretary) answered that the equipment could not set up and ran as usual, but they were already prepared them earlier but the time spent was more than expected.

Leung Tsz King (CS3) asked about the atmosphere during the competition.

Sit Tsz Yan (Social Secretary) answered that it was good and participants were enjoyed.

Leung Tsz King (CS3) asked that how to control foul language.

Sit Tsz Yan (Social Secretary) answered that no foul language is one of our regulation, but it seemed to be difficult to control as they were overexcited.

Leung Tsz King (CS3) commented that he also knew its difficulties, and he heard of some, but he thought only minor people did which was acceptable.

Leung Tsz King (CS3) commented that this activity was a good suggestion and was good to organized with other societies.

Chan Sze Hang (Financial Secretary) reported on Mixer.

Tam Kit Chun (CS3) asked that how the determination of the food was.

Chan Sze Hang (Financial Secretary) answered that they were refilled the food immediately when the container was empty for the first time. But after the evaluation, the food was refilled after the container was empty for a period of time. The purpose was to allow people who were late could have some food.

Liu Chi Kin (CS3) commented it was considerate, but the time might be a bit longer.

Liu Chi Kin (CS3) asked that why there was no sushi.

Chan Sze Hang (Financial Secretary) answered that it was because they were expensive.

Leung Tsz King (CS3) asked that how to determine what food was bought.

Chan Sze Hang (Financial Secretary) answered that it was determined by the price and its fullness, as well as the popularity.

Leung Tsz King (CS3) the choice of food was alright.

Liu Chi Kin (CS3) asked that where the utensils for public usage obtained from.

Chan Sze Hang (Financial Secretary) answered that they were obtained from Union Restaurant by other executive committee members.

Tam Kit Chun (CS3) commented that the food was good and satisfactory of the arrangement of food.

Leung Tsz King (CS3) commented that it was satisfactory but you should pay attention on the time of refilling the food, it was because some people might misunderstand that there was no more food.

Sit Tsz Yan (Social Secretary) reported on Superpass Fai Chun Writing.

Leung Tsz King (CS3) asked that if there was no executive committee member sitting at the counter for a period of time.

Sit Tsz Yan (Social Secretary) answered yes.

Leung Tsz King (CS3) commented that he hoped the similar circumstance won't happen again in the coming session.

Leung Tsz King (CS3) asked that if there was any limit on Superpass Fai Chun Writing.

Sit Tsz Yan (Social Secretary) answered no.

Leung Tsz King (CS3) asked that if the Fai Chun would be taken away and stick on the board.

Sit Tsz Yan (Social Secretary) answered yes.

Leung Tsz King (CS3) commented that you might try to allocate the resources to different people in order to let more people participated due to the limitation.

Leung Tsz King (CS3) asked that how to predict the number of participants.

Sit Tsz Yan (Social Secretary) answered that the number was predicted from photos and memory.

Leung Tsz King (CS3) asked how many resources were used.

Sit Tsz Yan (Social Secretary) answered one large red paper and less than one bottle of ink was used.

Leung Tsz King (CS3) commented that the information could be given to the new cabinet for estimation.

Leung Tsz King (CS3) asked if there was any student of Bioinformatics and Information Systems/Computer Science joined.

Sit Tsz Yan (Social Secretary) answered not sure.

Leung Tsz King (CS3) commented that counting on people joining could be used for reference for

future planning. It could reflect that there was not enough promotion to students of Bioinformatics and Information Systems/Computer Science.

Tam Kit Chun (CS3) commented that it was good to have staff participants.

Chung Man Ho (CS1) asked if there was any maintenance on the writing brush.

Sit Tsz Yan (Social Secretary) answered no, but the brushes would be cleaned after use.

Chung Man Ho (CS1) commented that it was glad that you were smart; you knew that they needed to be washed.

Leung Tsz King (CS3) commented if there were some brushes broken, refill might be needed.

Tam Kit Chun (CS3) commented that other materials might need to pay attention before use.

Chairperson announced that the position of Chairperson was transferred to Mak Hiu Ying (Internal Vice-chairperson).

Liu Chi Kin (CS3) asked if there were any new materials bought.

Sit Tsz Yan (Social Secretary) answered yes. The red paper was newly bought.

Liu Chi Kin (CS3) asked why there was no red paper in the report.

Chan Sze Hang (Financial Secretary) answered that it was counted as stationery.

Liu Chi Kin (CS3) commented that it might be confused but it was still alright.

Leung Tsz King (CS3) asked how to achieve the second aim which was to facilitate communication among participants.

Sit Tsz Yan (Social Secretary) answered it was a traditional event that participants would give the Fai Chun to one another and also there was communication during writing.

Leung Tsz King (CS3) asked that how to achieve the first aim, that was to encourage the study of participants.

Sit Tsz Yan (Social Secretary) answered that the Fai Chun contains the words that was blessing others to obtain good grades in examination.

Leung Tsz King (CS3) commented that the first answer was acceptable, but not total agreed to the second one. It was because there might be some people did not wish others. It was hoped that the executive committee members will guide people to achieve the aims.

Liu Chi Kin (CS3) asked why Dr. Cheung had inscription at the first time, but not at the second time of Fai Chun Writing.

Sit Tsz Yan (Social Secretary) answered they had sent invitation to him but they forgot to remind him due to there was a quiz in the progress of the event.

Liu Chi Kin (CS3) commented that it was alright, just wanted to know why.

Leung Tsz King (CS3) commented that there was no executive committee members at the counter during the quiz, so no supervision on the writing. But it seemed alright that the participants wrote the Fai Chun by themselves.

Sit Tsz Yan (Social Secretary) reported on Superpass Dinner.

Leung Tsz King (CS3) asked why the prices for 2 Superpass Dinner had a large difference.

Sit Tsz Yan (Social Secretary) answered that from the evaluation on the first Superpass Dinner was that it was too expensive. Therefore, they tried to make the second one much cheaper.

Leung Tsz King (CS3) commented that the price was an important criterion for participants.

Liu Chi Kin (CS3) asked for the comment on the differences of the 2 venues.

Sit Tsz Yan (Social Secretary) answered Union Restaurant provided a room for them; they could play games without distributing others. And it was more convenient due to the nearness, but it was comparatively more expensive than the wet market. For the wet market, it was comparatively far away from campus and the condition might not be so good.

Leung Tsz King (CS3) asked if there was any relationship between the price and the mini games.

Sit Tsz Yan (Social Secretary) answered no.

Leung Tsz King (CS3) commented that the new cabinet would better to hold some mini games during the dinner.

Leung Tsz King (CS3) asked that how to decide the sequence of roasted pig chopping.

So Man Ho (External General Secretary) answered they counted table as unit. The more senior they were, the earlier they were.

Leung Tsz King (CS3) commented that it was happy that there was the concept of elders and betters.

Chung Man Ho (CS1) asked how to minimize the danger of roasted pig chopping.

Sit Tsz Yan (Social Secretary) answered they would shout down on them when there were too many people went to help and might cause dangerous; but the condition seemed difficult to control due to the excitement.

Leung Tsz King (CS3) commented that the safety and the hygiene must be aware.

Leung Tsz King (CS3) asked how to eat the Kiwi fruit.

Sit Tsz Yan (Social Secretary) answered they did not think before the activity.

Leung Tsz King (CS3) commented that they had to think and guided the participant on how to eat them.

Leung Tsz King (CS3) asked where to had photo taking if there was raining.

Sit Tsz Yan (Social Secretary) answered it was sorry that they did not think of that before.

Leung Tsz King (CS3) commented they had to plan where to take the photo, there should be a backup plan.

Leung Tsz King (CS3) asked the number of participants was expected.

Sit Tsz Yan (Social Secretary) answered 4 tables which was around 40-48 people.

Leung Tsz King (CS3) commented that the atmosphere of Superpass Dinner was good, but was aware of the safety.

Tsui Tsz Chun (External Vice-chairperson) reported on Calendar Card.

Leung Tsz King (CS3) asked who the person-in-charge of Calendar Card was.

Ng Wing Yin (Welfare Secretary) answered that she was.

Leung Tsz King (CS3) asked that why Tsui Tsz Chun (External Vice-chairperson) was the one who reported.

Ng Wing Yin (Welfare Secretary) answered that Tsui Tsz Chun (External Vice-chairperson) was the one who designed and created the Calendar Card.

Leung Tsz King (CS3) commented that he was disappointed that the person-in-charge was not the one who reported and the person-in-charge should change to Tsui Tsz Chun (External Vice-chairperson) in this case.

Leung Tsz King (CS3) asked those who had involved in checking accuracy of calendar card to raise their hands.

Leung Tsz King (CS3) commented that he was disappointed that the person-in-charge was not checking.

Ng Wing Yin (Welfare Secretary) reported on Class Photo Taking.

Leung Tsz King (CS3) asked how many photos had been printed.

Ng Wing Yin (Welfare Secretary) answered that 15 pieces for Bioinformatics Year 1 students, 15 pieces for Bioinformatics Year 2 students, 15 pieces for Bioinformatics Year 3 students, 75 pieces for Computer Science Year 1 students, 70 pieces for Computer Science Year 2 students and 30 pieces for Computer Science Year 3 students.

Leung Tsz King (CS3) asked that why no Information Systems/Computer Science and Information Systems/Software Engineering students participated in taking the class photo.

Ng Wing Yin (Welfare Secretary) answered that those classes' representative body had also provided this service and both parties agreed that CSA, HKU not to take and distribute photos to them.

Leung Tsz King (CS3) commented that it was fine if there was an agreement.

Leung Tsz King (CS3) commented that although there was no photo for Software Engineering students, it was good that those students had been asked.

Leung Tsz King (CS3) asked to comment on the quality of the class photos.

Li Chi Chung (Publication & Publicity Secretary) answered that it was the problem of the photo printing company. At the first time, the company cut out some of the words and printed the photo in a wrong size. Then Ng Wing Yin (Welfare Secretary) and Li Chi Chung (Publication & Publicity Secretary) went to the company and asked for refund. The company agreed to print again but the output was still blurred.

Leung Tsz King (CS3) commented that finding a photo printing company with good reputation was important. Otherwise the money would be gone.

Leung Tsz King (CS3) asked that why the photo for Computer Science Year 3 was different from the one taken before.

Mak Hiu Ying (Internal Vice-chairperson) answered that using the one taken in Closing Ceremony because more people were there.

Leung Tsz King (CS3) commented that consultation from Computer Science Year 3 students should be made before printing photos.

Ng Wing Yin (Welfare Secretary) reported on Computer Accessories Sales.

Leung Tsz King (CS3) asked that if there was any A4 printing paper for sale.

Ng Wing Yin (Welfare Secretary) answered no.

Leung Tsz King (CS3) asked that what if some members came and asked to buy A4 printing paper.

Ng Wing Yin (Welfare Secretary) answered that they would purchase from the Engineering

Society, H.K.U.S.U.

Leung Tsz King (CS3) commented that A4 printing paper should not be listed there if there was no stock for sale.

Liu Chi Kin (CS3) commented that purchasing from Engineering Society, H.K.U.S.U. was not a good idea.

Leung Tsz King (CS3) commented that the sales for CD-R and DVD-R were good, and it was surprising that 2 floppy disks were sold.

Leung Tsz King (CS3) asked that if Ng Wing Yin (Welfare Secretary) recommended the new cabinet to sell floppy disk.

Ng Wing Yin (Welfare Secretary) answered no.

Leung Tsz King (CS3) asked that the reason.

Ng Wing Yin (Welfare Secretary) answered that floppy disk was a little bit outdated nowadays. The floppy disks remained should be left for self-use in case the affiliation to Engineering Society, H.K.U.S.U. was successful. The floppy disk could be used to send email through HKU Portal as the Student Union, H.K.U.S.U accepted only floppy disks.

Leung Tsz King (CS3) commented that the new cabinet should keep in mind.

Ng Wing Yin (Welfare Secretary) reported on Contact Directory.

Leung Tsz King (CS3) asked why the Contact Directory was empty for Information Systems/Computer Science Year 1 students.

Ng Wing Yin (Welfare Secretary) answered no contact could be collected from them. There was a member from their representative body agreed to provide those contacts. However, the member could not be contacted again. It had been waited for a long time, and finally the executive committee decided not to wait for that girl. This also made the release of Contact Directory late.

Leung Tsz King (CS3) commented that it was so unlucky.

Leung Tsz King (CS3) asked that if the information in Contact Directory was accurate.

Ng Wing Yin (Welfare Secretary) answered yes because she had validated the information many times.

Leung Tsz King (CS3) asked that if there was any email sent to students to verify on their own.

Ng Wing Yin (Welfare Secretary) answered no.

Leung Tsz King (CS3) commented that it should be done.

Tam Kit Chun (CS3) commented that he was a little bit disappointed on that because it had been told many times and the previous cabinet was scolded for this in the last Annual General Meeting, and how come the current cabinet still forgot about this.

Leung Tsz King (CS3) asked that if any email sent to the current students to obtain their agreement on putting their contacts on the Contact Directory.

Ng Wing Yin (Welfare Secretary) answered yes.

Leung Tsz King (CS3) asked that if anyone opposed to do so.

Ng Wing Yin (Welfare Secretary) answered yes. There was one student disagreed to put his contacts on the Contact Directory and the contact of that student had been removed.

Leung Tsz King (CS3) commented that he was happy to hear that.

Leung Tsz King (CS3) asked that if the contacts of the Staff were accurate.

Ng Wing Yin (Welfare Secretary) answered yes.

Leung Tsz King (CS3) asked Ng Wing Yin (Welfare Secretary) that why she was so sure.

Ng Wing Yin (Welfare Secretary) answered that she copied this from the Department of Computer Science and had confirmed the contacts.

Leung Tsz King (CS3) commented that it was good.

Ng Wing Yin (Welfare Secretary) reported on Departmental Windbreaker.

Leung Tsz King (CS3) asked that how the windbreaker made people felt warm in this cold winter.

Ng Wing Yin (Welfare Secretary) answered that the main purpose for a windbreaker was to resist wind. As most of the people were having a warm and big jacket, which could keep warm, they should wear the windbreaker outside to resist the wind in winter. This could help people to withstand high winds and keep warm.

Leung Tsz King (CS3) asked that why embroidering names on the windbreaker was so expensive that it cost \$30 for each name.

Li Chi Chung (Publication & Publicity Secretary) answered that both Chinese and English could be embroidered. It was the price listed by the manufacture company.

Leung Tsz King (CS3) asked that if CSA, HKU could pay some of the amount on that, or raises the price on the windbreaker, so that the price for embroidering names could seem to be lower.

Mak Hiu Ying (Internal Vice-chairperson) answered that it was not fair for the people who were not embroidering names on the windbreaker.

Leung Tsz King (CS3) commented that he was happy that the executive committee had considered this problem.

Leung Tsz King (CS3) asked that how the executive committee thought of the design of the windbreaker.

Li Chi Chung (Publication & Publicity Secretary) answered that the previous year had produced jacket and it was good to make something different this year. The words at the back of the windbreaker were written by our Head of Department, it was a good design.

Leung Tsz King (CS3) commented that he also thought that the design of windbreaker was good. However, it was unlucky that the sale was not good.

Leung Tsz King (CS3) asked that if anyone who ordered the windbreaker could not get one.

Ng Wing Yin (Welfare Secretary) answered that there was one person. One of the Staff ordered two small size windbreakers. However one of the small size windbreakers was lost or maybe it was sold to another person wrongly. She had made apologize to the Staff. The Staff did not mind and agreed to take a middle size windbreaker.

Leung Tsz King (CS3) commented that it was fine if the Staff did not mind.

Cheng Sum Yee (Marketing Secretary) reported on Marketing.

Liu Chi Kin (CS3) asked what functions the executive committee had found sponsorship for.

Cheng Sum Yee (Marketing Secretary) answered that they have found sponsorship for Inauguration Ceremony, Orientation Programme 2007 and CS Festival 2007 - Annual Dinner.

Liu Chi Kin (CS3) asked what sponsor products were sponsored by the marketing agent.

Cheng Sum Yee (Marketing Secretary) answered except the first 7 product in the product listed in the annual report p.109, others were sponsored by the marketing agent.

Liu Chi Kin (CS3) asked whether all the sponsor products were use for the Orientation Camp only.

Cheng Sum Yee (Marketing Secretary) answered no. The first 7 products lists in p.109 were used for the Inauguration Ceremony, CS Festival 2007 - Annual Dinner and also Orientation Day.

Liu Chi Kin (CS3) commented that the marketing agent had sponsor so many product.

Chung Man Ho (CS1) asked whether there was any amendment on p.109.



Cheng Sum Yee (Marketing Secretary) answered company Fevawork was missed.

Ng Che Kit (CS1) commented that there was some spelling mistake on one of the company names.

Liu Chi Kin (CS3) asked the quantity sponsored by the marketing agent for each product.

Cheng Sum Yee (Marketing Secretary) answered there was 100 quantities for each product.

Liu Chi Kin (CS3) asked whether it could match with the participant in the Orientation Camp.

Cheng Sum Yee (Marketing Secretary) answered the expected participant in orientation camp was actually 80. Asking for 100 sponsor product could make sure everybody in the camp could have the sponsor product.

Liu Chi Kin (CS3) commented that the sponsor product in the orientation he had obtained was not enough and nd also the ratio of male and female product should also be aware more carefully.

Liu Chi Kin (CS3) asked could the members of CSA, HKU enjoy any shopping discount.

Cheng Sum Yee (Marketing Secretary) answered no since the shopping discount contracts were all outdated.

Liu Chi Kin (CS3) comment the next cabinet should be aware to update the information in the web site.

Leung Tsz King (CS3) asked why the unit of sponsor product was 100 but he still could not get some of products.

Mak Hiu Ying (Internal Vice-chairperson) answered some sponsor product would be divided into male and female. And our cabinet had made some mistakes on this.

Leung Tsz King (CS3) asked the difficulties on marking the cash sponsor.

Cheng Sum Yee (Marketing Secretary) answered it was needed to walk around the 3 and 4/F of Chow Yei Ching Building. And also it is needed to go during different time slots in order to find all staff.

Leung Tsz King (CS3) asked what had brought to find the lecturers.

Cheng Sum Yee(CS2) answered she had brought the proposal, receipt, the society chop, pens and a list of staff to record.

Leung Tsz King (CS3) answered that the booklets and the leaflet of that function should also be bought.

Leung Tsz King (CS3) asked if the shops would be asked for more than one time to make the sponsorship.

Cheng Sum Yee (Marketing Secretary) answered yes.

Leung Tsz King (CS3) asked will the staff also be asked more than one time to make the sponsorship.

Cheng Sum Yee (Marketing Secretary) answered yes.

Leung Tsz King (CS3) commented that it should not ask the sponsorship from the same staff for more than two times.

Liu Chi Kin (CS3) asked what commitment had signed for the marketing agent for the Orientation Programme and was all the requirements to fulfil.

Cheng Sum Yee (Marketing Secretary) answered that the brand name and logo of the product provider should be printed on the booklet of the Orientation Programme and 5 booklets were needed to print for the marketing agent to keep. And also some photos about the sponsor product in the event needed to send back to the marketing agent to keep the reference. This work still not yet finished.

Liu Chi Kin (CS3) asked who will continue to contact the marketing agent.

Cheng Sum Yee (Marketing Secretary) answered she will continue the work.

Liu Chi Kin (CS3) asked how to get the sponsor product from the marketing agent.

Cheng Sum Yee (Marketing Secretary) answered the marketing agent would send the product checklist via email. Then she printed it out and asked other executive committee members to go with her to get the sponsor product back to campus.

Leung Tsz King (CS3) asked where the products will be placed in the campus.

Cheng Sum Yee (Marketing Secretary) answered all the products will be placed in the CS Area and the cabinet outside in Room 312, Haking Wong Building.

Wong Yuet Yi (CS1) asked what should be brought with to get the sponsor products.

Cheng Sum Yee (Marketing Secretary) answered the society chop, the email send by marketing agent and also the student ID card.

Liu Chi Kin (CS3) asked to make the comment on which shops were easier to ask the sponsorship.

Cheng Sum Yee (Marketing Secretary) answered Ice House Food and Wah Yan Restaurant.

Liu Chi Kin (CS3) commented the new cabinet could make a reference on it.

Liu Chi Kin (CS3) commented that there were so many sponsored items for the functions in this year and the quality of the products were also quite good. However, it was disappointed that the shopping discount was cancelled in this year. The next cabinet should consider doing more on this part.

Leung Tsz King (CS3) commented it was very happy to have so many sponsored items.

Ng Wing Yin (Welfare Secretary) reported on Membership Card.

Leung Tsz King (CS3) asked that why the design of Membership Card was changed.

Li Chi Chung (Publication & Publicity Secretary) answered that there was no softcopy of the previous design. Since the previous Membership Card was not enough to distribute to the Member, it was a good time to change the design. Also, due to the affiliation process of CSA, HKU to Engineering Society, H.K.U.S.U, the shopping discounts for the Members on behalf of CSA, HKU were required to be updated. A new design of the Membership Card was produced to facilitate the affiliation process. However, the affiliation process was suspended so as to match up the common admission scheme of Bachelor of Engineering starting from the coming academic year.

Leung Tsz King (CS3) commented that new design was a must for affiliation. The new design was good.

Tam Kit Chun (CS3) agreed.

Ng Wing Yin (Welfare Secretary) reported on Mobile Chain.

Leung Tsz King (CS3) asked that if the Mobile Chain created in the previous session would also be sold.

Ng Wing Yin (Welfare Secretary) answered yes.

Leung Tsz King (CS3) asked that if anyone purchased the Mobile Chain created in the previous session.

Ng Wing Yin (Welfare Secretary) answered yes.

Leung Tsz King (CS3) commented that why not only just selling the new Mobile Chain.

Leung Tsz King (CS3) asked that why the price was high.

Li Chi Chung (Publication & Publicity Secretary) answered that the cost was low.

Leung Tsz King (CS3) asked that if the price was a little bit too high.

Leung Tsz King (CS3) commented that if the price was low, it was not fair.

Leung Tsz King (CS3) asked to explain the third point in the evaluation.

Ng Wing Yin (Welfare Secretary) answered that it was not durable.

Tam Kit Chun (CS3) asked to comment the Mobile Chain on his hand.

Ng Wing Yin (Welfare Secretary) answered that it was a little bit worn.

Tam Kit Chun (CS3) asked that why it was like this.

Chan Sze Hang (Financial Secretary) answered that it could not be like that in a proper use.

Leung Tsz King (CS3) commented that the one in Tam Kit Chun (CS3)'s hand was an exceptional case. However, the quality was still important.

Tam Kit Chun (CS3) commented that the Mobile Chain was not durable.

Ng Che Kit (CS1) commented that he liked the Mobile Chain and he found that it was good in cleaning the monitor of his mobile.

Leung Tsz King (CS3) asked that how many pieces in 59 Mobile Chain were sold to non-members.

Ng Wing Yin (Welfare Secretary) answered she had no data on hand.

Leung Tsz King (CS3) asked that how many pieces of previous Mobile Chain were sold to non-members.

Ng Wing Yin (Welfare Secretary) answered none.

Ng Che Kit (CS1) asked that what the word "Duration" meant.

So Man Ho (External General Secretary) answered that the design time.

Leung Tsz King (CS3) commented that what the meaning of putting in the booklet.

Ng Che Kit (CS1) commented that the design of new Mobile Chain was good.

Li Chi Chung (Publication & Publicity Secretary) reported on Newsletters.

Tam Kit Chun (CS3) asked that the positioning of Li Chi Chung (Publication & Publicity Secretary) and Tan Kok Kong Jonathan.

Li Chi Chung (Publication & Publicity Secretary) answered that Tan Kok Kong Jonathan collected the draft and did the composing job. Li Chi Chung (Publication & Publicity Secretary) was responsible for validation and printing.

Tam Kit Chun (CS3) asked that how much effort Tan Kok Kong Jonathan had been put in proofreading.

Li Chi Chung (Publication & Publicity Secretary) answered that large modifications were done in meetings and only minor modifications were done by Jonathan.

Tam Kit Chun (CS3) asked that if the version on the CSA, HKU homepage was correct.

Li Chi Chung (Publication & Publicity Secretary) answered that the electronic version was the most updated.

Liu Chi Kin (CS3) asked that how the outdated versions were handled.

Li Chi Chung (Publication & Publicity Secretary) answered that those would be kept as record.

Tam Kit Chun (CS3) asked the effectiveness of having electronic version of Newsletter.

