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Annual Report of

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

Session 2009 – 2010

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2. Terminology

Terms	Meaning
BEng	Bachelor of Engineering
Bioinf	Bioinformatics
CS	Computer Science
Civil	Civil Engineering
EE	Electronic Engineering
LESCM	Logistics Engineering and Supply Chain Management
IS/CS	Information Systems/Computer Science
the Members	All members of CSA, ENS, H.K.U.S.U.
the Freshmen	First year intake of Bioinformatics, Computer Science, Computer Science/Information Systems and year 1 students of the Faculty of Engineering, The University of Hong Kong during the Orientation Period stated by Orientation Affairs Committee
the Department	Department of Computer Science, The University of Hong Kong
the University	The University of Hong Kong

3. Preface

It comes to the end of the 15th session of CSA, ENS, H.K.U.S.U. The number "15" is nothing special itself but meaningful for us—CaSa. We carried out the duties promised and also endeavored to make changes to the association in this meaningful crystal anniversary year.

To organize something inspiring to our members is what we expected to do during the session. Although it is not an easy task, with the dedication to our mission, we eventually organized 18 activities while kept providing welfare to the Members throughout the year. Thanks to my fellow executive committee members, we successfully enlarged the scale of some activities. The bonding of the Members and the Department was also strengthened.

The newly added program, CS Friends Club, was a mentorship program launched in order to build up the friendship between the Members and the Freshmen. Enrichment of their understanding about CS was another crucial point of the program. The number of BEng1 students who has declared Computer Science as their major remained the same as the previous year. On the other hand, our Mac OS X Snow Leopard Tutorial. also did a great job on promoting CSA, ENS, H.K.U.S.U. to public. It attracted lots of non-member to join and I am sure that the participants appreciated what CSA, ENS, H.K.U.S.U. had done.

Our alumni and associate members are very important to CSA, ENS, H.K.U.S.U. Therefore, we tried our best to maintain our linkages with them. With the excellent job of the Organizing Committee of CS Festival 2009 – Annual Dinner, we successfully invited a significant amount of alumni to join the CS Festival 2009 – Annual Dinner.

In the end, I would like to say thank you to our dearest members. Without their support to the association, it would be hard for us to be motivated and serve the Members continuously. Also, we thank the Department for its generous daily support. I believe all our members enjoyed the activities and welfare we provided and we sincerely hope that the upcoming cabinet will keep this tradition and continue to serve our member with honesty and integrity.

Chu Sai Yiu, Lawrence
Chairperson
Computer Science Association,
Engineering Society,
H.K.U.S.U.,
Session 2009 – 2010

4. 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 By-election 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.
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.

5. Agenda of Annual General Meeting of CSA, ENS, H.K.U.S.U., Session 2009 – 2010

Annual General Meeting of
Computer Science Association,
Engineering Society, H.K.U.S.U.,
Session 2009 – 2010

Date: 7th March 2010 (Sunday)
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, Engineering Society, H.K.U.S.U., Session 2008 – 2009
5. To elect the office bearers of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2010 – 2011
6. To receive and adopt the Annual Functional Report of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2009 – 2010
7. To receive and adopt the Annual Financial Report of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2009 – 2010
8. To receive and adopt the Annual Budget of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2010 – 2011
9. To elect the Honorary Members, if any
10. To amend the Constitution, if any
11. Any Other Business
12. Adjournment

Prepared by

Chu Sai Yiu, Lawrence
Chairperson
Computer Science Association,
Engineering Society,
H.K.U.S.U.,
Session 2009 – 2010

6. Minutes of Annual General Meeting of CSA, ENS, H.K.U.S.U., Session 2008 – 2009

Minutes of Annual General Meeting, Session 2008 – 2009
Computer Science Association, Engineering Society, H.K.U.S.U.
Held in Room 308, Chow Yei Ching Building, The University of Hong Kong
Started at 10:30, 22nd February, 2009

Chairperson: Ng Che Kit, CS2
Chairperson, Session 2008 – 2009
Computer Science Association, Engineering Society, H.K.U.S.U.

Secretary: Ng Ho Lam, CS2
Internal General Secretary, Session 2008 – 2009
Computer Science Association, Engineering Society, H.K.U.S.U.

Returning Officers: Chan Yu Kwan, CivE-Law1
External Vice-chairperson, Session 2009 – 2010
Civil Engineering Society, Engineering Society, H.K.U.S.U.

Fung Ka Hon, EComE1
Chairperson, Session 2009 – 2010
Electrical and Electronic Engineering Association,
Engineering Society, HKUSU

Ho Chun Yan, CivE1
Chairperson, Session 2009 – 2010
Civil Engineering Society, Engineering Society, H.K.U.S.U.

Lai