Li Chi Chung (Publication & Publicity Secretary) answered that it was environmental friendly and allowing people read on web.

Tam Kit Chun (CS3) asked that if the members welcomed the electronic version.

Li Chi Chung (Publication & Publicity Secretary) answered yes.

Liu Chi Kin (CS3) asked that why the message corner was only available in two issues.

Li Chi Chung (Publication & Publicity Secretary) answered that it was not enough space as most of the pages were used for activity reviews.

Tam Kit Chun (CS3) commented that the message corner was valuable.

Liu Chi Kin (CS3) commented that the interaction between members decreased if no message corner and hoped that the new cabinet considered this point.

Tam Kit Chun (CS3) asked that what the last evaluation point meant.

Li Chi Chung (Publication & Publicity Secretary) answered that wanted to be freer at the beginning, but members' feedback was not consistent.

Tam Kit Chun (CS3) commented that consistency was important, such as year and names. More checking should be done before releasing.

Tam Kit Chun (CS3) asked that if there was an issue that had only one person did the validation.

Li Chi Chung (Publication & Publicity Secretary) answered no.

Tam Kit Chun (CS3) asked that if there was any function neglected.

Li Chi Chung (Publication & Publicity Secretary) answered yes.

Tam Kit Chun (CS3) commented that Dodgeball Competition was missing.

Ng Wing Yin (Welfare Secretary) reported on Second-hand Books Sales Assist.

Leung Tsz King (CS3) asked that if this lasted throughout the year.

Ng Wing Yin (Welfare Secretary) answered yes.

Leung Tsz King (CS3) asked if there was any poster.

Ng Wing Yin (Welfare Secretary) answered no.

Tam Kit Chun (CS3) commented that it was mentioned in Newsletter, but could be promoted in a better way.

Liu Chi Kin (CS3) asked that if anyone found matches in the list.

Ng Wing Yin (Welfare Secretary) answered yes.

Leung Tsz King (CS3) asked that there were how many successful cases.

Ng Wing Yin (Welfare Secretary) answered 5.

Liu Chi Kin (CS3) asked that how long the seller's form was kept.

Ng Wing Yin (Welfare Secretary) answered one semester.

Leung Tsz King (CS3) asked that what the second evaluation point meant.

Ng Wing Yin (Welfare Secretary) answered that there were so much demand but supply was not enough. She had approached some current students to sell their books but not successful.

Leung Tsz King (CS3) asked that whether this item was recommended to the new cabinet.

Ng Wing Yin (Welfare Secretary) answered no.

Fung Shiu Hang (Sports Secretary) reported on Society Soccer Team.

Leung Tsz King (CS3) asked that why there was no team members listed in the booklet.

Fung Shiu Hang (Sports Secretary) answered that it should be added.

Leung Tsz King (CS3) commented that it was a must.

Chung Man Ho (CS1) asked that how many regular training was being held.

Fung Shiu Hang (Sports Secretary) answered more than four and there was no regular training.

Leung Tsz King (CS3) commented training was important, as well as the recognition of the Society Soccer Team.

Leung Tsz King (CS3) asked that if CSA, HKU homepage showed the result of JSSL.

Tsui Tsz Chun (External Vice-chairperson) answered that there was at the beginning.

Leung Tsz King (CS3) asked that why there was none later.

Tsui Tsz Chun (External Vice-chairperson) answered that there was no.

Tam Kit Chun (CS3) commented that it should be shown in the CSA, HKU homepage.

Tam Kit Chun (CS3) asked Fung Shiu Hang (Sports Secretary) to make some comments for the new cabinet in managing Society Soccer Team.

Fung Shiu Hang (Sports Secretary) answered that they should book the football ground regularly. After affiliation, they should make good use of facilities of the university. Besides, in order to accommodate everyone, the training should be held on Saturdays. Also, the structure of JSSL was in a mess.

Leung Tsz King (CS3) asked that how the football clothing was.

Ng Wing Yin (Welfare Secretary) answered that they were infringed copies.

Leung Tsz King (CS3) commented that it was not good.

Ng Wing Yin (Welfare Secretary) reported on Society T-shirt.

Tam Kit Chun (CS3) asked Ng Wing Yin (Welfare Secretary) to comment on the Society T-shirt.

Ng Wing Yin (Welfare Secretary) answered that the Society T-shirt was first introduced in Orientation Day. There was white and black. Finally, the black was chosen due to the feedback collected from the Member. Most of the buyers of Society T-shirt were tutors, which was unexpected.

Ng Wing Yin (Welfare Secretary) reported on Souvenirs to Graduate Students.

Liu Chi Kin (CS3) asked how many percent of the product was made by the current cabinet.

Wong Wai Kit (Chairperson) answered 30%.

Tam Kit Chun (CS3) asked that why the design was so similar to that of the previous year.

Mak Hiu Ying (Internal Vice-chairperson) answered that the original idea was to make some candles. However, candles were bought wrongly and time was tight. It was so lucky that there were so many stocks left last year. After some modification based on the previous souvenirs, the final product was done.

Leung Tsz King (CS3) commented that he hoped the next cabinet would not to make the same thing again and he was looking forward to the new souvenir.

Ng Wing Yin (Welfare Secretary) reported on Stationery Sales.

Liu Chi Kin (CS3) asked why the price for society folders had increased.

Ng Wing Yin (Welfare Secretary) answered that there was an increase in cost.

Tam Kit Chun (CS3) asked that how many society folders and paper left.

Ng Wing Yin (Welfare Secretary) answered that 100 stacks of society paper was left and 150 folders was left for each colour.

Ng Wing Yin (Welfare Secretary) reported on Welfare Package.

Tam Kit Chun (CS3) asked that how the price of Welfare Package set.

Ng Wing Yin (Welfare Secretary) answered that the price was lower than cost.

Tam Kit Chun (CS3) asked that why the price was lower than cost.

Chan Sze Hang (Financial Secretary) answered that there was no problem to have a deficit as it was a welfare to the members.

Leung Tsz King (CS3) commented he agreed.

Tam Kit Chun (CS3) asked that if the design of products included in Welfare Package consistent.

Li Chi Chung (Publication & Publicity Secretary) answered no. The society folders and society paper were using the previous design.

Tam Kit Chun (CS3) asked that why.

Li Chi Chung (Publication & Publicity Secretary) answered that there were many stocks left last year, but not enough for selling. Therefore, it was decided to re-produce using the same model.

Tsui Tsz Chun (External Vice-chairperson) reported on the external affairs

Leung Tsz King (CS3) asked that if they participated in the inauguration ceremonies of other societies with the proposed executive committee members.

Tsui Tsz Chun (External Vice-chairperson) answered yes.

Leung Tsz King (CS3) asked that what societies' inauguration ceremonies they participated.

Tsui Tsz Chun (External Vice-chairperson) answered that Civil Engineering Society, The University of Hong Kong, Computer Engineering Association, Computer Science Society, City University of Hong Kong Students' Union, Computer Science Society, The Student Union of the Chinese University of Hong Kong, Electrical and Electronic Engineering Association, The University of Hong Kong, Engineering Society, H.K.U.S.U., Engineering Students Union, The Hong Kong University of Science and Technology Students' Union, Hong Kong Baptist University Computer Science Society, Information Systems Association, B.E.A., H.K.U.S.U.

Mechanical Engineering Society, The University of Hong Kong and Society of Computing Studies, Hong Kong Polytechnic University Students' Union.

Leung Tsz King (CS3) asked to report the progress of affiliation to Engineering Society, HKUSU.

Tsui Tsz Chun (External Vice-chairperson) reported on the progress of the affiliation.

Leung Tsz King (CS3) asked what suggestion they gave to the new cabinet.

Tsui Tsz Chun (External Vice-chairperson) answered that it was recommended to continue working closely with other departmental societies under Faculty of Engineering on matters related to affiliation.

Liu Chi Kin (CS3) asked for the situation of the Joint University Computer Association.

Tsui Tsz Chun (External Vice-chairperson) answered that there are few meeting aimed to reorganize the JUCA at the beginning of semester 2 in academic year 2006 - 2007. However, the participants did not concern about it. Some of them even did not attend the meetings. In this case, JUCA could not reorganize easily.

Liu Chi Kin (CS3) commented that he hope the new cabinet could continue to work on it.

Leung Tsz King (CS3) asked Chairperson to grant overall comments on external affairs.

Leung Tsz King (CS3) commented that he was happy about the progress about the affiliation. He hoped the proposed committee members could worked harder on it.

At 07:51 (26/1/2008), Chairperson received Motion 05,

"To move to the agendum 7"

Proposed by, Leung Tsz King (CS3)

Seconded by, Tam Kit Chun (CS3)

Resolution: No Discussion/Objection, Motion Carried.

7. To receive and adopt the Annual Financial Report of the executive Committee, Computer Science Association, The University of Hong Kong 2007 – 2008

Discussion:

Liu Chi Kin (CS3) asked about the cost about the First-aid box.

Cheng Sum Yee (Marketing Secretary) answered the materials in the first-aid box was expired.

Liu Chi Kin (CS3) asked about the cost of water in the sport item.

Fung Shiu Hang (Sports Secretary) answered that it was for the training of society team.

Liu Chi Kin (CS3) asked that why the cost in the Joint Society Dodgeball Competition needed to divide by 4.

Chan Sze Hang (Financial Secretary) answered that it is because the 4 societies shared the cost.

Liu Chi Kin (CS3) asked to describe the cost about the transportation in the Orientation Programme 2007 – Orientation Camp.

Chan Sze Hang (Financial Secretary) answered that it is the cost of booking the vehicles to transport the materials to the camp site and back to the university.

At 08:31 (26/1/2008), Chairperson received Motion 06.

"To move to the agendum 8"

Proposed by, Leung Tsz King (CS3)

Seconded by, Tam Kit Chun (CS3)

Resolution: No Discussion/Objection, Motion Carried.

8. To receive and adopt the Annual Financial Budget of the Executive Committee, Computer Science Association, The University of Hong Kong, Session 2008 – 2009

Discussion:

Lau Kim Yuk (CS1) reported on the Annual Financial Budget of the Executive Committee, Computer Science Association, The University of Hong Kong, Session 2007 – 2008.

Leung Tsz King (CS3) asked why the prize in Joint Societies 3 on 3 Basketball Competition needed to be multiplied 2.

Lau Kim Yuk (CS1) answered that this was because the competition was separated for male participants and female participants.

Tam Kit Chun (CS3) asked about the size of the posters.

Lau Kim Yuk (CS1) answered that all posters would be in A4 size.

Tam Kit Chun (CS3) commented that the executive committee of next cabinet had not changed the inappropriate details of the annual budget after the campaign meeting.

Liu Chi Kin (CS3) commented that the poster should be in A3 size.

Liu Chi Kin (CS3) asked about the methods to drink the water.

Lau Kim Yuk (CS1) answered that no utensil would be provided for the drinking the water.

Liu Chi Kin (CS3) commented that it was dirty to do so.

Liu Chi Kin (CS3) asked about the “corsage” for the Inauguration Ceremony.

Lau Kim Yuk (CS1) answered that the remaining corsage was too old and not enough for the coming ceremony.

Liu Chi Kin (CS3) asked if the budget needed to be signed by the Chairperson.

Lau Kim Yuk (CS1) answered that she did not know about that.

Liu Chi Kin (CS3) commented that this was optional to have the Chairperson's signature.

Liu Chi Kin (CS3) asked about the item, “Booklet”, in the Orientation Day.

Lau Kim Yuk (CS1) answered that this was made by folding a few A4 paper.

Leung Tsz King (CS3) commented that the executive committee of next session had not changed many inappropriate details after the campaign meeting.

Leung Tsz King (CS3) commented she was glad the calculation of the budget was correct. She pointed out that the details of the information should be listed clearly.

At 09:00 (26/1/2008), Chairperson received Motion 07.

“To move to the agendum 9”

Proposed by, Leung Tsz King (CS3)

Seconded by, Tam Kit Chun (CS3)

Resolution: No Discussion/Objection, Motion Carried.

#### 9. To elect the Honorary Members, if any

Discussion:

Liu Chi Kin (CS3) asked about the procedure to elect the Honorary Member.

Wong Wai Kit (Chairperson) answered that the members could elect the Honorary Member only if there was member who had been nominated.

Leung Tsz King (CS3) asked if there was any nomination.

Wong Wai Kit (Chairperson) answered no.

At 09:10 (26/1/2008), Chairperson received Motion 08.

“To move to the agendum 10”

Proposed by, Leung Tsz King (CS3)

Seconded by, Tam Kit Chun (CS3)

Resolution: No Discussion/Objection, Motion Carried.

#### 10. To amend the Constitution, if any

Discussion:

Liu Chi Kin (CS3) asked about the procedure of modifying the Constitution.

Mak Hiu Ying (Internal Vice-chairperson) answered that members could request on modification of the Constitution in Annual General Meeting and Extraordinary General Meeting. If the votes passed, the Constitution would then be modified.

At 09:20 (26/1/2008), Chairperson received Motion 09,

“To move to the agendum 11”

Proposed by, Leung Tsz King (CS3)

Seconded by, Tam Kit Chun (CS3)

Resolution: No Discussion/Objection, Motion Carried.

#### 11. Any other business

Discussion:

Leung Tsz King (CS3) commented that he hoped the new cabinet could do their best.

At 09:32 (26/1/2008), Chairperson received Motion 10,

“To move to the agendum 12”

Proposed by, Leung Tsz King (CS3)

Seconded by, Tam Kit Chun (CS3)

Resolution: No Discussion/Objection, Motion Carried.

#### 12. Adjournment

The chairperson announced that the meeting was concluded at 09:45 (26/1/2008).

Prepared by,

Approved by,



Lo Sung Lai, Sunny  
Internal General Secretary  
Computer Science Association,  
The University of Hong Kong  
Session 2007 – 2008



Wong Wan Kit, Ricky  
Chairperson  
Computer Science Association,  
The University of Hong Kong  
Session 2007 – 2008

## 6. Minutes of the 1st Extraordinary General Meeting, Session 2008 – 2009

Minutes of the 1st Extraordinary General Meeting, Session 2008– 2009  
Computer Science Association, The University of Hong Kong  
Held in Room 308, Chow Yei Ching Building, The University of Hong Kong  
Started at 19:08, 3rd April 2008

Chairperson: Yim Lok Hin, CS1  
Internal Vice-chairperson, Session 2008 – 2009  
Computer Science Association, The University of Hong Kong  
Secretary: Ng Ho Lam, CS1  
Internal General Secretary, Session 2008 – 2009  
Computer Science Association, The University of Hong Kong  
Returning Officer: Fu Chun Yin, Anthony, CivE-Law1  
Internal Vice-chairperson, Session 2008 – 2009  
Civil Engineering Society, Engineering Society, H.K.U.S.U.

1. Call to order
2. To appoint the acting Honorary Secretary

At 19:06, Chairperson received Motion 01.

“To appoint Ng Ho Lam (UID: 2007190438) to be the acting Honorary Secretary of the meeting”

Proposed by, Ng Che Kit (Chairperson)

Seconded by, Chung Man Ho (External Vice-chairperson)

Resolution: No Discussion/Objection, Motion Carried.

At 19:07, Chairperson announced that Ng Ho Lam (Internal General Secretary) was appointed as the acting Honorary Secretary of the meeting.

3. To receive and adopt the agenda

At 19:23, Chairperson received Motion 02.

“To receive and adopt the agenda”

Proposed by, Lo Sung Lai Sunny (CS2)

Seconded by, So Man Ho (CS2)

Discussion:

Lo Sung Lai Sunny (CS2) asked which agendum allowed them to ask about the promotion of the meeting.

Chairperson replied that no question about the promotion should be asked as it was not related to the matters which would be discussed in the meeting.

Leung Tsz King (CS3) explained that promotion could affect the legality of the meeting and the absence of any Bioinformatics student may be due to the problem of not enough promotion.

Therefore, he asked for the permission.

Chairperson replied that any question about the promotion could be asked at this moment.

Lo Sung Lai Sunny (CS2) asked what methods had been used to promote the meeting.

Chung Man Ho (External Vice-chairperson) replied that the meeting was promoted by making announcements and posting agenda on the website of CSA, HKU, the board outside the CS Area and the association board along the corridor on 3/F, Haking Wong Building and by mass email to the Members.

Liu Chi Kin (CS3) asked if the Committee has contacted the Bio-informatics students, the class representatives and ISA, BEA, HKUSU face-to-face as this meeting concerned their benefit.

Chung Man Ho (External Vice-chairperson) replied no as he believed that there was enough promotion.

Liu Chi Kin (CS3) asked if the Committee had contacted the Associate Members.

Chung Man Ho (External Vice-chairperson) replied no as anyone can access the website to know about the meeting.

Liu Chi Kin (CS3) commented that unlike the Annual General Meeting, the Extraordinary General Meeting concerned the development of the Association. Miss Liu and Mr. Cheng said they did not know about this meeting and they seemed to be ignored, so they should be invited, as well as the class representatives of any member group.

Liu Chi Kin (CS3) asked for listing the part in the Constitution that needed to be amended on the agenda of the meeting.

Ng Che Kit (Chairperson) asked for Chairperson to allow him to amend the agenda.

Chairperson allowed.

Ng Che Kit (Chairperson) amended the agenda by listing the part in the Constitution that needed to be amended below the agenda "To discuss and adopt the amended constitution".

Resolution: No Objection, Motion Carried.

#### 4. To discuss and adopt the decision of affiliating to Engineering Society, H.K.U.S.U.

Discussion:

Lo Sung Lai Sunny (CS2) asked what affiliating to the Engineering Society was.

Chung Man Ho (External Vice-chairperson) replied that it was to enter into HKUSU and become

a part of it.

Lo Sung Lai Sunny (CS2) asked why the Association was affiliated to the Engineering Society but not other societies.

Chung Man Ho (External Vice-chairperson) replied that it was because most of the Members were members of the Engineering Society.

Liu Chi Kin (CS3) asked what direct benefit the Members could obtain after affiliation.

Chung Man Ho (External Vice-chairperson) replied that the name of the Association would be changed from "Computer Science Association, The University of Hong Kong" to "Computer Science Association, Engineering Society, H.K.U.S.U." and it would have higher acceptability.

Lo Sung Lai Sunny (CS2) commented that it was none of the Members' business and asked what concrete benefit the Members could obtain.

Wong Yuet Yi (Marketing Secretary) replied that the sponsors would be more willing to sponsor the societies under HKUSU and the Members could have benefit.

Leung Tze King (CS3) asked what direct benefit was apart from this indirect one.

Chung Man Ho (External Vice-chairperson) replied that he could not think of any and indirect benefit was also a kind of benefit.

Leung Tze King (CS3) commented that he hoped that the Committee could discover the benefit after that as the Members might ask what benefit they could obtain for each activity after affiliation.

Liu Chi Kin (CS3) asked why the Committee decided to affiliate in this year as the affiliation had been negotiated for a few years and there were many problems.

Chung Man Ho (External Vice-chairperson) replied that all the details had been confirmed after a few years of negotiation, the past External Vice-chairperson had drafted the new constitution and also the Engineering Society had just adopted its amended by-laws and constitution, so the decision to affiliate was made.

Liu Chi Kin (CS3) further asked if there were any other reasons.

Ng Che Kit (Chairperson) replied no.

So Man Ho (CS2) asked after affiliation, how to announce this news to the Members.

Chung Man Ho (External Vice-chairperson) replied that the Members would be informed by announcing it on the website, newsletter, the board outside the CS Area and the association board along the corridor on 3/F, Haking Wong Building and by mass email, the Bioinformatics students, the class representatives and ISA, BEA, HKUSU would be informed



face-to-face and the Associate Members would be contacted also.

So Man Ho (CS2) asked if the details of affiliation would be released.

Ng Tsz Ching (Publication & Publicity Secretary) replied that the details were not confirmed, maybe the benefit after affiliation and which part of the Constitution was amended would be talked about in the newsletter.

Lo Sung Lai Sunny (CS2) asked if the Association was affiliated just after this meeting.

Chung Man Ho (External Vice-chairperson) replied yes.

Ng Che Kit (Chairperson) added that yes if agenda 4 and 5 had been passed.

Lo Sung Lai Sunny (CS2) asked if the newsletter was published immediately after this meeting.

Lau Mei Ying (Welfare Secretary) replied that it would be published next Monday with the notice of affiliation if it was passed by vote.

Liu Chi Kin (CS3) commented that there were other methods of announcement such as posting notices of changing name of the Association on the boards of every laboratory, the cabinets of the CS' Area and the places the Members appeared most frequently.

Tsui Tsz Chun (CS2) asked if there were any exceptional circumstances which would make the Association fail to affiliate after the meeting.

Chung Man Ho (External Vice-chairperson) replied yes, the Association could not affiliate if the submitted application form was not approved by the Engineering Society and this situation would also violate the amended constitution if it was passed by vote.

Tsui Tsz Chun (CS2) asked how to solve the problem if the application form was not approved.

Chung Man Ho (External Vice-chairperson) replied that he would understand the situation from the Engineering Society.

Leung Tze King (CS3) asked how to handle the situation where the Constitution was amended but the Association had not affiliated yet.

Chung Man Ho (External Vice-chairperson) replied that the amended constitution would be followed.

Leung Tze King (CS3) commented that the amended constitution did not need to be adopted until the affiliation was approved by the Engineering Society, otherwise there would be troubles when marking sponsorship.

Liu Chi Kin (CS3) asked if there were any constitution and by-laws of the Engineering Society for them for reference.

Chung Man Ho (External Vice-chairperson) replied no, one should obtain them from the Engineering Society in person as they could not be found in the website of the Engineering Society.

Kwok Wan Lai (CS1) asked if the affiliation had a deadline, and if it had, what the deadline was.

Chung Man Ho (External Vice-chairperson) replied no, but it is better for the Association to affiliate before July this year.

Liu Chi Kin (CS3) commented that a way of accessing the constitution and by-laws of the Engineering Society should be provided for them as the Association was restricted by the constitution and by-laws after affiliation.

Liu Chi Kin (CS3) asked what rights and duties they would have after affiliation.

Chung Man Ho (External Vice-chairperson) replied that they should obey the by-laws of the Engineering Society and maintain its reputations.

Lo Sung Lai Sunny (CS2) asked if the Members might be the members of the Engineering Society.

Chung Man Ho (External Vice-chairperson) replied no, as this part was deleted in the amended by-laws of the Engineering Society.

Liu Chi Kin (CS3) further asked if the Association would be disaffiliated if that part was added to the by-laws again and their representatives had not enough votes to against it.

Chung Man Ho (External Vice-chairperson) replied that this should be discussed with the Engineering Society.

Liu Chi Kin (CS3) commented that this embarrassing situation should be handled after affiliation.

Leung Tsz King (CS3) asked if the rights and duties would be posted for them to see after affiliation.

Chung Man Ho (External Vice-chairperson) replied yes.

Liu Chi Kin (CS3) asked whether it would be restricted by the Engineering Society if the year plan of the Association needed to be changed after it was submitted to the Engineering Society after affiliation.

Chung Man Ho (External Vice-chairperson) replied that it needed to be reported to Engineering Council, HKUSU.

Liu Chi Kin (CS3) asked, since the year plan should be passed to Engineering Council, HKUSU, if there would be a drawback that the Association could not organise the activities as it wanted.

Chung Man Ho (External Vice-chairperson) replied that Engineering Council, HKUSU would not obstruct them unreasonably, and they could enjoy more resource so the benefit was more than harm.

Liu Chi Kin (CS3) asked if the amounts of resources of the Association such as money and the CS Area were restricted by the Engineering Society.

Chung Man Ho (External Vice-chairperson) replied no as the money belonged to the Association and the CS' Area belonged to the Department.

Liu Chi Kin (CS3) asked if the Engineering Society could meddle with the resources if those resources were bought using its money.

Chung Man Ho (External Vice-chairperson) replied yes.

Liu Chi Kin (CS3) commented that he was afraid that the Engineering Society could exploit the resources of the Association as it would distribute the money to the Association and the Association could use the new and the old money.

Tan Kok Thy Joseph (CS1) asked what the differences between affiliating to the Engineering Society and to HKUSU were.

Chung Man Ho (External Vice-chairperson) replied that more restriction was imposed to the Association affiliating to the Engineering Society than to HKUSU.

Tan Kok Thy Joseph (CS1) asked if the Committee had submitted the nomination form to HKUSU by 3rd April, 2008 according to the website of HKUSU.

Chung Man Ho (External Vice-chairperson) replied that the nomination form would be submitted after the next cabinet was elected next year.

Tan Kok Thy Joseph (CS1) commented that he accepted Chung Man Ho (External Vice-chairperson)'s answer.

Liu Chi Kin (CS3) asked what strength the Association would have and what weakness the Association needed to be made up after affiliation.

Chung Man Ho (External Vice-chairperson) replied that for strength, more choices of venues and facilities could be booked. For weakness, more venues needed to be applied to HKUSU for publication.

Liu Chi Kin (CS3) asked if there was contradiction as the venues could be booked through the Department and HKUSU after affiliation.

Chung Man Ho (External Vice-chairperson) replied that it was better the venues could be booked by 2 ways and there was no contradiction as the Committee would not make

request to both sides simultaneously.

Liu Chi Kin (CS3) asked if booking venues through the Department was better than through HKUSU in the orientation period as other societies such as EEEA, ENS, H.K.U.S.U. and CES, ENS, H.K.U.S.U. could also book them.

Chung Man Ho (External Vice-chairperson) replied that it needed to be discussed with HKUSU.

Liu Chi Kin (CS3) commented that it was troublesome in the orientation period as it is not known if booking venues was through the Department or HKUSU, or even HKUSU might tell the Association to book through the Department.

Lo Sung Lai Sunny (CS2) commented that it was meaningless to have this meeting as too many details were not known from the Engineering Society and HKUSU.

So Man Ho (CS2) asked the Committee to list out all the promotion methods after affiliation.

Chung Man Ho (External Vice-chairperson) replied that he could not list out all, but it is possible to apply to hang the banners at Haking Wong Podium.

Lo Sung Lai Sunny (CS2) asked how to apply and said the answerer could reply "I don't know" if he did not know.

Cheung Wai Lok (Information Secretary) it should be applied before 8 weeks.

So Man Ho (CS2) replied that the administration mode needed to be changed as table stands and counters at Haking Wong Podium, Chow Yei Ching Building and Run Run Shaw Building needed to be booked every early.

Liu Chi Kin (CS3) asked if the Committee had discussed with other societies such as EEEA, ENS, H.K.U.S.U. and CES, ENS, H.K.U.S.U. about affiliation.

Chung Man Ho (External Vice-chairperson) replied yes.

Liu Chi Kin (CS3) further asked how to handle the relationship between the Association and other departmental societies of Engineering which had not affiliated yet.

Chung Man Ho (External Vice-chairperson) replied that the Association would continue to cooperate with them.

Tsui Tsz Chun (CS2) asked what new chance could be brought to cooperate with the Engineering Society after affiliation.

Chung Man Ho (External Vice-chairperson) replied that the Association would cooperate with other affiliated societies more and find more opportunities for cooperation.

Tsui Tsz Chun (CS2) commented that the Engineering Society said it hoped the Association could

help it to promote the activities of the Engineering Society such as Presidents' Trophy so more members of the Engineering Society would join and cooperate with it more.

Liu Chi Kin (CS3) commented that more planning was needed as the Engineering Society would obstruct the Association to organise if there was a time clash between the activities of it and the Association.

Lo Sung Lai Sunny (CS2) asked if the Association had notified the Department about the affiliation.

Ng Che Kit (Chairperson) replied he had talked about that with the Department.

Liu Chi Kin (CS3) asked how the Association positioned itself as the Association was supported only by the Department before affiliation, but it would also be supported by the Engineering Society after affiliation and there would be double identities.

Ng Che Kit (Chairperson) replied that the Committee would still focus on the benefits of the Members, but it would also ask HKUSU for resources.

Leung Tsz King (CS3) asked if the Association would listen to the Members if most of them asked not to continue to affiliate to the Engineering Society or HKUSU.

Chung Man Ho (External Vice-chairperson) replied yes if most of the Members asked for and then the Association would apply disaffiliation to the Engineering Society.

Leung Tsz King (CS3) further asked how to collect the opinions of most of the Members.

Chung Man Ho (External Vice-chairperson) replied that it could be done by having a vote for that issue.

Leung Tsz King (CS3) said he did not understand and further asked what the necessary condition was to have this meeting.

Chung Man Ho (External Vice-chairperson) replied that when 15% of the Members' signatures were obtained, EGM would be carried out.

Leung Tsz King (CS3) commented that they all knew that there was no 15% of the Members' signatures in order to carry out this meeting, too few people had come to this meeting, no Bioinformatics and Information Systems students came and they did not feel any benefit after affiliation.

Chairperson said that the Association could consider disaffiliation only after finding out the problem but could not solve it.

Tan Kok Thy Joseph (CS1) asked whether he was a member of the Engineering Society after affiliation if he was not a member at that time.

Chung Man Ho (External Vice-chairperson) replied still no.

Liu Chi Kin (CS3) asked if he wanted to be a member of the Association only, but not of the Engineering Society, whether he could pay the admission fee only for the Association.

Ng Che Kit (Chairperson) replied that the admission fee of the Association was collected by the Engineering Society first in the next semester and the fee would be transferred to the Association after the Freshmen had declared their major, so the fee was returned to the Association finally.

Lo Sung Lai Sunny (CS2) asked if they could pay the fee directly to the Association but not through the Engineering Society.

Chung Man Ho (External Vice-chairperson) replied no as the Freshmen were Engineering students but not Computer Science students.

Li Chi Chung (CS2) asked how the Freshmen could join the activities of the Association if they were not the Members.

Cheung Wai Fung replied that the Freshmen could join the activities as the Members did as they were potential members of the Association.

Liu Chi Kin (CS3) asked if less money would be spent on the Members if some were used for the potential members.

Chung Man Ho (External Vice-chairperson) replied that this could not be avoided as the Association could not obtain new members and be run properly if the Committee did not serve the potential members.

Liu Chi Kin (CS3) commented that that could be very dangerous as most probably the Freshmen were the members of the Engineering Society but they could be the Members only if they had declared Computer Science as the major.

Li Chi Chung (CS2) commented that although it was negotiated for a long time, it still needed to be discussed more and thought about more thoroughly. For example, affiliation might not be beneficial to the Association as the money was controlled by the Engineering Society and it might not have enough money to allocate to the Association and he was concerned to see the Committee had concern.

So Man Ho (CS3) was concerned about the situation that the Freshmen did not pay the fee to the Engineering Society and the Engineering Society could not follow up and then the Association received less money it supposed have.

Chairperson announced that except drinking water, drinking and eating were not allowed in that room as the Department did not want dirtiness.

Liu Chi Kin (CS3) asked if there was any difference between the Members from Bioinformatics

and Information Systems after and before affiliation.

Ng Che Kit (Chairperson) replied no, they were still the Members.

Liu Chi Kin (CS3) asked how the routine of the Association would change after affiliation.

Ng Che Kit (Chairperson) replied that the Association could not hold a campaign for more than 12 hours and motion of extending it for 1 hour needed to be proposed when the campaign was longer than 6 hours, although HKUSU said it would not prosecute the Association if the Association carried out a campaign too long.

Leung Tsz King (CS3) asked if the Engineering Society and HKUSU had ever asked the Association to organise public activities.

Ng Che Kit (Chairperson) replied that there was no such regulation, but if the Committee had violated the regulations of the Engineering Society or HKUSU, it would be punished. He added that the Committee would organise public activities for the Members.

Leung Tsz King (CS3) asked if the resources of the Association would be used if the Engineering Society or HKUSU would like to organise some classes for web design.

Chung Man Ho (External Vice-chairperson) replied that it depended on the benefits of the Members, it would be done if it could help to promote the Association.

Leung Tsz King (CS3) commented that the Committee should consider the benefits of the Members and consult them if it needed to after affiliation.

Liu Chi Kin (CS3) asked how the Committee helped the Members to strive for benefits in Engineering Council, HKUSU.

Chung Man Ho (External Vice-chairperson) replied that it needed to be discussed with other societies.

Liu Chi Kin (CS3) asked how the Association would cooperate with and strengthen the communication with the Engineering Society.

Chung Man Ho (External Vice-chairperson) replied that the Committee would help if the Engineering Society organised some large activities.

Liu Chi Kin (CS3) commented that he hoped the Committee could cooperate with the Engineering Society by this motivation.

Chairperson granted speaking rights to the 2 representatives of the Engineering Society who had just arrived.

Liu Chi Kin (CS3) asked if the Associate Members pay fee through the Engineering Society or to the Association directly after affiliation.

Chung Man Ho (External Vice-chairperson) replied they would pay to the Association directly just like before affiliation.

Liu Chi Kin (CS3) asked if the benefits of members from Bioinfo, CS, IS and ISCS were the same after affiliation.

Ng Che Kit (Chairperson) replied yes if they were the Members.

Lin Lung Fat (Internal vice-chairman, the Engineering Society) asked what the benefits of affiliation were.

Chung Man Ho (External Vice-chairperson) replied that the Association could become part of the structure of HKUSU and obtain resources from the Engineering Society to serve the Members.

Lin Lung Fat (Internal vice-chairman, the Engineering Society) commented that the Association could book venues from HKUSU, Chow Yuet Ming Amenities Centre and Fong Shu Chuen Amenities Centre and could communicate with other societies more closely after affiliation.

Leung Tsz King (CS3) asked where Lau Kim Yuk (Financial Secretary) was.

Chairperson replied that she was absent until 23:00 on that day for private reasons.

Rass Nina Sy (External vice-chairman, the Engineering Society) asked which regulations of HKUSU needed to be followed after affiliation.

Chung Man Ho (External Vice-chairperson) replied that the orientation regulations needed to be followed in the orientation period.

Rass Nina Sy (External vice-chairman, the Engineering Society) commented that Chung Man Ho (External Vice-chairperson) might be too focused on the orientation regulations. HKUSU would distribute regulations listing out the procedures of booking venues to the Association after affiliation. The orientation regulations would be released on May or June and the Engineering Society would also release internal regulations to the societies under it at that time.

Lin Lung Fat (Internal vice-chairman, the Engineering Society) commented that the Association should follow the regulations of HKUSU such as not to miss the words“ENS, H.K.U.S.U.” in the name of the Association after affiliation.

At 20:47, Chairperson received Motion 03.

“To adopt the decision of affiliating to Engineering Society, H.K.U.S.U.”

Proposed by, Lo Sung Lai Sunny (CS2)

Seconded by, So Man Ho (CS2)

Discussion:

Liu Chi Kin (CS3) asked if the decision needed to be passed by voting.

Chairperson replied yes if there was objection.

At 20:53, Chairperson announced that the meeting was adjourned as the number of members present at that time was 28 which were less than 29, the quorum, and the meeting would be resumed at 20:58.

At 20:58, Chairperson announced that the meeting was adjourned as the number of members present was still less than required, and the meeting would be resumed at 21:09.

At 21:09, Chairperson announced that the meeting was resumed as the number of members present was 30 which were more than the quorum required, and the voting was started at that time.

Resolution: A total of 31 members casted their votes, among whom  
23 votes for adopting the decision of affiliating to Engineering Society,  
4 votes against it, and  
4 votes abstained,  
Motion Carried.

At 21:30, Chairperson announced that the Association decided to affiliate to the Engineering Society.

## 5. To discuss and adopt the amended constitution

### Discussion:

Liu Chi Kin (CS3) asked when the amended constitution would come into force after adopted.

Chung Man Ho (External Vice-chairperson) replied that it would come into force after affiliation.

Liu Chi Kin (CS3) asked which year, month and day the Association would affiliate.

Chung Man Ho (External Vice-chairperson) replied that 3rd April, 2008 if the application form was approved before 00:00 that day.

Liu Chi Kin (CS3) further asked if the date of amendment was the date of affiliation or that of the end of the meeting.

Chung Man Ho (External Vice-chairperson) replied that it was the date of the end of the meeting.

Lin Lung Fat (Internal vice-chairman, the Engineering Society) commented that he was very happy to see the Committee decided to affiliate and the facilities of the Engineering Society could be borrowed before July.

Li Chi Chung (CS2) asked if the document about the amendments of the Constitution was consulted by other people before the meeting.

Chung Man Ho (External Vice-chairperson) replied that the drafted constitution had been sent through mass email but that draft was not the amendments.

Li Chi Chung (CS2) doubted if the amended constitution was worth supporting as only the people present in the meeting knew the amendments.

Ng Che Kit (Chairperson) replied that there was a link to the amendments in the mass email.

Li Chi Chung (CS2) further asked where he could find the amendments after accessing the website.

Chung Man Ho (External Vice-chairperson) replied that he could find them at the news section of the website.

Li Chi Chung (CS2) commented that he knew about the meeting through the mass email only and he could not see the notice of amending constitution in it, as well as on the association board and department board. He said that amending constitution was very important but only the website had the announcement of amendments which is not put at the top of the news, and that announcement did not talk about the meeting either as if it was not important, leading too few people coming. He suggested that was the responsibility of the Committee as they did not publish that news properly.

Lo Sung Lai Sunny (CS2) also suspected that the Committee did not publish the news well as they supposed the past Executive Committee would come. He commented that he saw the agenda of the meeting only in the mass email and it had no date, time and venue, which appeared only in the agenda posted on that day. He advised the Committee that more resources could be used for publication as amending constitution was important.

Liu Chi Kin (CS3) commented that the Committee did not follow 4.3.3 of the Constitution, the Associate Members did not receive the mass email and there was no amended constitution on the website.

Lo Sung Lai Sunny (CS2) asked what changes the Association should make after affiliation.

Chung Man Ho (External Vice-chairperson) replied that changes should be made on the name of the Association, society products, posters, website, society chop and membership card.

Liu Chi Kin (CS3) asked when to change them.

Chung Man Ho (External Vice-chairperson) replied that the deadline had not been discussed yet but the changes would be made as soon as possible.

Liu Chi Kin (CS3) further specifically asked the General Secretary what changes would be made

by the General Secretary after affiliation.

Cheung Wai Fung (External General Secretary) replied that the signature at the end of the email and the cards were to be changed.

Liu Chi Kin (CS3) commented that this could be done by the technical staff of the Department but not the General Secretary.

Li Chi Chung (CS2) commented that publishing the name of the Association should be very careful and tidy and the name published should be marked down.

Lo Sung Lai Sunny (CS2) asked how to handle the changing of the name of the Association in the newsletters and poster after affiliation.

Chung Man Ho (External Vice-chairperson) replied that a list of preparations for changing the name had been made, the new society chop had been ordered, the name of 3-on-3 Basketball Competition would be changed, other societies would be notified, but the newsletter would be discussed later.

a) To adopt the change of the header of the constitution of CSA, HKU

Original:

THE CONSTITUTION OF COMPUTER SCIENCE ASSOCIATION, THE UNIVERSITY OF HONG KONG

Amended:

THE CONSTITUTION OF COMPUTER SCIENCE ASSOCIATION, ENGINEERING SOCIETY, H.K.U.S.U.

At 21:50, Chairperson received Motion 04.

“To adopt the change of the header of the constitution of CSA, HKU”

Proposed by, Lo Sung Lai Sunny (CS2)

Seconded by, So Man Ho (CS2)

Discussion:

So Man Ho (CS2) commented that it was good to see new things.

Resolution: No Discussion/Objection, Motion Carried.

At 21:52, Chairperson announced that the position of Chairperson was transferred to Ng Che Kit (Chairperson).

Discussion:

Liu Chi Kin (CS3) asked how to notify external organisations the name of the Association had been changed.

Chung Man Ho (External Vice-chairperson) replied that all contact methods such as by phone

and email would be used to notify them.

Liu Chi Kin (CS3) commented that as external organisations would not know the name of the Association was changed, many letters should be written to notify them and prevent they from misunderstanding it was a new organisation.

Lo Sung Lai Sunny (CS2) commented that internal affairs should also be taken care of such as reminding HKUSU Computer Science Society did not exist.

Liu Chi Kin (CS3) commented that the name should also be changed in the bank account and society chop.

b) To adopt the change of 1.1.1 of the constitution of CSA, HKU

Original:

1.1.1 The name of the Association shall be “Computer Science Association, The University of Hong Kong”, in short “CSA, HKU”, or in Chinese 香港大學計算機科學會 (hereinafter referred as “the Association”).

Amended:

1.1.1 The name of the Association shall be “Computer Science Association, Engineering Society, H.K.U.S.U.”, in short “CSA, ENS, H.K.U.S.U.”, or in Chinese 香港大學學生會工程學會計算機科學學會 (hereinafter referred as the Association).

At 21:57, Chairperson received Motion 05.

“To adopt the change of 1.1.1 of the constitution of CSA, HKU”

Proposed by, Lo Sung Lai Sunny (CS2)

Seconded by, So Man Ho (CS2)

Resolution: No Discussion/Objection, Motion Carried.

c) To adopt the addition of 1.4 of the constitution of CSA, HKU

Discussion:

Liu Chi Kin (CS3) asked why that part of the Constitution was added.

Chung Man Ho (External Vice-chairperson) replied that that part could clarify the affiliation, although it was not a must to be added.

So Man Ho (CS2) asked if that part would still be added if the affiliation was partial only.

Chung Man Ho (External Vice-chairperson) replied that the Association could partially affiliate after the meeting and it could fully affiliate after 2 years.

At 22:03, Chairperson received Motion 06.

“To adopt the change of 1.4 of the constitution of CSA, HKU”

Amended:

#### 1.4 Affiliation

##### 1.4.1 The Association shall be affiliated to Engineering Society, H.K.U.S.U.

Proposed by, Lo Sung Lai Sunny (CS2)

Seconded by, So Man Ho (CS2)

Resolution: No Discussion/Objection, Motion Carried.

#### d) To adopt the change of 2.1.1.1 of the constitution of CSA, HKU

Original:

2.1.1.1 All undergraduates of the curricula of Bachelor of Business Administration (Information Systems)/Bachelor of Engineering (Computer Science), Bachelor of Business Administration (Information Systems)/Bachelor of Engineering (Software Engineering), Bachelor of Engineering in Computer Science, Bachelor of Engineering in Software Engineering, Bachelor of Science in Bioinformatics, and Bachelor of Science in Computer Science and Information Systems shall be Full Members of the Association upon registration and on payment of the prescribed fee.

Amended:

2.1.1.1 All undergraduates of the curricula of Bachelor of Business Administration (Information Systems)/Bachelor of Engineering (Computer Science), Bachelor of Business Administration (Information Systems)/Bachelor of Engineering (Software Engineering), Bachelor of Engineering in Computer Science, Bachelor of Engineering in Software Engineering, Bachelor of Science in Bioinformatics, and Bachelor of Science in Computer Science and Information Systems shall be Full Members of the Association and shall pay the prescribed fee.

Discussion:

Liu Chi Kin (CS3) asked if the Committee could describe what change would be made.

Chung Man Ho (External Vice-chairperson) described what change would be made.

Liu Chi Kin (CS3) asked if the Bioinformatics and Information Systems students did not need to register to be the Members.

Chung Man Ho (External Vice-chairperson) replied that although it was not mentioned in the amended constitution, the Committee would help them to register if they were willing to.

Liu Chi Kin (CS3) further asked why the part of registration in the amended constitution was deleted as the Bioinformatics and Information Systems students needed to pay fee in order to be the Members and if the amended constitution did not mention it, it would imply that they did not need to register.

Chung Man Ho (External Vice-chairperson) replied that they should register, otherwise the Committee would not collect their fee.

Liu Chi Kin (CS3) further asked why it was deleted as any organisation required registration in order to let its members join.

Chung Man Ho (External Vice-chairperson) replied that as there would be Common Admission Scheme in the next semester and all Eng1 students would be the members of the Engineering Society, they did not need to register 1 more time as the Engineering Society would transfer their information to the Association.

Liu Chi Kin (CS3) asked what information would be transferred and was afraid that some would be missing.

Chung Man Ho (External Vice-chairperson) replied that he did not know as it was not yet discussed.

Liu Chi Kin (CS3) commented that it was confusing that the amended constitution did not mention that the Bioinformatics and Information Systems students needed to register but pay fee and it would also confuse the next cabinet, so the next cabinet should be told that they should register.

Liu Chi Kin (CS3) asked if \$10 of registration fee would be given to the Engineering Society also as the fee is equal to the sum of registration fee and subscription fee.

Chung Man Ho (External Vice-chairperson) replied yes after \$105 of subscription fee was changed to \$110.

Yim Lok Hin (Internal Vice-chairperson) said he corrected Chung Man Ho (External Vice-chairperson)'s answer and claimed that the registration fee was changed to \$5 and subscription fee was changed to \$110.

Yim Lok Hin (Internal Vice-chairperson) withdrew his previous speech after a few second.

Lo Sung Lai Sunny (CS2) commented that he did not know why Yim Lok Hin (Internal Vice-chairperson) could say something wrong and doubted if the Committee had comprehended consistently.

Liu Chi Kin (CS3) asked if for every member, a total of \$120 would be transferred from the Engineering Society to the Association after the freshman declared Computer Science as their major.

Chung Man Ho (External Vice-chairperson) replied yes.

Liu Chi Kin (CS3) commented that the Committee should be clear what type of fee the Association could collect from the Engineering Society after affiliation.

At 22:15, Chairperson received Motion 07.

"To adopt the change of 2.1.1.1 of the constitution of CSA, HKU"

Proposed by, Lo Sung Lai Sunny (CS2)

Seconded by, So Man Ho (CS2)

Resolution: No Discussion/Objection, Motion Carried.

- e) To adopt the change of 4.1.4 of the constitution of CSA, HKU

Original:

4.1.4 If after half an hour of the time scheduled for the commencement of the Meeting, a quorum is not formed, the Meeting shall be adjourned to the same weekday in the following week, at which if a quorum is still not formed, all Full Members there at present shall form a quorum.

Amended:

4.1.4 If after half an hour of the time scheduled for the commencement of the Meeting, a quorum is not formed, the Meeting shall be adjourned to the same weekday in the following week, at which if a quorum is still not formed, all Full Members present shall form a quorum.

Discussion:

Leung Tsz King (CS3) asked what the difference in meaning was after that part was amended.

Chung Man Ho (External Vice-chairperson) replied that there was no difference, but Constitution Review Committee, HKUSUC decided to amend it.

Liu Chi Kin (CS3) asked why the names of Publication & Publicity Secretary were not united in the Constitution.

Chung Man Ho (External Vice-chairperson) replied that Constitution Review Committee, HKUSUC did not find that mistake.

Ng Tsz Ching (Publication & Publicity Secretary) said he had found that.

Chung Man Ho (External Vice-chairperson) replied that he would consider it and it would be changed if possible.

Li Chi Chung (CS2) commented that the past Executive Committee did not change it as they thought the meaning was the same, but the present Executive Committee could consider uniting it.

Liu Chi Kin (CS3) commented that it was strange 4.1.4 of the Constitution was amended but the names of Publication & Publicity Secretary were not, but both were not related to affiliation.

At 22:15, Chairperson received Motion 08.

“To adopt the change of 4.1.4 of the constitution of CSA, HKU”

Proposed by, Lo Sung Lai Sunny (CS2)

Seconded by, So Man Ho (CS2)

Resolution: No Discussion/Objection, Motion Carried.

- f) To adopt the change of 4.1.6 of the constitution of CSA, HKU

Original:

4.1.6 The Chairperson shall invite one member of the Engineering Society Council not being a member of the committee as the Returning Officer for every General Meeting.

Amended:

4.1.6 The councillor appointed by the Engineering Council Chairman shall be invited as the returning officer in the General Meeting. The returning officer shall have right to speak on the proceeding of the Meeting only.

Discussion:

Liu Chi Kin (CS3) asked why it needed to be changed.

Chung Man Ho (External Vice-chairperson) replied why it needed to be changed.

Liu Chi Kin (CS3) asked what the difference is between “the General Meeting” and “the Meeting” was in that part of the Constitution.

Chung Man Ho (External Vice-chairperson) replied that there was no difference.

Liu Chi Kin (CS3) further asked whether changes should be made, as “the Meeting” meant all meetings in general and was inconsistent.

Chung Man Ho (External Vice-chairperson) replied yes if that grammar problem affected the routine work of the Association.

Chairperson added that as mentioned before, “the Meeting” meant “the General Meeting”.

Liu Chi Kin (CS3) commented that the English of the Committee was too good to be challenged, but the law article should be clear.

Li Chi Chung (CS2) commented that someone studying Law should be asked as he was afraid that the next cabinet would have trouble and so the Committee should elaborate it to the next cabinet.

Liu Chi Kin (CS3) asked whether there would be no meeting if the Engineering Council Chairman did not appoint a councillor, and when to appoint one.

Chung Man Ho (External Vice-chairperson) replied yes and the Chairman should be informed 1 month before the meeting and then ask the councillor if he was willing to be the returning officer, and if yes, then it was okay.

Liu Chi Kin (CS3) further asked whether the Chairman was informed in the council meeting or



privately.

Chung Man Ho (External Vice-chairperson) replied that only informing by email was required.

Leung Tsz King (CS3) asked which part of the Constitution states that the Chairman should be informed 1 month before the meeting.

Chung Man Ho (External Vice-chairperson) replied that it was not stated in the constitution but he had agreed on a common view with the Engineering Society.

Liu Chi Kin (CS3) asked why the returning officer could have the right to speak.

Chung Man Ho (External Vice-chairperson) replied that the returning officer could call out the names voted only.

Liu Chi Kin (CS3) commented that it was confusing to say that the returning officer had the right to speak, and the returning officer could speak under permission in the meeting.

Tan Kok Thye Joseph (CS1) asked if it implied the members of the committee could be the returning officer as the words “not being a member of the committee” were deleted.

Chung Man Ho (External Vice-chairperson) replied no according to 12.2.3 of the by-laws of HKUSU.

Liu Chi Kin (CS3) asked if a Computer Science student not a member of the Association could be the returning officer.

Chung Man Ho (External Vice-chairperson) replied yes.

Tan Kok Thye Joseph (CS1) asked how to unregister.

Chairperson said he thought that question was not a relevant question and not related to the meeting, so he suggested Tan Kok Thye Joseph (CS1) ask it after the meeting.

At 22:36, Chairperson received Motion 09.

“To adopt the change of 4.1.6 of the constitution of CSA, HKU”

Proposed by, Lo Sung Lai Sunny (CS2)

Seconded by, So Man Ho (CS2)

Resolution: No Discussion/Objection, Motion Carried.

g) To adopt the change of 4.2.3 of the constitution of CSA, HKU

Original:

4.2.3 The AGM shall be held on or before the fourteenth clear day of the second semester of each academic year.

Amended:

4.2.3 The AGM shall be held on or before the forty-second clear day of the second semester of each academic year.

Discussion:

Liu Chi Kin (CS3) asked how to define the words “clear day”.

Chung Man Ho (External Vice-chairperson) replied that he was not sure about that.

Liu Chi Kin (CS3) commented that he was disappointed that the Committee did not know the definition of the words “clear day”, argument might appear when signing contracts, and the regulation could be violated easily if the Committee did not know how many clear days it was before sending mass emails.

Leung Tsz King (CS3) asked why the number of clear days was changed to 42.

Chung Man Ho (External Vice-chairperson) replied that as there would be Common Admission Scheme and the Freshmen could declare major in the second semester only, more time was needed for the Committee to find the next cabinet, so it was changed to 42 after discussion.

Leung Tsz King (CS3) asked if all societies affiliating to the Engineering Society discussed to change it to 42.

Chung Man Ho (External Vice-chairperson) replied yes.

At 22:43, Chairperson received Motion 10.

“To adopt the change of 4.2.3 of the constitution of CSA, HKU”

Proposed by, Lo Sung Lai Sunny (CS2)

Seconded by, So Man Ho (CS2)

Resolution: No Discussion/Objection, Motion Carried.

h) To adopt the deletion of 5.3 of the constitution of CSA, HKU

Original:

5.3 The Chairperson shall invite one member of the Engineering Society council not being a member of the Committee as the Returning Officer for every election and by-election.

Discussion:

Liu Chi Kin (CS3) asked why it was to be deleted.

Chung Man Ho (External Vice-chairperson) replied that as it conflicted with 4.1.2 of the Constitution.

Liu Chi Kin (CS3) asked if the Chairperson was no longer responsible for it.

Chung Man Ho (External Vice-chairperson) replied no as it was mentioned in SECTION 1 : GENERAL of the Constitution.

Liu Chi Kin (CS3) further asked which rule in SECTION 1 : GENERAL of the Constitution mentioned it.

Chairperson replied that it was mentioned in 4.1.6 of the Constitution and the General Meeting included the By-election General Meeting according to the by-laws of HKUSU.

Li Chi Chung (CS2) commented that he agreed that the redundant rule should be deleted, but the Committee should be clear which rule was redundant and notify the next cabinet.

Liu Chi Kin (CS3) commented that after affiliation, if something was not mentioned in the Constitution, it would be based on the constitution of the Engineering Society and if it was mentioned in both constitutions, it would still be based on the Constitution.

Mak Hiu Ying (CS2) asked how to solve the numbering problem in the Constitution after deletion and if 5.4 was changed to 5.3.

Chung Man Ho (External Vice-chairperson) admitted that it was a mistake and numbering should be changed from 5.4 to 5.3, 5.5 to 5.4 and 5.4.1 to 5.3.1.

Li Chi Chung (CS2) commented that the numbering could not be changed as it was fixed to the rule, but it could be marked as “deleted” and that should be discussed with the Engineering Society and HKUSU, and the amended date could be stated for each rule.

At 22:5, Chairperson announced that the position of Chairperson was transferred to Wong Yuet Yi (Marketing Secretary).

At 23:02, Chairperson received Motion 11.

“To adopt the deletion of 5.3 of the constitution of CSA, HKU”

Proposed by, Fung Shiu Hang (CS2)  
Seconded by, Tan Kok Thye Joseph (CS1)

Resolution: No Discussion/Objection, Motion Carried.

i) To adopt the change of 6.2.3 of the constitution of CSA, HKU

Original:

6.2.3 The subscription fee for Full Members shall be paid in accordance with the following table:

| Status            | No. of Academic Years Covered | Amount     |
|-------------------|-------------------------------|------------|
| 1st Year Students | 3                             | HK\$105.00 |
| 2nd Year Students | 2                             | HK\$70.00  |
| 3rd Year Students | 1                             | HK\$35.00  |

|                   |   |           |
|-------------------|---|-----------|
| 4th Year Students | 1 | HK\$35.00 |
|-------------------|---|-----------|

Amended:

6.2.3 The subscription fee for Full Members shall be paid in accordance with the following table:

Undergraduates of the curricula of Bachelor of Business Administration (Information Systems)/Bachelor of Engineering (Computer Science), Bachelor of Business Administration (Information Systems)/Bachelor of Engineering (Software Engineering), Bachelor of Science in Bioinformatics, and Bachelor of Science in Computer Science and Information Systems:

| Status                   | No. of Academic Years Covered | Amount     |
|--------------------------|-------------------------------|------------|
| 1st Year Students        | 3                             | HK\$105.00 |
| 2nd Year Students        | 2                             | HK\$70.00  |
| 3rd Year Students        | 1                             | HK\$35.00  |
| Students beyond 3rd Year | 1                             | HK\$35.00  |

Undergraduates of Bachelor of Engineering in Software Engineering, Bachelor of Engineering in Computer Science:

| Status                   | No. of Academic Years Covered | Amount     |
|--------------------------|-------------------------------|------------|
| 1st Year Students        | 3                             | HK\$110.00 |
| 2nd Year Students        | 2                             | HK\$70.00  |
| 3rd Year Students        | 1                             | HK\$35.00  |
| Students beyond 3rd Year | 1                             | HK\$35.00  |

Discussion:

Leung Tsz King (CS3) asked why it should be changed.

Chung Man Ho (External Vice-chairperson) replied that it was fair to have a uniform fee for each society affiliating to the Engineering Society to prevent price war. He added that “Students beyond 3rd Year” included the 4th and 5th Year students.

Liu Chi Kin (CS3) asked if the unregistered students beyond 1st Year paid fee to the Engineering Society.

Chung Man Ho (External Vice-chairperson) replied no, they should find the Committee directly.

Liu Chi Kin (CS3) asked if 1st Year students paid to the Engineering Society and students beyond 1st year paid to the Financial Secretary directly. He thought it was confusing.

Chung Man Ho (External Vice-chairperson) admitted that it was confusing and promised it would be specified on the website.

Liu Chi Kin (CS3) commented that the Association could collect \$10 more as the registration fee could be collected by the Association and the Engineering Society.

Ng Che Kit (Chairperson) added that after he had asked the chairman of Engineering Council,

HKUSU, the numbering of the rules could be changed and motion would be proposed later.

At 23:17, Chairperson received Motion 12.

“To adopt the change of 6.2.3 of the constitution of CSA, HKU”

Proposed by, Lo Sung Lai Sunny (CS2)

Seconded by, So Man Ho (CS2)

Resolution: No Discussion/Objection, Motion Carried.

j) To adopt the deletion of 6.2.4 of the constitution of CSA, HKU

Original:

6.2.4 The membership fee is not refundable.

Discussion:

Liu Chi Kin (CS3) asked if he could be refunded after the meeting was passed.

Chung Man Ho (External Vice-chairperson) replied yes.

Leung Tsz King (CS3) asked how to refund.

Ng Che Kit (Chairperson) replied that the Committee would ask the member to fill in a form with signature and then stamp it with the society chop, and Year 2 students could be refunded fee of 1 Year, and for Year 1, 2 years.

Leung Tsz King (CS3) commented that Ng Che Kit (Chairperson) should remember it well and did not do it wrongly.

Liu Chi Kin (CS3) asked how to handle it when too many members wanted a refund and consequently the Association did not have enough money to organise activities.

Chung Man Ho (External Vice-chairperson) replied that they could still be refunded as it was regulated by HKUSU.

At 23:25, Chairperson received Motion 13.

“To adopt the deletion of 6.2.4 of the constitution of CSA, HKU”

Proposed by, Lo Sung Lai Sunny (CS2)

Seconded by, So Man Ho (CS2)

Resolution: No Discussion/Objection, Motion Carried.

At 23:26, Chairperson received Motion 14.

“To adopt the change of the numbering of 5.4, 5.5 and 5.6 of the constitution of CSA, HKU to 5.3, 5.4 and 5.5 respectively”

Proposed by, Lo Sung Lai Sunny (CS2)

Seconded by, So Man Ho (CS2)

Resolution: No Discussion/Objection, Motion Carried.

6. To adopt the amended constitution of CSA, HKU

At 23:26, Chairperson announced that the position of Chairperson was transferred to Yim Lok Hin (Internal Vice-chairperson).

At 23:45, Chairperson received Motion 15.

“To adopt the amended constitution of CSA, HKU”

Proposed by, Lo Sung Lai Sunny (CS2)

Seconded by, So Man Ho (CS2)

Resolution: A total of 31 voted were cast, in which 31 members cast their votes, among whom 25 votes for adopting the amended constitution of CSA, HKU, 3 votes against it, and 3 votes abstained, Motion Carried.

7. Adjournment

At 23:46, Chairperson received Motion 16.

“To adjourn the meeting”


Proposed by, Lo Sung Lai Sunny (CS2)

Seconded by, So Man Ho (CS2)

Resolution: No Discussion/Objection, Motion Carried.

At 23:47, Chairperson announced that the meeting was concluded.

Prepared by,

  
Ng Ho Lam, Colin  
Internal General Secretary  
Computer Science Association,  
Engineering Society,  
H.K.U.S.U.  
Session 2008 – 2009

Approved by,

  
Ng Che Kit, Keni  
Chairperson  
Computer Science Association,  
Engineering Society,  
H.K.U.S.U.  
Session 2008 – 2009

## 7. Nomination List of the proposed cabinet of CSA, ENS, H.K.U.S.U., Session 2009 – 2010

CaSa 天倫

## The proposed cabinet of CSA, ENS, H.K.U.S.U. 2009– 2010

|                                   |                        |     |
|-----------------------------------|------------------------|-----|
| Chairperson                       | Chu Sai Yiu, Lawrence  | CS1 |
| Proposer                          | Ng Che Kit, Keni       | CS2 |
| Seconder                          | Wong Wai Kit, Ricky    | CS3 |
| Internal Vice-chairperson         | Mo Wing Fat, Mo        | CS1 |
| Proposer                          | Yim Lok Hin, Eason     | CS2 |
| Seconder                          | Mak Hiu Ying, Kelly    | CS3 |
| External Vice-chairperson         | Li Vai Kong, Edward    | CS1 |
| Proposer                          | Chung Man Ho, Mike     | CS2 |
| Seconder                          | Tsui Tsz Chun, Daniel  | CS3 |
| Internal General Secretary        | Cheng Hok Leung, Eric  | CS1 |
| Proposer                          | Ng Ho Lam, Colin       | CS2 |
| Seconder                          | Lo Sung Sai, Sunny     | CS3 |
| External General Secretary        | Lee Chun Kit, Eric     | CS1 |
| Proposer                          | Cheung Wai Fung, Rena  | CS2 |
| Seconder                          | So Man Ho, Ash         | CS3 |
| Financial Secretary               | Wan Ho Lun, John       | CS1 |
| Proposer                          | Lau Kim Yuk, Kimmy     | CS2 |
| Seconder                          | Chan Sze Hang, Vincent | CS3 |
| Publication & Publicity Secretary | Lee Kin Chung, Casper  | CS1 |
| Proposer                          | Ng Tsz Ching, Felix    | CS2 |
| Seconder                          | Li Chi Chung, Delta    | CS3 |
| Social Secretary                  | Ng Yan Kit, Tec        | CS1 |
| Proposer                          | Wan Kit Man, Lauretta  | CS2 |
| Seconder                          | Sit Tsz Yan, Angela    | CS3 |
| Welfare Secretary                 | Wong Wing Ying, Wing   | CS1 |
| Proposer                          | Lau Mei Ying, Tira     | CS2 |
| Seconder                          | Ng Wing Yin, Rachel    | CS3 |
| Information Secretary             | Wong Yee Tak, Ada      | CS1 |
| Proposer                          | Cheung Wai Lok, Jacky  | CS2 |
| Seconder                          | Wong Chi Shing, Steve  | CS3 |
| Marketing Secretary               | Cheung Man Pan, Zero   | CS1 |
| Proposer                          | Wong Yuet Yi, Kyna     | CS2 |

|                  |                        |     |
|------------------|------------------------|-----|
| Seconder         | Cheng Sum Yee, Chloe   | CS3 |
| Sports Secretary | Leung Kon Ming, Wilson | CS1 |
| Proposer         | Tsang Shun Lun, Jeff   | CS2 |
| Seconder         | Fung Shiu Hang, Noh    | CS3 |

## 8. Report of CSA, ENS, H.K.U.S.U., Session 2008 – 2009

## 8.1 General Report

## a) Office Bearers

The office bearers of the Executive Committee of CSA, ENS, H.K.U.S.U., Session 2008– 2009, were elected by the general polling. The office bearers were as follows:

|                                   |                       |
|-----------------------------------|-----------------------|
| Chairperson                       | Ng Che Kit, Keni      |
| Internal Vice-Chairperson         | Yim Lok Hin, Eason    |
| External Vice-Chairperson         | Chung Man Ho, Mike    |
| Internal General Secretary        | Ng Ho Lam, Colin      |
| External General Secretary        | Cheung Wai Fung, Rena |
| Financial Secretary               | Lau Kim Yuk, Kimmy    |
| Publication & Publicity Secretary | Ng Tsz Ching, Felix   |
| Social Secretary                  | Wan Kit Man, Lauretta |
| Welfare Secretary                 | Lau Mei Ying, Tira    |
| Information Secretary             | Cheung Wai Lok, Jacky |
| Marketing Secretary               | Wong Yuet Yi, Kyna    |
| Sports Secretary                  | Tsang Shun Lun, Jeff  |

## b) Session

The Executive Committee session commenced on 26th January, 2008, and will be terminated at the end of the Annual General Meeting, Session 2008– 2009.

## c) Members

CSA, ENS, H.K.U.S.U. now has 198 Full Members and 21 Associate Members. The number of Full Members in each class is as follows:

|          |    |
|----------|----|
| Bioinfo1 | 1  |
| Bioinfo2 | 1  |
| Bioinfo3 | 0  |
| CS1      | 61 |
| CS2      | 74 |
| CS3      | 61 |
| CS4      | 0  |
| CS5      | 0  |
| IS/CS1   | 0  |
| IS/CS2   | 0  |
| IS/CS3   | 0  |
| IS/CS4   | 0  |
| IS/SE4   | 0  |

## d) Meetings

During this session, there were 53 Executive Committee meetings and 1 Extraordinary General Meeting.

## e) Administration Policy

i) Office bearers have agreed that a regular meeting would be held on every Tuesday on school day. More meetings would be held if necessary.

ii) Each activity carried by the Committee would be responsible by 1 or 2 office bearer(s).

## f) Resource Granted

The Department has granted several resources to the Executive Committee including

- I the association board along the corridor on 3/F, Haking Wong Building,
  - I 1 curtain,
  - I 1 departmental account,
  - I 1 mailbox,
  - I 1 newsgroup,
  - I 1 society corner in Room 312, Haking Wong Building,
  - I 1 table,
  - I 2 cupboards,
  - I 2 shelves,
  - I 2 steel cabinets, and
  - I 12 chairs,
- HKUSU has granted 1 resource to the Executive Committee including
- I 1 mailbox

## g) Others

The name of association has been changed from “Computer Science Association, The University of Hong Kong” to “Computer Science Association, Engineering Society, H.K.U.S.U.” on 4th April, 2008 (Friday).

## 8.2 Annual Functional Report

## 8.2.1 Report on Valentine's Flower Sale

Person-in-charge:

Wong Yuet Yi, Kyna (Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2008– 2009)

Introduction:

To sell "Ferrero Rocher Flowers" to the Members so that they can enjoy the St. Valentine's Day.

Aim:

- I To let the Members enjoy the St. Valentine's Day
- I To enhance interaction among the Members
- I To maintain and foster friendship among the Members

Date:

14th February, 2008 (Thursday)

Time:

09:00 – 18:00

Venue:

Outside Room 312, 3/F Corridor, Haking Wong Building

Unit Price:

\$5 (Members)

\$8 (Non-members)

Number of Sales:

Members: 95

Non-members: 11

Number of Participation:

Members: 37

Non-members: 5

Evaluation:

Preparation

- I It is recommended to have more stock so that more people can buy it.
- I Some Executive Committee members made the flowers slowly.

Rundown

- I The response was good.
- I It is recommended to set a higher price as most of the buyers thought it quite cheap.

## 8.2.2 Report on Inauguration Ceremony

Person-in-charge:

Cheung Wai Fung, Rena (External General Secretary of CSA, ENS, H.K.U.S.U., Session 2008– 2009)

Introduction:

The Inauguration Ceremony is held for publicising the formation of the 14th Executive Committee of the Association to the target groups.

Aim:

- I To build up good relationships with target groups
- I To inform the public about the formation of the 14th Executive Committee of the Association

Date:

14th March, 2008 (Friday)

Time:

19:30 – 21:30 (Cocktail session will start at 19:30)

Venue:

MG07, Main Building, The University of Hong Kong

Number of Participants:

90

Guest:

- I Professor D.W.L. Cheung (Head of Department and Professor)
- I Dr. S.M. Yiu (Assistant Professor)
- I Dr. W.S. Ho (Instructor)
- I Mr. Jefferson Wat (Founding & Existing Vice-Chairman of Information & Software Industry Association, HK Computer Society Life Fellow, IEEE Member (for 32 years), HK Computer Emergency Response Team Advisory Committee Member, Student Finance Joint Committee ex-Member, Fellow of IT Accountants Association, ICT Industry Training Advisory Committee Member, Specialist of HK Council for Academic Accreditation)
- I Representatives of:
  - n Civil Engineering Society, Engineering Society, H.K.U.S.U.
  - n Computer Science Society, City University of Hong Kong Students' Union
  - n Computer Society, HKUSU
  - n Electrical and Electronic Engineering Society, Engineering Society, H.K.U.S.U.
  - n Engineering Society, H.K.U.S.U.
  - n Hong Kong Baptist University Computer Science Society
  - n Hong Kong University Students' Union
  - n Industrial Engineering Association, The University of Hong Kong
  - n Information Engineering Society, The Student Union of the Chinese University of Hong Kong
  - n Information Systems Association, Business and Economics Association, H.K.U.S.U.
  - n Mechanical Engineering Society, Engineering Society, H.K.U.S.U.
  - n Past Executive Committees of CSA, HKU Session 2002– 2003 (Fresh)

- Past Executive Committees of CSA, HKU Session 2003– 2004 (Flare)
- Past Executive Committees of CSA, HKU Session 2006– 2007 (Cypress)
- Past Executive Committees of CSA, HKU Session 2007– 2008 (Eager)

Helper:

|                       |     |
|-----------------------|-----|
| Chan Ka Chun Kelvin   | CS1 |
| Chan Wai Man          | CS1 |
| Chiang Sze Cheuk      | CS1 |
| Chow Ho King          | CS1 |
| Chung Wai Yin         | CS1 |
| Fung Kai Chiu         | CS1 |
| Kwok Wan Lai          | CS1 |
| Lau Chi Ho            | CS1 |
| Lee Wai               | CS1 |
| Leung Fu Tuen         | CS1 |
| Li Man Ho             | CS1 |
| Ngan Man Chun         | CS1 |
| Tan Kok Thye Joseph   | CS1 |
| Wat Chun Pang Gilbert | CS1 |
| Yeung Siu Wai         | CS1 |
| Lee Kin Hang          | CS2 |

Rundown:

|               |   |
|---------------|---|
| 19:30 – 19:55 | Cocktail  |
| 19:55 – 20:00 | Entry   |
| 20:00 – 20:05 | Welcoming Speech by Master of Ceremony  |
| 20:05 – 20:30 | Speech by Mr. Jefferson Wat, Founding & Existing Vice-Chairman of Information & Software Industry Association |
| 20:30 – 20:35 | Speech by Professor D. W. L. Cheung, Head of Department and Professor   |
| 20:35 – 20:40 | Speech by Chairperson of CSA, HKU, Session 2007-2008  |
| 20:40 – 20:45 | Handover Ceremony   |
| 20:45 – 20:50 | Speech by Chairperson of CSA, HKU, Session 2008-2009  |
| 20:50 – 21:00 | Introduction of Executive Committee of CSA, HKU, Session 2008-2009  |
| 21:00 – 21:10 | Souvenirs Presentation  |
| 21:10 – 21:15 | Acknowledgement   |
| 21:15 – 22:15 | Refreshment   |

Evaluation:Preparation

- It is recommended to have a good communication between the Committee members and the PIC and have more meetings before the function, so that everyone knows the progress of the function.
- It is recommended to prepare all materials as early as possible.
- It is recommended to have a rehearsal with helpers, so that they know their duties in the function.
- It is recommended the PIC should have the authority to make the last decision.
- It is recommended the Committee members should memorise the oath well before the activity.

Rundown

- It is recommended to helpers should be elected carefully.
- It is recommended to send more helpers in the reception.
- It is recommended to have a briefing session to the Committee members before the day of the function.
- The speech by one of the guest was more than 15 minutes, the function was overrun.
- It is recommended that the experience in rehearsal was very important. All the Committee members should remember it.
- It is recommended that materials should be put in a good way, so that things would be easily to find.
- That day was too windy and it was not expected, things were all moved inside.
- Although the venue was grand and good, it is recommended to hold the function in Rayson Huang Theatre, as it is grand and contains more seats.
- The quality of refreshment was good and food was delicious.
- The feedback of giving souvenirs to professors who sponsored us was good.

8.2.3 Report on Joint-Societies 3-on-3 Basketball Competition

Person-in-charge:

Tsang Shun Lun, Jeff (Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2008 - 2009)

Introduction:

Basketball is a very famous ball game among youngsters. It particularly emphasizes on cooperation and personal skills.

Aim:

- I To build up good external relationship
- I To provide a chance for the target group to relax from busy schoolwork
- I To provide an opportunity for participants to have physical exercise
- I To provide an opportunity for the target group who likes to play basketball to know each other
- I To strengthen the cooperation and team spirit among the target group

Participating society:

- I CSA, ENS, H.K.U.S.U.
- I Civil Engineering Society, ENS, H.K.U.S.U.
- I Electrical and Electronic Engineering Association, The University of Hong Kong
- I Statistics and Actuarial Science Society SS HKUSU

Date:

17th March, 2008 (Monday) – 20th April, 2008 (Sunday)

Time:

Heats 18:30 – 20:30

Final 15:00 – 18:00

Venue:

Pok Fu Lam Road Playground

Flora Ho Sports Centre

Number of Participating Teams:

- I 3 teams (male) from CSA, ENS, H.K.U.S.U.
- I 3 teams (male) and 2 teams (female) from Civil Engineering Society, ENS, H.K.U.S.U.
- I 3 teams (male) from Electrical and Electronic Engineering Association, The University of Hong Kong
- I 3 teams (male) from Statistics and Actuarial Science Society SS HKUSU
- I 1 team (female) jointly from CSA, ENS, H.K.U.S.U. and Statistics and Actuarial Science Society SS HKUSU

Result:

Male:

Champion HW232 (Civil Engineering Society, ENS, H.K.U.S.U.)

1st runner-up 阿華 (Civil Engineering Society, ENS, H.K.U.S.U.)

2nd runner-up Stat (Statistics and Actuarial Science Society SS HKUSU)

Female:

Champion CSASS (Jointly from CSA, ENS, H.K.U.S.U. and Statistics and Actuarial Science Society SS HKUSU)

1st runner-up 西瓜隊 (Civil Engineering Society, ENS, H.K.U.S.U.)

2nd runner-up Civil2 (Civil Engineering Society, ENS, H.K.U.S.U.)

3-point-shooter

Champion Carmen (Statistics and Actuarial Science Society SS HKUSU)

Rundown:

Heats

18:30 – 18:40 Verifying Participating Players and Introduction of rules

18:40 – 20:00 Basketball Matches

Final

15:00 – 15:10 Verifying Participating Players and Introduction of rules

15:10 – 15:40 Semi-Final (Male): 1st match (HW232 vs Stat)

15:40 – 16:10 Semi-Final (Male): 2nd match (EEEE vs 阿華)

16:10 – 16:40 3-point-shooting competition

16:40 – 17:20 Bronze Medal match (Male)

17:20 – 17:50 Final (Female)

17:50 – 18:20 Final (Male)

18:20 – 18:40 Prize giving and photo taking

Evaluation:

Preparation

- I The qualification and number of referee were not enough.
- I We should encourage more member to join as there were many participants from Electrical and Electronic Engineering Association, The University of Hong Kong. Civil Engineering Society, ENS, H.K.U.S.U. even has a society team.
- I The Committee members should try to help the PIC initiatively.
- I A draw should be made when deciding which society designed the poster.
- I Too late to release the schedule.
- I Too many people can't confirm the time.
- I There were problems in finding people to join.
- I Using mass email and poster only was not enough for publication, and the same problem exist in other participating society as well.
- I We should have more than one basketball available for each match.
- I The making of mark cards was too humble.
- I All information about the activity can obtain through Xanga.

Rundown

- I Half-court was expected to use for 5-on-5 and it was too harsh for 3-on-3.
- I The PIC can be more decisive.
- I There was no rule of penalty when a team was late to come for the match.
- I The Committee members should give support to the team representing the Association.



- I Participants did not know the rules well.
- I Not enough communication between the societies.
- I The people hid the mark cards from view.
- I The basketball field in Flora Ho Sports Centre has no 3-point-line.
- I We should remind people to bring water.
- I The whole activity was overrun.

#### 8.2.4 Report on Orientation Programme 2008

Person-in-charge:

Yim Lok Hin, Eason (Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2008 - 2009)

Introduction:

The Orientation Programme 2008 is an important function of the Association. The programme provides a platform for the Freshmen to know more about the University, the Department and the Association. It also gives them the opportunities to meet each other and current students in CS. The programme consists of 4 parts: Information Day, Orientation Day, Orientation Camp and Closing Ceremony.

Aim:

- I To help the Freshmen to adapt themselves to the university life
- I To help the Freshmen to know more about the university and the Department
- I To help the Freshmen to know other Freshmen and current students in the Department
- I To introduce the Association to the Freshmen

Date of Activities:

|                  |  |
|------------------|--|
| Information Day  | 1st August, 2008 (Friday) and 4th August, 2008 (Monday)    |
| Orientation Day  | 9th August, 2008 (Saturday)                                |
| Orientation Camp | 11th August, 2008 (Monday) – 13th August, 2008 (Wednesday) |
| Closing Ceremony | 19th September, 2008 (Friday)                              |

Evaluation:

- I Our standing point was to offer a home-like feeling to the Freshmen so we provide many to the Freshmen. But we found that it was too tough for us, we should let the Freshmen to participate more.
- I Though our role is to provide the funny part of Computer Science to the Freshmen, academic was still a matter that cannot be separated.
- I The instance of the Association should be considered carefully. The Common Admission of the Faculty of Engineering leads to a totally different situation comparing with the past in the Orientation Programme.

8.2.4.1 Report on Information Day

Person-in-charge:

Chung Man Ho, Mike (External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2008– 2009)

Introduction:

The Information Day is the official activity in which the Freshmen complete their registration with the University. It marks the beginning of every Freshman's university life. It is also an invaluable chance for us to communicate with the Freshmen and let them learn about the Association. The activity is also important for raising the interest and participation of the Freshmen in the rest of the Orientation Programme 2008, including the Orientation Day, Orientation Camp, and the Closing Ceremony.

Aim:

- I To welcome the Freshmen on joining the University
- I To give an introduction of CSA, ENS, H.K.U.S.U. to the Freshmen
- I To encourage the Freshmen to participate in the rest activities of the Orientation Programme 2008

Date and Time:

1st August, 2008 (Friday) 09:00 – 18:00

4th August, 2008 (Monday) 09:00 – 18:00

Venue:

LG109, Composite Building

Resource:

- I 1 projector was borrowed from the Department.
- I 2 electrical extension units were borrowed from the Technical Staff.

Detail:

- I A service counter was set up at the LG109, allocated by H.K.U.S.U.
- I The counter was designed to give a warm feeling to the Freshmen.
- I Photos of past activities were shown at the counter to attract Freshmen.
- I Souvenirs with introduction of CSA, ENS, H.K.U.S.U. and details of the rest activities of Orientation Programme 2008 were distributed to the Freshmen.
- I 3 Executive Committee members were sent to Engineering Society, H.K.U.S.U. as central helpers.
- I 1 Executive Committee member was sent to H.K.U.S.U. as central helpers.
- I 3 to 4 Executive Committee members, including the PIC and the Financial Secretary, were on duty during the event hours. Up to 5 Executive Committee members helped at the counter during peak hours.

Evaluation:

Preparation

- I Preparation of counter should begin as early as possible, so as to prevent rush on the day before the activity.
- I Preparation work for publications and all other materials should begin as early as possible, so as to prevent rush on the few days before the activity.
- I It was found beneficial for the Executive Committee to spend little money to save time for

preparation.

- I The PIC is advised to have a good strategy before the activity, so as to attract as more Freshmen as possible.

Rundown

- I It was found that academics information is more attractive to the Freshmen.
- I The Freshmen appreciated the warm environment created by the Executive Committee members at the counter.
- I LG104 can be a place to store the materials as it is owned by the Department and it is near LG109.
- I The Information Day booklet – “i-zone” was well designed and helpful to the Freshmen.
- I Under restrictions imposed by orientation regulation signed with Engineering Society, H.K.U.S.U., we were not allowed to contact the Freshmen in the curricula of Bioinformatics and Information Systems during Information Day.

8.2.4.2 Report on Orientation Day

Person-in-charge:

Ng Ho Lam, Colin (Internal General Secretary of CSA, ENS, H.K.U.S.U., Session 2008– 2009)

Introduction:

This is the first activity to let the Freshmen know each other as well as current students. They will also know more about the curricula provided by the Department, the Association, the campus of HKU and the upcoming function of Orientation Programme 2008, which includes the Orientation Camp and the Closing Ceremony, by dividing them into groups to finish the HKU campus orienteering and to play a series of mass games.

Aim:

- I To let the Freshmen know each other and current students more
- I To help the Freshmen to familiarize with the campus of HKU
- I To introduce and promote the upcoming activities of Orientation Programme 2008 to the Freshmen
- I To introduce and promote the Department and the Association

Date:

9th August, 2008 (Saturday)

Time:

13:00 – 19:00

Venue:

Theatre 8, Library Extension Building (for games)

The area outside Theatre 2 and Theatre 3, Library Extension Building (for refreshment)

Fee:

\$20 per head (for the Freshmen)

Number of Participants:

|                     |    |
|---------------------|----|
| Executive Committee | 12 |
| Freshmen            | 40 |
| Group Leaders       | 8  |
| Helpers             | 9  |
| Spies               | 3  |
| Total               | 72 |

Result:

|               |      |
|---------------|------|
| Champion      | 太平羊  |
| 1st runner-up | 青蛙王子 |
| 2nd runner-up | 狗拌機  |
| 3rd runner-up | 豹旋陀羅 |

Guest:

Dr. A.T.C. Tam (Student Advisor)

Dr. K.K.Y. Wong (Associate Head (Admissions and Student Affairs))

Group Leader:

|               |     |
|---------------|-----|
| Cheung Ka Ho  | CS1 |
| Kwok Wan Lai  | CS1 |
| Yu Choi Kuk   | CS1 |
| Cheng Sum Yee | CS2 |
| Li Chi Chung  | CS2 |
| Ng Wing Yin   | CS2 |
| Sit Tsz Yan   | CS2 |
| Sze Shun Yan  | CS2 |

Helper:

|                       |     |
|-----------------------|-----|
| Chan Ka Chun Kelvin   | CS1 |
| Chow Ho King          | CS1 |
| Kwok Ka Ho            | CS1 |
| Leung Fu Tuen         | CS1 |
| Shing Yi Ting         | CS1 |
| Ting Ka Cheuk         | CS1 |
| Wat Chun Pang Gilbert | CS1 |
| Lo Sung Lai Sunny     | CS2 |

Spy:

|               |     |
|---------------|-----|
| Chan Wai Man  | CS1 |
| Fung Kai Chiu | CS1 |
| Lau Chun Yin  | CS1 |

Rundown:

|               |  |
|---------------|--|
| 13:00 - 13:30 | Entry  |
| 13:30 - 13:35 | Welcome speech by the guests and the Master of Ceremony    |
| 13:35 - 13:40 | Introduction of the Executive Committee of the Association |
| 13:40 - 13:45 | Promotion of Orientation Camp                              |
| 13:45 - 14:30 | Ice-breaking games   |
| 14:30 - 15:30 | Mass games   |
| 15:30 - 17:30 | HKU campus orienteering                                    |
| 17:30 - 17:45 | Settle down  |
| 17:45 - 18:15 | Prize giving and photo taking                              |
| 18:15 - 19:00 | Refreshment  |

Evaluation:

Preparation

- I The marking scheme and sheet of the games and tasks should be discussed so they would be prepared well.
- I The venue should be booked earlier so there would be better choice.
- I More Executive Committee members should involve in organisation of the activity in order to reduce the PIC's workload.

- I More Executive Committee members should be allowed to involve in preparing booklets so they could be prepared earlier.
- I The pre-game and briefing session should be attended in order to have a better understanding to the whole rundown.
- I The CS' Area should be tidy up so the materials could be found easier.

#### Rundown

- I The guidelines of the activity distributed before the activity started should be read carefully in order to know the finalised details.
- I The PIC should be consulted first before making any decision.
- I There should be no interaction between spies to prevent the Freshmen suspected.
- I A larger venue should be booked in order to be more convenient when playing some games.
- I The procedures of HKU campus orienteering should be understood clearly in order to perform the tasks well.
- I More Executive Committee members should be included in each group so the HKU campus orienteering could be run more smoothly.

#### 8.2.4.3 Report on Orientation Camp

Person-in-charge:

Yim Lok Hin, Eason (Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2008– 2009)

Introduction:

Orientation Camp 2008 is an important programme of the Orientation Programme 2008 which lasts for 3 days. It includes some games which help the Freshmen to build up their friendship. Besides, it provides opportunities for the Freshmen to know more about the Department and the Association.

Aim:

- I To help the Freshmen to adapt themselves to the university life
- I To help the Freshmen to know more about the University and the Department
- I To help the Freshmen to know other Freshmen and current students
- I To promote a friendly image to the Freshmen

Date:

11th August, 2008 (Monday) – 13th August, 2008 (Wednesday)

Venue:

Tso Kung Tam Outdoor Recreation Centre

Theme of the Orientation Camp:

茶餐廳

Fee:

\$350 per head (for the Committee)

\$350 per head (for the Freshmen)

\$150 per head (for Group Leaders)

\$150 per head (for Helpers)

\$150 per head (for Spies)

Number of Participants:

|                     |    |
|---------------------|----|
| Freshmen            | 51 |
| Executive Committee | 13 |
| Group Leaders       | 8  |
| Helpers             | 8  |
| Spies               | 4  |
| Total               | 84 |

Group:

The name of groups were as follows:

- I 太陽蛋
- I 孖腸熱狗
- I 紙包蛋糕
- I 菠蘿油

## Group Leader:

|                       |     |
|-----------------------|-----|
| Kwok Ka Ho            | CS1 |
| Kwok Wan Lai          | CS1 |
| Shum Ka Yiu           | CS1 |
| Tang Man Hung         | CS1 |
| Wat Chun Pang Gilbert | CS1 |
| Chan Sze Hang         | CS2 |
| Lo Cho Ki             | CS2 |
| Sit Tsz Yan           | CS2 |

## Helper:

|                  |     |
|------------------|-----|
| Cheung Ka Ho     | CS1 |
| Cheung Tang Lung | CS1 |
| Leung Fu Tuen    | CS1 |
| Li Man Ho        | CS1 |
| Shing Yi Ting    | CS1 |
| Yu Choi Kuk      | CS1 |
| Li Chi Chung     | CS2 |

## Spy:

|               |     |
|---------------|-----|
| Chan Wai Man  | CS1 |
| Fung Kai Chiu | CS1 |
| Lau Chun Yin  | CS1 |
| Liu Sai Hung  | CS1 |

## Rundown:

Day 1: 11th August, 2008 (Monday)

|               |   |
|---------------|---|
| 08:30 – 09:00 | Gathering   |
| 09:00 – 09:15 | Introduction of the Orientation Camp                            |
| 09:15 – 09:20 | Speech by Head of Department                                    |
| 09:20 – 09:25 | Speech by Chairperson   |
| 09:25 – 09:55 | Ice Breaking Game   |
| 09:55 – 17:00 | Hong Kong Orienteering  |
| 17:00 – 17:30 | Briefing Session and Distribution of Sponsored Products         |
| 17:30 – 18:00 | Break for the Freshmen  |
| 18:00 – 19:00 | Dinner  |
| 19:00 – 20:00 | Mini Games  |
| 20:00 – 21:00 | Executive Members demonstrates cheers and Group cheers creating |
| 21:00 – 00:00 | Room Rushing  |

Day 2: 12th August, 2008 (Tuesday)

|               |                        |
|---------------|------------------------|
| 07:00 – 07:45 | Morning Call           |
| 07:45 – 08:00 | Exercise               |
| 08:00 – 09:00 | Breakfast              |
| 09:00 – 12:00 | Detective Game         |
| 12:00 – 13:00 | Lunch                  |
| 13:00 – 14:00 | Group Cheer Practicing |

|               |  |
|---------------|--|
| 14:00 – 14:30 | Get ready for going to Turtle Cove Beach |
| 14:30 – 15:30 | Travelling to Turtle Cove Beach          |
| 15:30 – 16:00 | Gathering                                |
| 16:00 – 18:00 | Water Game                               |
| 18:00 – 19:00 | Dinner                                   |
| 19:00 – 21:00 | Camp Fire                                |
| 21:00 – 22:00 | Revelation of Spy                        |
| 22:00 – 23:00 | Travelling back to Camp Site             |

Day 3: 13th August, 2008 (Wednesday)

|               |                          |
|---------------|--------------------------|
| 07:00 – 07:45 | Morning Call             |
| 07:45 – 08:00 | Exercise                 |
| 08:00 – 09:00 | Breakfast                |
| 09:00 – 10:30 | Cheer Competition        |
| 10:30 – 11:00 | Voting                   |
| 11:00 – 11:10 | 八寶粥                      |
| 11:10 – 12:00 | Sharing Session          |
| 12:00 – 12:30 | Photo Taking             |
| 12:30 – 13:00 | Packing & Returning Keys |
| 13:00         | Leave the Camp Site      |

## Evaluation:

Preparation

- I Discontinuously finding students to fill in credit card application forms led to heavy work load.
- I Capability of each Executive Committee members should be considered during the assignment of tasks.
- I Much effort had been paid in finding sponsorship products by contacting companies outside, but some might not be allowed due to the regulations of HKUSU.
- I Playing the detective game once before the Orientation Camp is recommended. As it would greatly improve the game logic and also the flow of the game.
- I Pre-Camp was not well organised.
- I The camp site was great.
- I Communication with the camp site was not good as the camp site mixed up the responsible person of the O-Camp. The camp site also required our certification of being a student suddenly. It was ridiculous.
- I Asking the Freshmen for emergency contact person method is recommended. In case there is any accident happened, the emergency contact person of the freshman would be noticed in a short period of time.

Day 1

- I Ice-breaking was quite good, but the game was too short.
- I HKO is well-organised. In HKO, marks of each place should be provided.
- I There was a small accident during HKO. A freshman was hurt during the HKO and he was sent to the hospital afterwards. It is recommended that executive members should be confident in dealing with these kinds of problems.
- I Moving the Freshmen's belongings to camp site was a tough work to do. It is recommended that more strong males should be assigned. Also, the time need for this task was under-estimated.

- I The challenge section during dinner was too loud.
- I Mini game was a bit in a mess.
- I The demonstration of cheers was good. The Freshmen were greatly impressed.
- I Room rushing was good.

### Day 2

- I Morning drill was not well prepared.
- I Contacting each other through SMS was found not effective as the signal was not well received in the camp site.
- I The detective game was generally good. To improve, it is recommended that a label for identifying the place could be provided.
- I Treasure water during the water game.
- I Transfer of materials during the travel to Turtle Cove Beach was not well organised. The long stairs made the transfer of materials become very difficult. Asking for the Freshmen to help was one of the possible solutions.
- I The site for having water game and also BBQ was found suitable.
- I BBQ section was generally good. But the Freshmen were not willing to tidy up all the things, this led to additional work to the helpers.
- I Camp fire section was very good. It is not recommended to introduce the past executive committee members as the Freshmen may find it boring.
- I Revelation of Spy was not that good. The rule “Being serious but not rude” should be implemented carefully. Otherwise it would lead to negative effect to the Freshmen.
- I Transfer of water was a tough work to do. So it is recommended that the maximum round of pouring water is 3 times.
- I Extra care should be given to freshman who was afraid of cold, weak or under some other special conditions.

### Day 3

- I Cheer competition was found great. The Freshmen were actively participated in this section.

### General

- I A balance between forcing them to play and letting them chat with each others should be under consideration.

### 8.2.4.4 Report on Closing Ceremony

Person-in-charge:

Ng Che Kit, Keni (Chairperson of CSA, ENS, H.K.U.S.U., Session 2008– 2009)

Introduction:

Closing Ceremony will serve as a celebration for the ending of the Orientation Programme 2008.

Participants and helpers will have an opportunity to gather again and refresh their joyful memories in the Orientation Programme 2008.

Aim:

- I To attract more people to choose CS as major
- I To promote the recruitment of Cyber Spot 2008 Organising Committee
- I To strengthen friendship among the Freshmen and the helpers of the Orientation Programme 2008

Date:

19th September, 2008 (Friday)

Time:

19:00 – 20:00

Venue:

Theatre 4, Meng Wah Complex

Number of Participants:

58

Rundown:

|               |   |
|---------------|---|
| 19:00 – 19:10 | Orientation Day review  |
| 19:10 – 19:20 | Orientation Camp review   |
| 19:20 – 19:30 | 最吸引 freshman prize presentation                                       |
| 19:30 – 19:40 | 最搏盡 freshman prize presentation                                       |
| 19:40 – 19:50 | 最搏盡 spy prize presentation  |
| 19:50 – 20:00 | O Camp review (Part II) and overall group champion prize presentation |

Overall Group Champion:

孖腸熱狗

Evaluation:

### Preparation

- I Preparation time of DVD should be longer.
- I We should visit the venue before preparation in order to have a decoration plan.

### Rundown

- I We should expect any kind of error to happen and prepare our mind to deal with it.
- I Be careful with lighting so that photo taking can be easier.

8.2.5 Report on Semester Commencement Dinner

Person-in-charge:

Ng Che Kit, Keni (Chairperson of CSA, ENS, H.K.U.S.U., Session 2008– 2009)

Introduction:

The Semester Commencement Dinner will provide an opportunity for the Members to share experience with the Freshmen. They can also support each other and greet the upcoming academic year in a relaxed but hardworking atmosphere.

Aim:

- I To encourage the study of the Members and the Freshmen
- I To promote friendship and communication among the Members and the Freshmen
- I To promote the interflowing of the Members with the Freshmen with respect to study

Date:

19th September, 2008 (Friday)

Time:

20:00 – 22:30

Venue:

Yat Ho Restaurant

Number of Participants:

78

Rundown:

|               |              |
|---------------|--------------|
| 20:00 – 20:30 | Gathering    |
| 20:30 – 22:15 | Dining       |
| 22:15 – 22:30 | Photo taking |

Evaluation:

Preparation

- I It is not always possible to arrange all Orientation Camp group mates to sit in one table.
- I Assign those who haven't signed up for table beforehand.
- I All Executive Committee members should know how to go to the venue.

Rundown

- I We should pay more attention to non Orientation Camp participants.

8.2.6 Report on Career Forum on Computer Science

Person-in-charge:

Cheung Wai Lok, Jacky (Information Secretary of CSA, ENS, H.K.U.S.U., Session 2008– 2009)

Introduction:

The Career Forum on Computer Science aimed to provide current career information to students in an interactive and interesting manner. To ensure the forum meets the expectation of students, we had set up questions according to the background of the guest speakers.

Aim:

- I To provide participants with current career information

Date:

9th October, 2008 (Thursday)

Time:

17:45 – 19:30

Venue:

MG07, Main Building

Number of Participants:

80

Guest Speaker:

- I Mr. Alex Hung
  - n Managing Director, Crossover International Co., Ltd.
- I Mr. Frank Law
  - n Senior Inspector, Technology Crime Division, Commercial Crime Bureau, Hong Kong Police
- I Ms. Jo Wong
  - n Graduate of BEng(CompSc) of The University of Hong Kong, experienced in working in Investment Bank

Rundown:

|               |  |
|---------------|--|
| 17:45 – 18:00 | Entry                                      |
| 18:00 – 18:05 | Introduction of Forum                      |
| 18:05 – 18:10 | Introduction of Guest Speakers             |
| 18:10 – 18:40 | Career Forum                               |
| 18:40 – 18:50 | Questions and Answers                      |
| 18:50 – 18:53 | Presentation of souvenirs and photo taking |
| 18:53 – 18:57 | Forum ends (and group photo taking)        |
| 18:57 – 19:30 | Refreshment                                |

Evaluation:Preparation

- I The posters were posted out late due to the re-printing of the posters.
- I The time for decoration was too tight.

Rundown

- I Participants were having so much questions to ask, it was unexpected and caused overrun.
- I The guests should be confirmed if they minded overrunning.
- I The communication with MC was not enough.

8.2.7 Report on Halloween Sweets SalePerson-in-charge:

Cheung Wai Fung, Rena (External General Secretary of CSA, ENS, H.K.U.S.U., Session 2008– 2009)

Introduction:

Halloween is a western festival. People would have “Trick or Treat” on that day, so that sweets can be shared with happiness. Enjoying this special festival among all HKU students is the main focus of this activity. For this activity, a counter will be set to sell Halloween's sweets to all HKU students. Photo taking with “ghost” service will be provided for those buying sweets. This can enhance interaction among HKU students and our society, make the relationship of HKU students get closer and provide a good festival atmosphere among HKU students.

Aim:

- I To enhance interaction among HKU students
- I To enhance the relationship between HKU students and our society
- I To provide sweets to the HKU students through festival

Date:

31st October, 2008 (Friday)

Time:

11:00 – 13:30 and 15:30 – 18:00

Venue:

Haking Wong Podium

Fee:

\$10 per pack

Number of Sales:

70

Evaluation:Preparation

- I The job division should be even.

Rundown

- I The name of the Association should be shown on the decoration board.
- I There were not enough SD cards, so that taking photos and printing photos could not be done at the same time.
- I The counter should be closed early, as the desk needed to be returned before six o'clock.
- I Haking Wong Podium is too windy, some decorated materials were blown away.
- I The responses from people about this function were good.



8.2.8 Report on Donation of Smiles

Person-in-charge:

Wan Kit Man, Lauretta (Social Secretary of CSA, ENS, H.K.U.S.U., Session 2008– 2009)

Introduction:

The Donation of Smiles invites all people to donate their smiles. Their smiles will be captured by our cameras. A sticker will be given to them to signify their participation. Then we will donate \$0.5 to Sowers Action for one smile.

Aim:

- I To provide a platform for the Members and the Eng1 students to relieve their stress
- I To provide an opportunity for the Members and the Eng1 students to share their happiness
- I To raise the prestige of the Association

Date:

3rd November, 2008 (Monday)– 7th November, 2008 (Friday)

Time:

12:00 – 18:00

Venue:

Haking Wong Podium

Covered area outside Main Library (Wednesday)

Fee:

Free of charge

Number of Participants:

Around 1200

Evaluation:

Preparation

- I Mobile display board is too heavy to bring and there is no lift. Take care of the display board.
- I We publish the posters late due to late reply from charity.

Rundown

- I The place for taking photos is not comfortable.
- I If we disturb people when standing outside, we will violate regulations.
- I Please stick more stickers.
- I The counter can be set outside the library for a longer period of time due to good response there.
- I Some people would like to take photo after see the posters.
- I 1 week is too long as many people on Thursday, Friday said they have donated.
- I \$550 are donated to Sowers action.

8.2.9 Report on Mixer

Person-in-charge:

Lau Kim Yuk, Kimmy (Financial Secretary of CSA, ENS, H.K.U.S.U., Session 2008– 2009)

Introduction:

Mixer was a function hosted every year, aiming at 'mixing'. Mixer provided refreshment for our target group, a platform where students and staff of the Department could gather in a more casual way was created.

Aim:

- I To provide a chance for the members to acquaint with each other
- I To foster the communication between staff and students of the Department
- I To enhance students' sense of belongings to the Department
- I To promote the Department to Bachelor of Eng1 Students

Date:

2007 – 2008 Second Semester Mixer 26th March, 2008 (Wednesday)

2008 – 2009 First Semester Mixer 19th November, 2008 (Wednesday)

Time:

2007 – 2008 Second Semester Mixer 13:00 – 14:45

2008 – 2009 First Semester Mixer 13:00 – 14:30

Venue:

2007 – 2008 Second Semester Mixer LG1/F Lobby, Chow Yei Ching Building

2008 – 2009 First Semester Mixer LG1/F Lobby, Chow Yei Ching Building

Number of Participants:

2007 – 2008 Second Semester Mixer 100

2008 – 2009 First Semester Mixer 120

Rundown:

2007 -2008 Second Semester Mixer

- 13:05 – 13:10 Speech by Chairperson of CSA, ENS, H.K.U.S.U., Session 2008– 2009
- 13:10 – 13:15 Speech by the Head of Department
- 13:15 – 13:25 Award presentation Ceremony of Teaching Excellence Award and Best Tutor Award 2006 – 2007
- 13:25 – 14:45 Refreshment

2008 – 2009 First Semester Mixer

- 13:05 – 13:10 Speech by the Head of Department
- 13:10 – 13:20 Award presentation Ceremony of Teaching Excellence Award and Best Tutor Award 2007 – 2008
- 13:20 – 14:30 Refreshment

Evaluation:

*2007 – 2008 Second Semester Mixer*Preparation

- I Equipments and Facilities can be borrowed from Hsu Long Sing Amenities after affiliation.
- I Posters and mass email should be posted and sent on time.
- I Venue should be started setting up earlier.

Rundown

- I The professors should be invited earlier.
- I End time of Mixer should not be fixed as members may arrive near the end time while little foods are remained.
- I Quantity of food instead of variety of food was the main concern of the members.
- I Number of participants was satisfactory.

*2008 – 2009 First Semester Mixer*Preparation

- I The date of functions should be changed if majority of the Committee members are not free on the function day.

Rundown

- I Number of participants was satisfactory.
- I Types of food and the quantity of food were satisfactory.

8.2.10 Report on Cyber Spot 2008

## Person-in-charge:

Chung Man Ho, Mike (External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2008– 2009)

## Introduction:

Cyber Spot is a new function organised by the CSA, ENS, H.K.U.S.U. It is an opportunity for participants to rest and enjoy the time to stay with each other. Cyber Spot 2008 consists of three activities: Singing Contest, Simplified NetBall Competition and Cyber Dinner.

## Aim:

- I To give chances to the participants to relax
- I To promote friendship and communication among the participants

## Date of Activities:

|                                 |  |
|---------------------------------|--|
| Singing Contest                 | 3rd November, 2008 (Monday)                                  |
| Simplified NetBall Competition  | 10th November, 2008 (Monday)– 14th November, 2008 (Thursday) |
| Closing Ceremony & Cyber Dinner | 21st November, 2008 (Friday)                                 |

## Evaluation:

- I Recruitment of Organising Committee should be started as early as possible, so as to have more time for preparation and prevent the time clash of the rest activities of the Association.
- I The time lag between the recruitment and the first meeting of the Organising Committee should not be too long, so as to prevent they forget about Cyber Spot.
- I It was found beneficial for the Executive Committee to keep in close touch with the Organising Committee.

8.2.10.1 Report on Opening Ceremony & Singing Contest

Person-in-charge:

Wong Yuet Yi, Kyna (Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2008– 2009)

Introduction:

The Singing Contest will be the first activity in the Cyber Spot. It also includes the opening ceremony of the Cyber Spot 2008. The Members may sign up to perform in solo and/or group sections. They are also welcomed to be audience.

Aim:

- I To let the Members enjoy and relax in music
- I To maintain and foster friendship among the Members
- I To provide an opportunity for the Members to perform on the stage

Date:

3rd November, 2008 (Monday)

Time:

18:30 – 21:30

Venue:

Theatre 7, Meng Wah Complex Building

Number of Participants:

90

Rundown:

|               |                                     |
|---------------|-------------------------------------|
| 18:00 – 18:30 | Registration                        |
| 18:30 – 18:35 | Opening Ceremony of Cyber Spot 2008 |
| 18:35 – 20:00 | Solo Section                        |
| 20:00 – 20:05 | Break                               |
| 20:05 – 21:15 | Group Section                       |
| 21:15 – 21:30 | Prize Presentation                  |

Organising Committee:

|              |      |
|--------------|------|
| Lo Ho Nam    | Eng1 |
| Lee Chun Kit | Eng1 |
| Mo Wing Fat  | Eng1 |
| Wan Nok Him  | Eng1 |
| Wong Yee Tak | Eng1 |
| Yuen Ka Hong | Eng1 |

Helper:

|               |      |
|---------------|------|
| Chu Sai Yiu   | Eng1 |
| Lee Kin Chung | CS3  |

Master and Mistress of Ceremony:

|              |      |
|--------------|------|
| Lo Ho Nam    | Eng1 |
| Wong Yee Tak | Eng1 |

Judge:

Dr. A.T.C. Tam (Student Advisor)

Dr. K.K.Y. Wong (Associate Head (Admissions and Student Affairs))

Result:

Solo Section:

|                 |     |
|-----------------|-----|
| Cheung Wai Fung | CS2 |
|-----------------|-----|

Group Section:

|                |      |
|----------------|------|
| Cheung Man Pan | Eng1 |
| Kwong Ho Yan   | Eng1 |

Most Impressive:

|                 |     |
|-----------------|-----|
| Cheung Wai Fung | CS2 |
|-----------------|-----|

Best Showmanship:

|                |      |
|----------------|------|
| Cheung Man Pan | Eng1 |
|----------------|------|

Evaluation:

Preparation

- I The promotion was not enough.
- I The sound equipment was insufficient which the performance was affected.

Rundown

- I The venue is not suitable for holding singing contest.
- I The atmosphere was good.
- I The number of participants of Eng1 students was satisfactory.
- I The number of audience was satisfactory.
- I The rundown went smoothly.

8.2.10.2 Report on Simplified Netball Competition

Person-in-charge:

Tsang Shun Lun, Jeff (Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2008 - 2009)

Introduction:

The Netball Competition is the second activity in the Cyber Spot. It is a chance to introduce netball to target group and this is a game requires good teamwork.

Aim:

- I To provide a chance for the Members and Eng1 students to relax from busy schoolwork
- I To provide an opportunity for participants to have physical exercise
- I To provide an opportunity for the Members and Eng1 students who doesn't know netball to have a chance to try netball
- I To strengthen the cooperation and team spirit among the target group

Date:

13th November, 2008 (Thursday)– 14th November, 2008 (Friday)

Time:

18:30 – 21:30

Venue:

Pok Fu Lam Road Playground

Number of Participating Teams:

4

Number of Participants:

About 30

Rundown:

|               |  |
|---------------|--|
| 18:30 – 19:55 | Preparation of venue and verifying participating players |
| 19:50 – 20:00 | Introduction of rules                                    |
| 20:00 – 21:15 | Netball matches  |
| 21:15 – 21:30 | Prize giving and photo taking                            |

Organising Committee:

|                     |      |
|---------------------|------|
| Cheung Man Pan Zero | Eng1 |
| Chu Sai Yiu         | Eng1 |
| Kwong Ho Yan        | Eng1 |
| Lee Kin Chung       | Eng1 |
| Leung Chun Kwok     | Eng1 |
| Tong Man Ho         | Eng1 |
| Wong Yee Tak        | Eng1 |

Result:

|               |     |
|---------------|-----|
| Champion      | 豹旋隊 |
| 1st runner-up | CSA |
| 2nd runner-up | 太陽蛋 |
| 3rd runner-up | 菠蘿油 |

Evaluation:

Preparation

- I It is advisable to have more referees.
- I The venue is well prepared.
- I The marking board can be made better.

Rundown

- I The number of participants is not enough.
- I The participants enjoy in playing this sport game.

8.2.10.3 Report on Closing Ceremony & Cyber Dinner

## Person-in-charge:

Yim Lok Hin, Eason (Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2008– 2009)

## Introduction:

Cyber Dinner is the most formal occasion of the Cyber Spot 2008 but it is also an enjoyable gathering which acts as the symbol of the end of Cyber Spot 2008. We warmly welcome the Members to participate this activity.

## Aim:

- I To enable the Members and the Eng1 students to organise formal programme on their own
- I To promote friendship among the Members and the Eng1 students
- I To provide an opportunity for the Members and the Eng1 students to know each other

## Date:

21st November, 2008 (Friday)

## Time:

18:45 – 21:45

## Venue:

Joseph's at the Graduate House, Level P3, Graduate House

## Fee:

\$110 per head

## Number of Participants:

58

## Guest:

- I Prof. D.W.L. Cheung (Head of Department and Professor)
- I Dr. A.T.C. Tam (Student Advisor)
- I Dr. B.C.M. Kao (Associate Professor)
- I Dr. H.F. Ting (Associate Professor)
- I Dr. K.K.Y. Wong (Associate Head (Admissions and Student Affairs))
- I Dr. S.M. Yiu (Assistant Professor)
- I Dr. W.S. Ho (Instructor)

## Organising Committee:

|                |      |
|----------------|------|
| Fung Divine    | Eng1 |
| Lee Chun Kit   | Eng1 |
| Leung Kon Ming | Eng1 |
| Lo Ho Nam      | Eng1 |
| Mo Wing Fat    | Eng1 |
| Yeung Ming     | Eng1 |

Yuen Ka Hong

Eng1

## Rundown:

|               |  |
|---------------|--|
| 18:45 – 19:00 | Reception  |
| 19:00 – 20:30 | Buffet Serving                                     |
| 20:30 – 21:00 | Game and Performance Session                       |
| 21:00 – 21:45 | Closing Ceremony of Cyber Spot 2008 and Lucky Draw |
| 21:45         | End of Cyber dinner                                |

## Evaluation:

Preparation

- I The site was well-decorated.

Rundown

- I It ran smoothly. The guests and the students enjoyed the dinner.

8.2.11 Report on Superpass fai chun writing and Superpass Dinner

Person-in-charge:

Wan Kit Man, Lauretta (Social Secretary of CSA, ENS, H.K.U.S.U., Session 2008– 2009)

Introduction:

Participants can enjoy the great tradition of the University– the Superpass Dinner in which students believe that they will get good grades after the dinner.

Aim:

- I To boost the sense of belonging of the participants
- I To expedite the communication among the participants
- I To offer the participants an opportunity to experience the Superpass tradition of the University

Date:

2007 – 2008 Second Semester Superpass fai chun writing and Superpass Dinner 25th April, 2008 (Friday)

2008 – 2009 First Semester Superpass fai chun writing and Superpass Dinner 28th November, 2008 (Friday)

Time:

2007 – 2008 Second Semester Superpass fai chun writing and Superpass Dinner 11:30 – 18:00, 19:30 – 22:00

2008 – 2009 First Semester Superpass fai chun writing and Superpass Dinner 11:30 – 18:00, 19:30 – 22:00

Venue:

2007 – 2008 Second Semester Superpass fai chun writing and Superpass Dinner Outside Room 312, 3/F Corridor, Haking Wong Building Smithfield Market and Cooked Food Centre

2008 – 2009 First Semester Superpass fai chun writing and Superpass Dinner Outside Room 312, 3/F Corridor, Haking Wong Building Sek Tong Tsui Market Cooked Food Centre

Fee:

2007 – 2008 Second Semester Superpass fai chun writing and Superpass Dinner \$50

2008 – 2009 First Semester Superpass fai chun writing and Superpass Dinner \$45

Number of Participants:

2007 – 2008 Second Semester Superpass fai chun writing and Superpass Dinner 48

2008 – 2009 First Semester Superpass fai chun writing and Superpass Dinner 48

Rundown:

*2007 – 2008 Second Semester Superpass fai chun writing and Superpass Dinner*

11:30 – 19:00 Writing of the Superpass fai chun

|               |   |
|---------------|---|
| 19:00 – 19:25 | Roll Call   |
| 19:25 – 19:30 | Speech by Chairperson of the Association (Session 2008– 2009) |
| 19:30 – 19:50 | Slashing of Roasted Pig                                       |
| 19:50 – 20:20 | Proceed to the Venue  |
| 20:20 – 21:20 | Dinner  |

*2008 – 2009 First Semester Superpass fai chun writing and Superpass Dinner*

|               |   |
|---------------|---|
| 11:30 – 19:00 | Writing of the Superpass fai chun                             |
| 19:00 – 19:25 | Roll Call   |
| 19:25 – 19:30 | Speech by Chairperson of the Association (Session 2008– 2009) |
| 19:30 – 19:50 | Slashing of Roasted Pig                                       |
| 19:50 – 20:20 | Proceed to the Venue  |
| 20:20 – 21:20 | Dinner  |

Evaluation:

*2007 – 2008 Second Semester Superpass fai chun writing and Superpass Dinner*

Preparation

- I It was better to find some male Executive Committee members to bargain the price because female Executive Committee members did not have the power to get a lower price.
- I We should buy the kiwi a few days ago so that the kiwi would not be too sour.

Rundown

- I The name list should be prepared more for more Executive Committee members to handle so that when we went to have the dinner, it will not be too messy to handle the participant.
- I It is no need to distribute the Superpass red pockets from our cabinet to the upper jong so that the scene would not be too strange.

*2008 – 2009 First Semester Superpass fai chun writing and Superpass Dinner*

Preparation

- I Since this dinner is one week after the cyber dinner, so the number of participants are not desirable.
- I Roasted pig was too expensive.
- I Few current students go to write fai chun.
- I The preparation is quite good since we have the previous experience.

Rundown

- I Time used for gathering participants is too long as many participants was late.
- I It is too late to remind participants not to start having some dishes before introducing the tradition.
- I The place for photo taking is not comfortable.

## 8.3 Welfare and Services Report

## 8.3.1 Report on Calendar Card

Person-in-charge:

Lau Mei Ying, Tira (Welfare Secretary of CSA, ENS, H.K.U.S.U., Session 2008– 2009)

Introduction:

Calendar card includes the important semester dates and holidays in 2009. They were distributed to the Staff and the Students through the counter on Corridor of 3/F Haking Wong Building, in General office of the Department and in the CS Area.

Aim:

- I To provide welfare to the Members

Duration:

From September, 2008 onwards

Evaluation:

- I Calendar card was welcomed by students.
- I The design of the Calendar card was fine.
- I Words in the Calendar card were too small.

## 8.3.2 Report on Class Photo Taking

Person-in-charge:

Lau Mei Ying, Tira (Welfare Secretary of CSA, ENS, H.K.U.S.U., Session 2008– 2009)

Introduction:

Time slots for class photo taking were arranged for each class of Bioinformatics, Computer Science, Information Systems/Computer Science. Students who participated in class photo taking, a free copy of the corresponding 4R photo will be distributed as souvenir.

Aim:

- I To boost the sense of belonging of the Members to their own class

Arranged Time Slot and Venue:

| Class   | Date                            | Time  | Venue                         |
|---------|---------------------------------|-------|-------------------------------|
| Bioinf1 | 3rd September, 2008 (Thursday)  | 18:00 | Sun Yat-Sen Place             |
| Bioinf2 | 3rd September, 2008 (Thursday)  | 11:35 | LG/F, Chow Yei Ching Building |
| Bioinf3 | 10th September, 2008 (Thursday) | 12:35 | Chong Yuet Ming Fountain      |
| CS1     | 16th January, 2009 (Wednesday)  | 13:35 | Library Extension Building    |
| CS2     | 1st September, 2008 (Friday)    | 13:35 | Library Extension Building    |
| CS3     | 25th September, 2008 (Friday)   | 17:00 | Library Extension Building    |
| IS/CS1  | 3rd September, 2008 (Thursday)  | 18:10 | Sun Yat-Sen Place             |
| IS/CS2  | 3rd September, 2008 (Thursday)  | 12:35 | Chong Yuet Ming Fountain      |
| IS/CS3  | 4th September, 2008 (Friday)    | 11:35 | T.T Tsui Building             |
| IS/CS4  | Unable to arrange               |       |                               |
| IS/SE4  | Unable to arrange               |       |                               |

Evaluation:

- I It was difficult to arrange Computer Science Year 1 and Year 3 students to take class photo.
- I It was good to arrange class photo taking after the core course for different classes.
- I It was recommended to arrive the classroom earlier as some lessons may end earlier than the expected time.
- I The quality of the photo was fine.
- I Low number of students came and got the printed class photos.
- I It was difficult to arrange a suitable time-slot for IS/CS4 and IS/SE4.

**8.3.3 Report on Contact Directory**

Person-in-charge:

Lau Mei Ying, Tira (Welfare Secretary of CSA, ENS, H.K.U.S.U., Session 2008– 2009)

Introduction:

Contact Directory consists of the information, including name, curriculum, CS login, phone number and MSN account, of students from Bioinformatics, Computer Science, Computer Science and Information Systems, Information Systems/Computer Science, Information Systems/Software Engineering and Software Engineering.

Collection of information started in Semester 2, 2009 through sending e-mail and circulating class folder.

The size of contact directory was A7 with 19 pages.

Aim:

- I To facilitate communication between students of the Department and the Department
- I To promote friendship and communication among the Members

Duration:

From February, 2009 onwards

Evaluation:

- I It was recommended that collection of information could be started in the end of Semester 1.
- I It was difficult to collect the information of students who were not major in Computer Science.

**8.3.4 Report on Marketing Activities**

Person-in-charge:

Wong Yuet Yi, Kyna (Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2008 - 2009)

Tan Kok Thye, Joseph (Chairperson of Sub-committee of Marketing of CSA, ENS, H.K.U.S.U., Session 2008 – 2009)

Introduction:

Marketing activities involve finding sponsorship to fund for functions.

Aim:

- I To seek fund for the functions in order to enhance their effectiveness
- I To give sponsor items for the participants of the function

Content:

Inauguration Ceremony

| Sponsor Body | Type of Sponsor |
|--------------|-----------------|
| 仁愛士多         | Refreshment     |
| 白糸の滝         | Cash            |
| 加拿大餅店        | Refreshment     |
| 宜記餐廳         | Refreshment     |
| 森記甜品之家       | Cash            |
| 華人餐廳         | Refreshment     |
| 飲冰室          | Refreshment     |
| 濠記飯店         | Refreshment     |

Orientation Programme 2008 – Orientation Day

| Sponsor Body             | Type of Sponsor              |
|--------------------------|------------------------------|
| Mattel East Asia Limited | Toysrus coupon               |
| Mattel East Asia Limited | UNO and Pictionary mini pack |

Orientation Programme 2008 – Orientation Camp

| Sponsor Body                  | Type of Sponsor               |
|-------------------------------|-------------------------------|
| Fevaworks IT Education Centre | Pen                           |
| Fevaworks IT Education Centre | Cash Coupon                   |
| Hero                          | Jam                           |
| Linux Pilot                   | Magazine                      |
| O'slee                        | Moisturizing Formula          |
| PC3 Magazine                  | Magazine                      |
| Ricola                        | Candy                         |
| South China Morning Post      | Folder                        |
| www.izzue.com                 | Bag                           |
| www.izzue.com                 | Pillow case and bed linen set |
| www.izzue.com                 | Women's slipper               |

Career Forum

| Sponsor Body | Type of Sponsor |
|--------------|-----------------|
|--------------|-----------------|



|                             |                 |
|-----------------------------|-----------------|
| Cedars                      | Cash            |
| Cyber Spot – Cyber Dinner   |                 |
| Sponsor Body                | Type of Sponsor |
| 森記甜品之家                      | Cash            |
| COMFIX 電腦維修                 | Cash            |
| Computer Science Department | Cash            |

Cash sponsorship from staff of the Department:

Professor D.W.L. Cheung (Head of Department and Professor)

Professor F.C.M. Lau (MSc(CS) Programme Director)

Dr. A.T.C. Tam (Student Advisor)

Dr. B.C.M. Kao (Deputy Head (Academic))

Dr. C.F. Chong (Lecturer)

Dr. H.C.M. Leung (Instructor)

Dr. H.F. Ting (Associate Professor)

Dr. K.K.Y. Wong (Associate Head (Admissions and Student Affairs))

Dr. K.P. Chan (Associate Professor)

Dr. K.W. Chong (Teaching Consultant)

Dr. S.M. Yiu (Assistant Professor)

Dr. W.S. Ho (Instructor)

Mr. YAN Dongming (Research Student)

Evaluation:

- I It is recommended that to mark sponsorship from Cedars.
- I Sponsorship from agency who can offer product sponsor should be found.
- I Shopping Discount should be found for the members.

### 8.3.5 Report on Membership Card

Person-in-charge:

Lau Mei Ying, Tira (Welfare Secretary of CSA, ENS, H.K.U.S.U., Session 2008– 2009)

Introduction:

The membership card is to identify the membership of CSA, ENS, H.K.U.S.U.

Aim:

- I To promote the Members' sense of belonging to CSA, ENS, H.K.U.S.U. and the Department

Content:

Membership card is issued to the Members. The valid date is from the first day of first semester of an academic year to the thirtieth day of the first semester of the next academic year. Owing to affiliation of CSA, HKU to Engineering Society, H.K.U.S.U., a new membership card is produced. No shopping discount was provided to the Members in session 2008-2009.

Evaluation:

- I Promotion for renewal of membership card was not enough.
- I Shopping discounts were expected but not provided.
- I Period of renewal of membership was too short.
- I The design of the membership card was fine.

8.3.6 Report on Mobile Chain Sales

Person-in-charge:

Lau Mei Ying, Tira (Welfare Secretary of CSA, ENS, H.K.U.S.U., Session 2008– 2009)

Introduction:

New designed mobile chain with CSA, ENS, H.K.U.S.U. is produced for sale.

Aim:

- I To provide welfare to the Members

Duration:

Mobile chain (2006 – 2007): February, 2007 – July, 2008

Mobile chain (2007 – 2008): November, 2007 – January, 2009

Mobile chain (2008 – 2009): September, 2008 – January, 2009

Content:

| Item                       | Price  |            | Sold |
|----------------------------|--------|------------|------|
|                            | Member | Non-member |      |
| Mobile chain (2006 – 2007) | \$12   | \$15       | 8    |
| Mobile chain (2007 – 2008) | \$10   | \$12       | 5    |
| Mobile chain (2008 – 2009) | \$12   | \$15       | 62   |

Evaluation:

- I Sale of mobile chain was fair.
- I Length of the mobile chain was too long.

8.3.7 Report on Newsletters Publication

Person-in-charge:

Ng Tsz Ching, Felix (Publication & Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2008– 2009)

Introduction:

Newsletters are published regularly during the dates of semester. It is used to provide information of activities organised by CSA, ENS, H.K.U.S.U., as well as other information that are related to the Members. Coloured hard copies of newsletters are posted on the society board of CSA, ENS, H.K.U.S.U. and Room 312, Haking Wong Building. Black-and-white hard copies are available in Room 312, Haking Wong building for distributions. Electronic copies are available on the website of CSA, ENS, H.K.U.S.U. An additional issue are published to the Freshmen of intake 2008 to introduce CSA, ENS, H.K.U.S.U. to them.

Aim:

- I To promote the activities organised by CSA, ENS, H.K.U.S.U. and the Department
- I To promote the welfare of CSA, ENS, H.K.U.S.U.
- I To promote the Members' sense of belonging to CSA, ENS, H.K.U.S.U. and to the Department

Content of Newsletters:

March 2008

- I Introduction to Apex
- I Computer Tip
- I Messages from Apex
- I Review of Valentine's Flower Sale
- I Promotion of Inauguration Ceremony
- I Promotion of 2007 – 2008 Second Semester Mixer
- I Promotion of Joint-Societies 3-on-3 Basketball Competition
- I Recruitment of Society Soccer Team
- I Promotion of welfare items
- I Meaning of A Platform to Express

April 2008

- I Report on name changing from CSA, HKU to CSA, ENS, H.K.U.S.U.
- I Computer Tip
- I Career Tips
- I Promotion of Forum on common admission and second major
- I Promotion of Welfare Week
- I Review of Inauguration Ceremony
- I Review of 2007-2008 Second Semester Mixer
- I Promotion of 2007-2008 Second Semester Superpass dinner
- I Recruitment of Orientation Programme 2008
- I Promotion of Joint Society 3-on-3 Basketball Competition
- I IQ Question

May 2008

- I Review of Joint-Societies 3-on-3 Basketball competition

- I Hong Kong Sightseeing Location Recommendation
- I Review of 2007-2008 Second Semester Superpass Dinner
- I Message Board

#### September 2008

- I Review of CS Computer Laboratory hardware update
- I Computer Tip
- I Recipe of homemade dessert
- I Review of Orientation Programme 2008
- I Promotion of Welfare Week and Second-hand Book Sale
- I Recruitment of Society Soccer Team
- I Notice of Replacement of Membership Card

#### October 2008

- I Promotion of Joint Society Soccer League
- I Recruitment of Office Bearers of CSA, ENS, H.K.U.S.U.
- I Computer Tip
- I Promotion of Halloween Sweet Sale
- I Promotion of Donation of Smiles
- I Promotion of Cyber Spot
- I Recruitment of Society Soccer Team
- I Promotion of 2008-2009 First Semester Mixer
- I Promotion of 2008-2009 First Semester Superpass Dinner
- I Review of Career Forum on Computer Science
- I Review of Closing Ceremony
- I Review of Semester Commencement Dinner
- I Promotion of Welfare Week and Second-hand Book Sale

#### January 2008

- I Introduction to the proposed 15th cabinet of CSA, ENS, H.K.U.S.U., Casa
- I Introduction to constellations
- I Messages from Apex
- I Review of Donation of Smiles
- I Review of Joint Society Soccer League
- I Review of 2008-2009 First Semester Mixer
- I Review of 2008-2009 First Semester Superpass Dinner
- I Review on Cyber Spot
- I Review on Halloween Sweet Sale

#### Evaluation:

- I Newsletters were informative.
- I Feedback of black and white distribution was good.
- I A better place should be allocated to put the black and white version.
- I A fixed date of publish was preferred.
- I Did not receive any kinds of contribution for the readers' contribution part.

#### 8.3.8 Report on Other Product Sales

#### Person-in-charge:

Lau Mei Ying, Tira (Welfare Secretary of CSA, ENS, H.K.U.S.U., Session 2008– 2009)

#### Introduction:

CD-R, DVD-R and tissue are available in the CS Area during duty time throughout our session for student to purchase.

#### Aim:

- I To provide welfare to the Members

#### Duration:

February, 2008 to January, 2009

#### Content of Other Products:

| Item   | Price  |            | Sold |
|--------|--------|------------|------|
|        | Member | Non-member |      |
| CD-R   | \$1.5  | \$1.5      | 41   |
| DVD-R  | \$2    | \$2        | 26   |
| Tissue | \$1    | \$1        | 139  |

#### Evaluation:

- I Sale of CD-R, DVD-R and Tissue were fair.
- I Constant check of remaining stock was needed.
- I Promotion about sale of tissue was not enough.
- I Few students demanded CD-RW and DVD-RW.

8.3.9 Report on Second-hand Books Sales

Person-in-charge:

Ng Tsz Ching, Felix (Publication & Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2008– 2009)

Introduction:

During the first week of Second-hand Books Sales, students can come to our counter and fill up the detail of the book in the form and drop the book at our counter. We will then display the book item in the second week of the Second-hand Book Sales. We are only a platform for the students to sell their own books.

Aim:

- I To provide welfare to the Members
- I To provide an opportunity for students to sell old textbook.
- I To provide a chance for the Members to buy books at a lower price

Duration:

22nd September, 2008 (Monday)– 4th October, 2008 (Friday)

Content:

Number of books received: 14

Number of books successfully sold: 8

Evaluation:

- I The role of CSA, ENS, H.K.U.S.U. was good.
- I Better promotion can be done to increase number of participants.
- I It would be better if the period start earlier, at the very beginning of September.
- I It is recommended not to allow reservation of books.

8.3.10 Report on Society Jacket Sales

Person-in-charge:

Lau Mei Ying, Tira (Welfare Secretary of CSA, ENS, H.K.U.S.U., Session 2008– 2009)

Introduction:

Jacket with the name of CSA, ENS, H.K.U.S.U. is produced in iGift Company limited for sale during Second Welfare week.

Aim:

- I To provide welfare to the Members

Duration:

Jacket (2006 – 2007): February, 2007 – July, 2008

Windbreaker (2007 – 2008): November, 2007 – January, 2009

Jacket designed (2008 – 2009): November, 2008 – January, 2009

Content of Society Jacket:

| Item                      | Price  |            | Sold |
|---------------------------|--------|------------|------|
|                           | Member | Non-member |      |
| Jacket (2006 – 2007)      | \$120  | \$140      | 4    |
| Windbreaker (2007 – 2008) | \$100  | \$120      | 0    |
| Jacket (2008 – 2009) *    | \$80   | \$90       | 86   |

\*Remark: An extra amount of \$15 was charged to embroider their names in Chinese or English on the right collar

Evaluation:

- I Size of the Jacket sample was not consistent with the final product.
- I Society Jacket was welcomed by the Members.
- I The material used is too thin.
- I Easy to get dirty since white colour is used.

8.3.11 Report on Society Polo Shirt Sales

Person-in-charge:

Lau Mei Ying, Tira (Welfare Secretary of CSA, ENS, H.K.U.S.U., Session 2008– 2009)

Introduction:

New Society Polo Shirt with name of CSA, ENS, H.K.U.S.U. is produced in iGift Company Limited for sale during Second Welfare Week.

Aim:

- I To provide welfare to the Members

Duration:

Society T-Shirt (2007 – 2008): November, 2007 – July, 2008

Society Polo Shirt (2008 – 2009): September, 2008 – January, 2009

Content:

| Item                             | Price  |            | Sold |
|----------------------------------|--------|------------|------|
|                                  | Member | Non-member |      |
| Society T-Shirt (2007 – 2008)    | \$25   | \$28       | 13   |
| Society Polo Shirt (2008 – 2009) | \$45   | \$50       | 79   |

Evaluation:

- I Polo shirt was welcomed by the Department.
- I Size of the Polo shirt was small and easy to shrink.
- I Colour of the Polo shirt was not so popular.

8.3.12 Report on Society Soccer Team

Person-in-charge:

Tsang Shun Lun, Jeff (Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2008 - 2009)

Introduction:

A Soccer team is formed to represent the CSA, ENS, H.K.U.S.U. in participating Joint-Society Soccer League and other friendly matches with different societies.

Aim:

- I To have a team to represent CSA, ENS, H.K.U.S.U. in friendly matches
- I To have a team to represent CSA, ENS, H.K.U.S.U. in Joint-Society Soccer League
- I To promote sports activities to staff and students of the Department

Number of Participants:

34

Team Member:

|                          |          |
|--------------------------|----------|
| Chan Yat Cheung          | CS2      |
| Cheung Lok Kan           | CS2      |
| Cheung Wai Lok           | CS2      |
| Chung Man Ho             | CS2      |
| Lau Chi Ho               | CS2      |
| Lau Chun Yin             | CS2      |
| Lee Man Ho               | CS2      |
| Lee Wai                  | CS2      |
| Ng Sze Chin              | CS2      |
| Tang Chi Chun            | CS2      |
| Tsang Shun Lun (Captain) | CS2      |
| Wat Chun Pang Gilbert    | CS2      |
| Yim Lok Hin              | CS2      |
| Chan Sze Hang            | CS3      |
| Fung Shiu Hang           | CS3      |
| Leung King Sang          | CS3      |
| Li Su Lei                | CS3      |
| Pun Man Chun             | CS3      |
| So Man Ho                | CS3      |
| Tsui Tsz Chun            | CS3      |
| Wong Chi Sing            | CS3      |
| Wong Wai Kit             | CS3      |
| Yeung Kim Man            | CS3      |
| Chan Ka Ho               | Graduate |
| Chan Wai Tat             | Graduate |
| Cheung Wai Ming          | Graduate |
| Ho Kit Hei               | Graduate |
| Hung Hing Cheong         | Graduate |
| Lee Chun Yim             | Graduate |

|                |          |
|----------------|----------|
| Leung Tsz King | Graduate |
| Liu Chi Kin    | Graduate |
| Mak Cho Fung   | Graduate |
| Tam Kit Chun   | Graduate |
| Rocky Lam      | Staff    |

Result of Joint-Society Soccer League:  
Champion

Evaluation:

- I There are lots of audience to support Society Soccer Team at the champion fight and the atmosphere is great.
- I It is recommended to have more audience in other matches to support the Society Soccer Team.
- I It is difficult to find a time slot to satisfy all team members for matches.
- I The booking of venues for either football training or matches requires more volunteers to join for having more timeslots to choose from.
- I Number of referees in matches is not enough.
- I The qualities of referees have a great variation.
- I The proposed prize is missing because of the lack of follow up after the jobs are distributed among different societies.
- I It is great to have bottles of water supplied by CSA, ENS, H.K.U.S.U. to Team members during matches.
- I It is great to have our Society Soccer Team shirt.

### 8.3.13 Report on Souvenirs to Graduate Students

Person-in-charge:

Lau Mei Ying, Tira (Welfare Secretary of CSA, ENS, H.K.U.S.U., Session 2008– 2009)

Introduction:

Student graduated in the academic year 2007– 2008 were given a card holder with name of the Department.

Aim:

- I To enhance the image of CSA, ENS, H.K.U.S.U. and the Department in memory of graduate students
- I To thank the graduate students for their support to CSA, ENS, H.K.U.S.U. over past few years

Content:

Every graduate student was received a card holder with name of the Department and year of graduation as souvenir.

Number of Copies Made:

134

Number of Copies Distributed:

67

Evaluation:

- I It was good to distribute the souvenir during Final Year Project presentation.
- I Souvenir was welcomed by the graduate students.
- I Many graduate students thought that the souvenir was useful.

8.3.14 Report on Stationary Sales

Person-in-charge:

Lau Mei Ying, Tira (Welfare Secretary of CSA, ENS, H.K.U.S.U., Session 2008– 2009)

**Introduction:**

Society paper with name of CSA, HKU and Departmental folder with name of the Department were available until July, 2008. Due to affiliation process of CSA, HKU to Engineering Society, H.K.U.S.U., New Society paper, folder and memo pad with name of CSA, ENS, H.K.U.S.U. were produced. New memo pad was available during first and second welfare week and New Society paper and folder were available during Second Welfare Week. Products could be purchased in CS Area during duty time throughout our session and counter located in G/F Lobby, Chow Yei Ching Building and Outside Room 312, 3/F Corridor, Haking Wong Building during first and second welfare week.

**Aim:**

- I To provide welfare for the Members
- I To enhance the spirit and sense of belongings of the Members

**Duration:**

February, 2008 – February, 2009

**Content of Stationary:**

| Item                               | Price    |            | Sold |
|------------------------------------|----------|------------|------|
|                                    | Member   | Non-member |      |
| Departmental folders (2007 – 2008) | \$5 (@3) | \$5 (@3)   | 3    |
| Society folder (2008 – 2009)       | \$5 (@3) | \$5 (@3)   | 210  |
| Society Memo                       | \$4      | \$6        | 120  |
| Society paper (2007 – 2008)        | \$8      | \$10       | 13   |
| Society paper (2008 – 2009)        | \$10     | \$12       | 83   |

**Evaluation:**

- I Society paper and memo pad was welcomed by the Members.
- I Paper was too thick.
- I Price was reasonable.

8.3.15 Report on Welfare Package Sales

Person-in-charge:

Lau Mei Ying, Tira (Welfare Secretary of CSA, ENS, H.K.U.S.U., Session 2008– 2009)

**Introduction:**

Two Welfare Packages were introduced during First and Second Welfare Week. Several society products and Departmental products were included in the package with a low price for the Members to purchase. Due to Common Admission, Welfare Package for Engineering Year 1 student was also introduced in Second Welfare Week.

**Aim:**

- I To provide welfare to the Members
- I To promote CSA, ENS, H.K.U.S.U. to Eng1 Student

**Duration:**

First Welfare Package: April, 2008

Second Welfare Package: September, 2008

Welfare Package for Engineering Year 1 Student: September, 2008

**Content of Welfare Package:**

| Package  | Items included  | Price | Sold |
|--|---|-------|------|
| First Welfare Package                          | Society paper, T-shirt, Departmental Mobile Chain             | \$30  | 7    |
| Second Welfare Package                         | Society Polo Shirt, Mobile chain, Paper, Memo Pad, Folders *  | \$70  | 41   |
| Welfare Package for Engineering Year 1 Student | Society Polo Shirt, Mobile chain, Paper, Memo Pad, Folders ** | \$75  | 8    |

\*Remark: If a member purchases Second Welfare Package with Society Jacket, \$10 discount would be given on purchasing the Jacket.

\*\*Remark: If an Eng 1 Student purchases Welfare Package for Engineering Year 1 Student with Society Jacket, \$15 discount would be given on purchasing the Jacket.

**Evaluation:**

- I Sale was fair.
- I Package was not as popular as expected.
- I It was not good to have two welfare packages for the Members in two Semesters.

## 8.4 External Affairs Report

## 8.4.1 Report on Diplomacy of CSA, ENS, H.K.U.S.U.

## 8.4.1.1 Relationship with other academic bodies

Person-in-charge:

Chung Man Ho, Mike (External Vice-chairperson of CSA, ENS, H.K.U.S.U. of Session 2008– 2009)

Within the University

- I Civil Engineering Society, Engineering Society, H.K.U.S.U. (CES, ENS, H.K.U.S.U.)  
CES, ENS, H.K.U.S.U. is a student organisation serving staff and students in the Department of Civil Engineering, The University of Hong Kong  
Evaluation:  
This year, the relationship between CES, ENS, H.K.U.S.U. and CSA, ENS, H.K.U.S.U. was very good. We cooperated on organising the Joint Society 3-on-3 Basketball Competition. CES, ENS, H.K.U.S.U. also sent a team to participate in the Joint Society Soccer League and had matches with our society team. We also shared ideas on matters related to affiliation, Common Admissions Scheme carried out in this academic year and Orientation Period this year.
- I Electrical and Electronic Engineering Association, Engineering Society, H.K.U.S.U. (EEEE, ENS, H.K.U.S.U.)  
EEEE, ENS, H.K.U.S.U. is a student organisation serving staff and students in the Department of Electrical and Electronic Engineering, The University of Hong Kong.  
Evaluation:  
This year, the relationship between EEEE, ENS, H.K.U.S.U. and CSA, ENS, H.K.U.S.U. was very good. EEEE, ENS, H.K.U.S.U. sent a team to participate in the Joint Society Soccer League and had matches with our society team. We also shared ideas on matters related to affiliation, Common Admissions Scheme carried out in this academic year and Orientation Period this year.
- I Engineering Society, H.K.U.S.U.  
Engineering Society, H.K.U.S.U. is the representative body for all students in the Faculty of Engineering, The University of Hong Kong.  
Evaluation:  
This year, the relationship between Engineering Society, H.K.U.S.U. and CSA, ENS, H.K.U.S.U. was very good. We shared ideas on matters related to affiliation, Common Admission Scheme carried out in this academic year and Orientation Period this year. Engineering Society, H.K.U.S.U. provided much assistance to CSA, ENS, H.K.U.S.U. in preparing and running the Orientation 2008, especially on arranging for venue of Information Day 2008. On the other hand, CSA, HKU was affiliated to Engineering Society, H.K.U.S.U. and became CSA, ENS, H.K.U.S.U. this year.
- I Industrial Engineering Society, the University of Hong Kong (HKUIEA)  
HKUIEA is a student organisation serving staff and students in the Department of Industrial and Manufacturing Systems Engineering, The University of Hong Kong.  
Evaluation:  
This year, the relationship between HKUIEA and CSA, ENS, H.K.U.S.U. was good. We shared ideas on matters related to affiliation, Common Admission Scheme carried out in this academic year and

Orientation Period this year.

- I Information Systems Association, Business and Economics Association, H.K.U.S.U. (ISA, BEA, H.K.U.S.U.)  
ISA, BEA, H.K.U.S.U. is a student organisation serving students studying in the curricula of BBA(IS)/BEng(SE) and BBA(IS)/BEng(CS).  
Evaluation:  
This year, the relationship between ISA, BEA, H.K.U.S.U. and CSA, ENS, H.K.U.S.U. was good. Communication between the Executive Committee members of the two organisations was good.
- I Mechanical Engineering Society, Engineering Society, H.K.U.S.U. (MES, ENS, H.K.U.S.U.)  
MES, ENS, H.K.U.S.U. is a student organisation serving staff and students in the Department of Mechanical Engineering, The University of Hong Kong.  
Evaluation:  
This year, the relationship between MES, ENS, H.K.U.S.U. and CSA, ENS, H.K.U.S.U. was good. We shared ideas on matters related to affiliation, Common Admission Scheme carried out in this academic year and Orientation Period this year.
- I Food and Nutritional Society, Science Society, H.K.U.S.U.
- I History Society, Arts Association, H.K.U.S.U.
- I Politics and Public Administration Association, Social Sciences Society, H.K.U.S.U.
- I Psychology Society, Social Sciences Society, H.K.U.S.U.
- I Statistics and Actuarial Science Society SS H.K.U.S.U.  
The above societies participated in the Joint Society Soccer League. Their teams had matches with our society team.  
Evaluation:  
Communication between the Members and members of these societies were facilitated through participating in sports activities together.

Outside the University

- I Computer Science Society, City University of Hong Kong Students' Union
- I Computer Science Society, The Baptist University Computer Science Society
- I Computer Science Society, The Student Union of the Chinese University of Hong Kong
- I Society of Computing Studies, Hong Kong Polytechnic University Students' Union  
The above societies shared ideas on JUCA with us.  
Evaluation:  
Through communicating with societies outside of the University, social respect of CSA, ENS, H.K.U.S.U. can be raised.



8.4.1.2 Participation in inauguration ceremonies of other societies

Person-in-charge:

Chung Man Ho, Mike (External Vice-chairperson of CSA, ENS, H.K.U.S.U. of Session 2008– 2009)

Introduction:

CSA, ENS, H.K.U.S.U. receives invitations to inauguration ceremonies organised by various societies inside or outside the University of Hong Kong. Executive Committee members of CSA, ENS, H.K.U.S.U. will attend the ceremonies as representatives.

Aim:

- I To seek basic understanding with other organisations
- I To establish good relationship with other societies
- I To gain recognition from other organisations
- I To share experience in organising functions and seek cooperation opportunities

Participated inauguration ceremony of the following societies for Session 2008 – 2009:

- I Civil Engineering Society, Engineering Society, H.K.U.S.U.
- I Computer Science Society, City University of Hong Kong Students Union
- I Computer Science Society, The Student Union of the Chinese University of Hong Kong
- I Electrical and Electronic Engineering Society, Engineering Society, H.K.U.S.U.
- I Engineering Society, H.K.U.S.U.
- I Hong Kong Baptist University Computer Science Society
- I Industrial Engineering Association, The University of Hong Kong
- I Information Systems Association, Business and Economics Association, H.K.U.S.U.
- I Society of Computing Studies, Hong Kong Polytechnic University Students Union.

Evaluation:

- I Inauguration ceremonies are important occasions on which communication between CSA, ENS, H.K.U.S.U. and other student organisations are maintained. They are also great opportunities for seeking cooperation chances such as joint society functions.

8.4.1.3 Report on affiliated with Engineering Society, H.K.U.S.U.

Person-in-charge:

Chung Man Ho, Mike (External Vice-chairperson of CSA, ENS, H.K.U.S.U. of Session 2008– 2009)

Introduction:

In order to gain formal recognition as a student organisation in the University, and to enhance the interflow between students in the Department and other students in the Faculty of Engineering, enormous efforts have been made by Executive Committees of CSA, HKU in the previous years. This year, we continued to strike for progress on affiliation with Engineering Society, H.K.U.S.U. and finally affiliated with Engineering Society, H.K.U.S.U.

Aim:

- I To strike for affiliation with Engineering Society, H.K.U.S.U.

Progress:

This year, the affiliation is succeeded in early-April 2008. In early-February 2008, Engineering Society, H.K.U.S.U. amended their Constitution and By-laws so as to make affiliation possible. In 3rd April, 2008, the 1st EGM of CSA, HKU Session 2008 – 2009 was held for the acceptance of the decision of affiliation and the amendments of the Constitution. After the meetings, CSA, HKU was affiliated with Engineering Society, H.K.U.S.U. and changes the name to CSA, ENS, H.K.U.S.U.

Evaluation:

- I Future Executive Committee members responsible for affiliation are urged to have thorough understanding of the Constitution and that of Engineering Society, H.K.U.S.U., the By-laws of Engineering Society, H.K.U.S.U. and the Internal Regulation of HKUSU on dealing with matters related to affiliation and organising functions or activities.
- I Future Executive Committee members should always bear in mind the benefits of all members when dealing with matters related to affiliation.
- I It is recommended to continue working closely with other departmental societies of Engineering on matters related to affiliation.

8.4.1.4 Report on joining Joint Universities Computer Association (JUCA)

Person-in-charge:

Chung Man Ho, Mike (External Vice-chairperson of CSA, ENS, H.K.U.S.U. of Session 2008- 2009)

**Introduction:**

JUCA was established in 1995. The association gathers computer-related societies in local universities. It provides a platform which enables communication among students in computer-related disciplines. It also organises functions that are open to students studying in computer-related disciplines in Hong Kong.

**Aim:**

- I To provide the Members with opportunities to participate in Joint-University functions
- I To facilitate interflow between the Members and students from computer-related disciplines in other universities in Hong Kong
- I To raise the social respect and recognition of CSA, ENS, H.K.U.S.U.

**Report on participation:**

This year, we took up the role to re-initiate the forming of a new cabinet for JUCA again. The work started with contacting and seeking cooperation from HKBU Computer Science Society. We had tried to contact other student organisation from other universities. Unfortunately, almost all response is negative; some organisations even don't know what JUCA is. Furthermore, as the workload of Executive Committee was taken into consideration, we cannot afford to put too much effort into forming a new Executive Committee for JUCA. Without the support of other organisations, it will be very difficult to organise such a joint-university level organisation.

**Evaluation:**

- I The Executive Committee of next session should take into consideration their workload when deciding whether to put effort into forming a new Executive Committee for JUCA.
- I The Executive Committee of next session, if planning to take up the role of re-initiating JUCA again, should carefully plan how they are going to achieve this goal and do so with persistence.

9. Annual Financial Report

Computer Science Association, Engineering Society, H.K.U.S.U. Session 2008 - 2009

Annual Financial Report for the Year Ended 20 February 2009  
(Expressed in Hong Kong dollars)

| A. Income and Expenditure Account             |                           | Income(\$) | Expenditure(\$) |
|---|---------------------------|------------|-----------------|
| 1. Membership Subscription                    |                           |            |                 |
| Existing Member (expires on 2008)             | (\$17.5 x 53)             | 927.5      |                 |
| Existing Member (expires on 2009)             | (\$35 x 61)               | 2135.0     |                 |
| Existing Member (expires on 2010)             | (\$35 x 76)               | 2660.0     |                 |
| New Member (expires on 2011)                  | (\$20 x 62)               | 1240.0     |                 |
| 2. Administration                             |                           |            |                 |
| Annual Budget                                 | (\$1.5 x 40)              |            | 60.0            |
| Annual Report                                 | (\$10 x 40)               |            | 400.0           |
| Campaign                                      | (\$400 - \$842.8)         |            | 442.8           |
| Extraordinary General Meeting                 | (\$75 + \$0.2 + \$1 x 45) |            | 120.2           |
| Membership Card                               | (\$58 for 300)            |            | 58.0            |
| Receipt                                       | (\$6.5 x 3 + \$6 x 3)     |            | 37.5            |
| Recruit Office Bearer                         | (\$0.18 x 10)             |            | 1.8             |
| Society Chop                                  |                           |            | 70.0            |
| Stationery                                    |                           |            | 242.1           |
| 3. Functions                                  |                           |            |                 |
| Valentine's Flower Sale                       |                           | 144.5      |                 |
| Inauguration Ceremony                         |                           | 555.7      |                 |
| 2007-2008 Second Semester Mixer               |                           | 0.0        |                 |
| Forum on Common Admissions and Second Major   |                           |            | 34.0            |
| Joint Societies 3-on-3 basketball competition |                           |            | 159.5           |
| 2007-2008 Second Semester Superpass Dinner    |                           |            | 248.6           |
| Orientation Programme 2008                    |                           |            | 2322.9          |
| Early Mixer                                   |                           | 0.0        |                 |
| Semester Commencement Dinner                  |                           |            | 550.0           |
| Career Forum                                  |                           |            | 555.2           |
| Halloween Sweet Sale                          |                           |            | 28.9            |
| Donation of Smiles                            |                           |            | 320.0           |
| Cyber Spot 2008                               |                           | 46.8       |                 |
| 2008-2009 First Semester Mixer                |                           | 0.0        |                 |
| 2008-2009 First Semester Superpass Dinner     |                           |            | 60.4            |
| 4. Sports                                     |                           |            |                 |
| First-aid Box                                 |                           |            | 127.0           |
| Society Football Team                         |                           |            | 90.5            |
| 5. Welfare                                    |                           |            |                 |
| Calendar Card                                 | (\$48 for 300)            |            | 48.0            |
| Class Photo                                   |                           |            | 372.0           |
| Contact Directory                             | (\$2.5 x 150)             |            | 375.0           |
| Newsletter                                    |                           |            | 352.0           |
| Poster for Welfare Week                       | (\$2 x 15)                |            | 30.0            |
| Second-hand Book Sale                         | (\$2 x 6)                 |            | 12.0            |
| Souvenir for Graduate                         |                           |            | 1187.0          |
| Welfare Item                                  |                           |            | (1642.4)        |
| 6. Others                                     |                           |            |                 |
| Bank Interest                                 |                           | 35.0       |                 |
| Registration Fee                              | (\$10 x 62 + \$20 x 17)   | 960.0      |                 |
| Total   |                           | 8704.5     | 6663.0          |
| Surplus/(Deficit) for the year                |                           |            | (1243.3)        |

## B. Balance Sheet as at 6 February 2009

|  |          |  |
|--|----------|--|
| Current Assets                                 |          |  |
| Bank   | 14802.38 |  |
| Cash   | 1649.70  |  |
| Stock  | 5185.56  |  |
| Membership Fee Receivable                      | 7440.00  |  |
| Mixer Funding from Department Receivable       | 10609.20 |  |
| Orientation Camp Sponsor Receivable            | 1010.00  |  |
| Welfare Item Sale Receivable                   | 850.00   |  |
| sub-total                                      | 41546.84 |  |
| Less: Current Liabilities                      |          |  |
| Prepaid Membership Fee                         | 10637.50 |  |
| Welfare Item Payable                           | 4844.50  |  |
| Annual Report Payable                          | 400.00   |  |
| sub-total                                      | 15882.00 |  |
| Net current assets                             | 25664.84 |  |
| Balanced by:                                   |          |  |
| Accumulated funds b/f from Session 2007 - 2008 |          |  |
| Bank   | 26829.67 |  |
| Cash   | 1067.00  |  |
| Stock  | 4948.40  |  |
| Mixer Funding from Department Receivable       | 3413.00  |  |
| Orientation Programme Sponsor Receivable       | 660.00   |  |
| Welfare Item Sale Receivable                   | 1170.00  |  |
| Less: Prepaid Membership Fee                   | 10780.00 |  |
| Annual Report Payable                          | 400.00   |  |
| sub-total                                      | 26908.07 |  |
| Less: Deficit of Session 2008 - 2009           | 1243.23  |  |
| Accumulated Funds c/f                          | 25664.84 |  |

Prepared by,  
Lau Kim Yuk,Financial Secretary,  
Computer Science Association, Engineering Society,  
H.K.U.S.U. Session 2008 - 2009Audited by,  
Professor D.W.L. CheungHonorary Auditor,  
Computer Science Association, Engineering Society,  
H.K.U.S.U. Session 2008 - 2009Approved by,  
Ng Che Kit,Chairperson,  
Computer Science Association, Engineering Society,  
H.K.U.S.U. Session 2008 - 2009

Society Chap

## Notes to Report

## C. Details of Functions

|   | Income (\$)             | Expenditure (\$) |
|---|-------------------------|------------------|
| 1 Valentine's Flower Sale                       |                         |                  |
| Selling Ferrero Rocher Flower (Member)          | (\$5 x 95)              | 475.0            |
| Selling Ferrero Rocher Flower (Non-member)      | (\$8 x 11)              | 88.0             |
| Decoration                                      |                         | 141.5            |
| Ferrero Rocher                                  |                         | 168.0            |
| Packing Material                                |                         | 97.0             |
| Poster  |                         | 12.0             |
| Total   | 563.0                   | 418.5            |
| Surplus/(Deficit)                               |                         | 144.5            |
| 2 Inauguration Ceremony                         |                         |                  |
| Sponsor from Teaching Staff                     |                         | 1940.0           |
| Sponsor from Shop                               |                         | 300.0            |
| Flower Tag                                      | (\$7 x 12)              | 84.0             |
| Invitation Card                                 | (\$32 + \$20)           | 52.0             |
| Leaflet   | (\$39 + \$136.8 + \$20) | 195.8            |
| Name Tag  | (\$1.5 x 15 + 11)       | 33.5             |
| Poster  | (\$2 x 8)               | 16.0             |
| Refreshment                                     |                         |                  |
| a, Cocktail                                     |                         | 107.0            |
| b, Drinks                                       |                         | 215.4            |
| c, Food   | (\$120 + \$170)         | 290.0            |
| d, Utensil                                      |                         | 182.5            |
| Signing Paper                                   |                         | 16.2             |
| Souvenir  | (\$150 + \$221 + \$4.8) | 375.8            |
| Miscellaneous                                   |                         |                  |
| a, Battery for Walkie-talkie                    | (\$16.9 x 2)            | 33.8             |
| b, Lighter                                      |                         | 1.8              |
| c, Name Card Container                          |                         | 10.0             |
| d, Tissue                                       |                         | 10.5             |
| e, Towel  |                         | 60.0             |
| Total   | 2240.0                  | 1684.3           |
| Surplus/(Deficit)                               |                         | 555.7            |
| 3 2007-2008 Second Semester Mixer               |                         |                  |
| Funding from Department                         |                         | 3528.6           |
| Poster  | (\$2 x 6)               | 12.0             |
| Refreshment                                     |                         | 3516.6           |
| Total   | 3528.6                  | 3528.6           |
| Surplus/(Deficit)                               |                         | 0.0              |
| 4 Forum on Common Admissions and Second Major   |                         |                  |
| Poster  | (\$2 x 17)              | 34.0             |
| Total   | 0.0                     | 34.0             |
| Surplus/(Deficit)                               |                         | (34.0)           |
| 5 Joint Societies 3-on-3 Basketball Competition |                         |                  |
| Poster  | (\$2 x 6)               | 12.0             |
| Shared Expenditure(*):                          |                         |                  |
| Medal   | (\$590/4)               | 147.5            |
| Total   | 0.0                     | 159.5            |
| Surplus/(Deficit)                               |                         | (159.5)          |

\*: shared equally by 4 societies

|  |              |        |         |
|--|--------------|--------|---------|
| 6 2007-2008 Second Semester Superpass Dinner |              |        |         |
| Entrance Fee                                 | (\$50 x 48)  | 2400.0 |         |
| Catering Fee                                 |              |        | 1600.0  |
| Kiwi Fruit                                   | (\$2.9 x 48) |        | 139.2   |
| Poster                                       | (\$2 x 6)    |        | 12.0    |
| Red Pocket                                   | (\$1.3 x 48) |        | 62.4    |
| Roast Pig                                    | (\$380 x 2)  |        | 760.0   |
| Stationery                                   |              |        |         |
| a, Ink                                       |              |        | 4.0     |
| b, Paper                                     |              |        | 44.0    |
| c, Pen                                       |              |        | 27.0    |
| Total  |              | 2400.0 | 2648.6  |
| Surplus/(Deficit)                            |              |        | (248.6) |

|   |                             |         |          |
|---|-----------------------------|---------|----------|
| 7 Orientation Programme 2008                      |                             |         |          |
| 7.1 Orientation Programme 2008 - Information Day  |                             |         |          |
| Decoration  |                             |         |          |
| a, Furniture                                      |                             |         | 671.2    |
| b, Poster   |                             |         | 50.0     |
| c, Rope   |                             |         | 20.0     |
| d, Stationery                                     |                             |         | 20.0     |
| e, Wall banner                                    |                             |         | 610.0    |
| f, Band   |                             |         | 15.0     |
| Souvenir  |                             |         |          |
| a, Booklet  | (\$1 x 500 + \$1.5 x 200)   |         | 800.0    |
| b, Folder   | (\$1.2 x 200 + \$1.3 x 324) |         | 661.2    |
| c, Mobile Chain                                   | (\$7 x 46)                  |         | 322.0    |
| d, Newsletter                                     |                             |         | 300.0    |
| 7.2 Orientation Programme 2008 - Orientation Day  |                             |         |          |
| Entrance Fee                                      | (\$20 x 40)                 | 800.0   |          |
| Booklet   |                             |         | 23.0     |
| Game Material                                     |                             |         | 29.8     |
| Prize   |                             |         | 190.0    |
| Refreshment                                       |                             |         | 600.0    |
| 7.3 Orientation Programme 2008 - Orientation Camp |                             |         |          |
| Camp Fee  |                             |         |          |
| a, Executive Committee Member                     | (\$350 x 13)                | 4550.0  |          |
| b, Freshmen                                       | (\$350 x 51)                | 17850.0 |          |
| c, Helper   | (\$150 x 19)                | 2850.0  |          |
| Sponsor from shop                                 |                             |         |          |
| a, AIG  |                             |         | 450.0    |
| b, Iterative                                      |                             |         | 1305.0   |
| c, U-Life   |                             |         | 1010.0   |
| Camp Fee  | (\$64 x 90)                 |         | 5760.0   |
| Camp Fire   |                             |         |          |
| a, Inflammable Items                              |                             |         | 15.0     |
| b, Kerosene                                       |                             |         | 28.0     |
| c, Linen Rope                                     | (\$4 x 2)                   |         | 8.0      |
| d, Wood   |                             |         | 720.0    |
| Camp Tee  | (\$24.5 x 230)              |         | 5635.0   |
| Food  |                             |         |          |
| a, BBQ  |                             |         | 3902.0   |
| b, In-camp  | (\$58 x 90)                 |         | 5220.0   |
| c, Food and Drinks for freshmen                   |                             |         | 902.1    |
| Group product                                     |                             |         | 337.9    |
| Transportation                                    |                             |         | 3511.0   |
| Miscellaneous                                     |                             |         |          |
| a, Battery  |                             |         | 89.7     |
| b, Plastic Bag                                    | (\$17.9 x 2)                |         | 35.8     |
| c, Recording Tape                                 |                             |         | 78.0     |
| Water Game Materials                              |                             |         | 120.0    |
| 7.4 Orientation Programme 2008 - Closing Ceremony |                             |         |          |
| DVD   | (\$3.3 x 80)                |         | 264.0    |
| Poster  | (\$2 x 2)                   |         | 4.0      |
| Prize   |                             |         | 192.2    |
| Stationery  |                             |         | 3.0      |
| Total   |                             | 28815.0 | 31137.9  |
| Surplus/(Deficit)                                 |                             |         | (2322.9) |

|                                     |            |         |  |
|-------------------------------------|------------|---------|--|
| 8 Early Mixer                       |            |         |  |
| Funding from Department             | 3193.5     |         |  |
| Refreshment                         |            | 3065.0  |  |
| Miscellaneous                       |            | 128.5   |  |
| Total                               | 3193.5     | 3193.5  |  |
| Surplus/(Deficit)                   |            | 0.0     |  |
| 9 Semester Commencement Dinner      |            |         |  |
| Entrance Fee                        | 6240.0     |         |  |
| Sponsor from Teaching Staff         | 100.0      |         |  |
| Catering Fee                        |            | 6878.0  |  |
| Poster                              |            | 12.0    |  |
| Total                               | 6340.0     | 6890.0  |  |
| Surplus/(Deficit)                   |            | (550.0) |  |
| 10 Career Forum                     |            |         |  |
| Sponsor from CEDARS                 | 200.0      |         |  |
| Booklet (\$0.75 x 100)              |            | 75.0    |  |
| Drinks (\$174.8 + \$3.1 x 4)        |            | 187.2   |  |
| Leaflet (\$0.5 x 100)               |            | 50.0    |  |
| Printing Souvenir and Name Tag      |            | 5.0     |  |
| Promotion                           |            |         |  |
| a, Banner                           |            | 144.0   |  |
| b, Easy Stand                       |            | 75.0    |  |
| c, Poster(A2)                       | (\$35 x 5) | 175.0   |  |
| d, Poster(A3)                       | (\$2 x 22) | 44.0    |  |
| Total                               | 200.0      | 755.2   |  |
| Surplus/(Deficit)                   |            | (555.2) |  |
| 11 Halloween Sweet Sale             |            |         |  |
| Selling Halloween Sweet (\$10 x 70) | 700.0      |         |  |
| Decoration                          |            |         |  |
| a, Broom                            |            | 15.0    |  |
| b, Color Paper                      |            | 10.8    |  |
| c, Cotton                           |            | 10.0    |  |
| d, Spider                           |            | 20.0    |  |
| Halloween Sweet                     |            | 483.1   |  |
| Packing Material                    |            |         |  |
| a, Bag (\$10 x 8)                   |            | 80.0    |  |
| b, Rope                             |            | 20.0    |  |
| Photographic paper                  |            | 68.0    |  |
| Poster (\$2 x 11)                   |            | 22.0    |  |
| Total                               | 700.0      | 728.9   |  |
| Surplus/(Deficit)                   |            | (28.9)  |  |
| 12 Donation of Smiles               |            |         |  |
| Sponsor from Teaching Staff         | 550.0      |         |  |
| Charity                             |            | 550.0   |  |
| Poster (\$2 x 15)                   |            | 30.0    |  |
| Sticker                             |            | 290.0   |  |
| Total                               | 550.0      | 870.0   |  |
| Surplus/(Deficit)                   |            | (320.0) |  |

|  |            |        |        |
|--|------------|--------|--------|
| 13 Cyber Spot 2008                           |            |        |        |
| Entrance Fee for Cyber Dinner (\$120 x 58)   |            | 6960.0 |        |
| Sponsor from Department                      |            | 500.0  |        |
| Sponsor from Shop                            |            | 250.0  |        |
| Sponsor from Teaching Staff                  |            | 200.0  |        |
| Poster(A3)                                   | (\$2 x 6)  |        | 12.0   |
| Poster(A4)                                   | (\$1 x 24) |        | 24.0   |
| Poster for Recruiting Organizing Committee   | (\$2 x 6)  |        | 12.0   |
| Opening Ceremony                             |            |        |        |
| a, Balloon (\$12 x 3)                        |            |        | 36.0   |
| Sport Game                                   |            |        |        |
| a, Gift                                      |            |        | 19.0   |
| b, Stationery                                |            |        | 52.5   |
| c, Whistle                                   |            |        | 10.0   |
| Cyber Dinner and Closing Ceremony            |            |        |        |
| a, Catering Fee (\$110 x 58)                 |            | 6380.0 |        |
| b, Closing Ceremony board                    |            | 49.0   |        |
| c, Leaflet                                   |            | 109.2  |        |
| d, Lucky Draw                                |            | 1083.5 |        |
| e, Souvenir                                  |            | 76.0   |        |
| Total  |            | 7910.0 | 7863.2 |
| Surplus/(Deficit)                            |            |        | 46.8   |
| 14 2008-2009 First Semester Mixer            |            |        |        |
| Funding from Department                      |            | 3887.1 |        |
| Poster                                       |            |        | 12.0   |
| Refreshment                                  |            |        | 3875.1 |
| Total  |            | 3887.1 | 3887.1 |
| Surplus/(Deficit)                            |            |        | 0.0    |
| 15 2008-2009 First Semester Superpass Dinner |            |        |        |
| Entrance Fee (\$45 x 48)                     |            | 2160.0 |        |
| Catering Fee (\$35 x 48)                     |            |        | 1680.0 |
| Poster (\$2 x 14)                            |            |        | 28.0   |
| Roast Pig                                    |            |        | 450.0  |
| Red Pocket (\$13 x 48)                       |            |        | 62.4   |
| Total  |            | 2160.0 | 2220.4 |
| Surplus/(Deficit)                            |            |        | (60.4) |

## D. Details of Welfare Item

## 1. Purchases and Stock

|                                    | Purchases |                |                | Opening Stock |                |               | Closing Stock |                |               |
|------------------------------------|-----------|----------------|----------------|---------------|----------------|---------------|---------------|----------------|---------------|
|                                    | Quantity  | Unit Cost (\$) | Amount (\$)    | Quantity      | Unit Cost (\$) | Amount (\$)   | Quantity      | Unit Cost (\$) | Amount (\$)   |
| CD-R                               | 50        | 1.4            | 68.0           | 22            | 1.2            | 26.4          | 31            | 1.4            | 42.2          |
| Departmental Folder                |           |                |                | 372           | 1.3            | 483.6         |               |                |               |
| Departmental Jacket                |           |                |                | 4             | 102.0          | 408.0         |               |                |               |
| Departmental Mobile Chain          |           |                |                | 91            | 7.0            | 637.0         | 33            | 7.0            | 231.0         |
| Departmental Windbreaker           |           |                |                | 6             | 105.0          | 630.0         | 6             | 105.0          | 630.0         |
| DVD-R                              | 50        | 1.9            | 95.0           | 11            | 1.6            | 17.6          | 35            | 1.9            | 66.5          |
| Floppy                             |           |                |                | 6             | 1.5            | 9.0           |               |                |               |
| Society Folder                     | 300       | 1.4            | 420.0          |               |                |               | 90            | 1.4            | 126.0         |
| Society Jacket (2008 - 2009)       |           |                |                |               |                |               |               |                |               |
| a, with name                       | 41        | 84.0           | 3444.0         |               |                |               |               |                |               |
| b, without name                    | 59        | 69.0           | 4071.0         |               |                |               | 14            | 69.0           | 966.0         |
| Society Memo Pad                   | 120       | 3.8            | 450.0          |               |                |               |               |                |               |
| Society Mobile Chain (2006 - 2007) |           |                |                | 12            | 12.0           | 144.0         | 4             | 0.0            | 0.0           |
| Society Mobile Chain (2008 - 2009) | 150       | 9.8            | 1470.0         |               |                |               | 88            | 9.8            | 862.4         |
| Society Paper (2007 - 2008)        |           |                |                | 85            | 9.0            | 765.0         | 72            | 0.0            | 0.0           |
| Society Paper (2008 - 2009)        | 100       | 10.0           | 1000.0         |               |                |               | 17            | 10.0           | 170.0         |
| Society Polo Shirts                | 130       | 38.0           | 4940.0         |               |                |               | 51            | 38.0           | 1938.0        |
| Society T-Shirt                    |           |                |                | 74            | 24.7           | 1827.8        | 61            | 0.0            | 0.0           |
| Tissue                             | 360       | 0.7            | 250.0          |               |                |               | 221           | 0.7            | 153.5         |
| Total                              |           |                | <u>16208.0</u> |               |                | <u>4948.4</u> |               |                | <u>5185.5</u> |

## 2. Sales

|   | Unit Price (\$) | Quantity | Amount (\$) |
|---|-----------------|----------|-------------|
| CD-R  | 1.5             | 41       | 61.5        |
| Departmental Folder                                       | 1.7             | 3        | 5.0         |
| Departmental Jacket                                       | 120.0           | 4        | 480.0       |
| Departmental Mobile Chain                                 | 10.0            | 5        | 50.0        |
| DVD-R   | 2.0             | 26       | 52.0        |
| Society Folder  | 1.3             | 63       | 84.0        |
| Society Jacket (2008 - 2009)                              |                 |          |             |
| a, Member with name                                       | 95.0            | 10       | 950.0       |
| b, Member without name                                    | 80.0            | 21       | 1680.0      |
| c, Non-member with name                                   | 105.0           | 5        | 525.0       |
| d, Non-member without name                                | 90.0            | 2        | 180.0       |
| Society Memo Pad  | 4.0             | 120      | 480.0       |
| Society Mobile Chain (2006 - 2007)                        | 12.0            | 8        | 96.0        |
| Society Mobile Chain (2008 - 2009)                        |                 |          |             |
| a, Member   | 12.0            | 10       | 120.0       |
| b, Non-member   | 15.0            | 3        | 45.0        |
| Society Paper (2007 - 2008)                               |                 |          |             |
| a, Member   | 7.0             | 5        | 35.0        |
| b, Non-member   | 10.0            | 1        | 10.0        |
| Society Paper (2008 - 2009)                               |                 |          |             |
| a, Member   | 10.0            | 20       | 200.0       |
| b, Non-member   | 12.0            | 14       | 168.0       |
| Society Polo Shirts                                       |                 |          |             |
| a, Member   | 45.0            | 26       | 1170.0      |
| b, Non-member   | 50.0            | 4        | 200.0       |
| Society T-Shirt   |                 |          |             |
| a, Member   | 20.0            | 5        | 100.0       |
| b, Non-member   | 28.0            | 1        | 28.0        |
| Tissue  | 1.0             | 139      | 139.0       |
| Welfare Package (1st Welfare Week)                        | 30.0            | 7        | 210.0       |
| Welfare Package for Engineering Year 1 (2nd Welfare Week) |                 |          |             |
| a, with Jacket and name                                   | 165.0           | 3        | 495.0       |
| b, with Jacket and without name                           | 150.0           | 5        | 750.0       |
| Welfare Package for Member (2nd Welfare Week)             |                 |          |             |
| a, with Jacket and name                                   | 155.0           | 23       | 3565.0      |
| b, with Jacket and without name                           | 140.0           | 17       | 2380.0      |
| c, without Jacket   | 70.0            | 1        | 70.0        |

## Total

14328.5

## 3. Surplus and Deficit

|                          |         |               |
|--------------------------|---------|---------------|
|                          | \$      | \$            |
| Sales                    |         | 14328.5       |
| Less: Cost of Items Sold |         |               |
| Opening Stock            | 4948.4  |               |
| Add: Purchases           | 16208.0 |               |
| Less: Closing Stock      | 5185.5  |               |
| sub-total                |         | 15970.9       |
| Deficit in Welfare Items |         | <u>1642.4</u> |

## E. Details of Prepaid Membership Fee

## 1. Prepaid Membership Fees b/f from Session 2007 - 2008

| Expiry Year | No. of members | Prepaid Amount (\$) | Sub-total (\$) |
|-------------|----------------|---------------------|----------------|
| 2008        | 53             | 17.5                | 927.5          |
| 2009        | 61             | 52.5                | 3202.5         |
| 2010        | 76             | 87.5                | 6650.0         |

Total 10780.0

## 2. Prepaid Membership Fee c/f

| Expiry Year | No. of members | Prepaid Amount (\$) | Sub-total (\$) |
|-------------|----------------|---------------------|----------------|
| 2009        | 61             | 17.5                | 1067.5         |
| 2010        | 76             | 52.5                | 3990.0         |
| 2011        | 62             | 90.0                | 5580.0         |

Total 10637.5

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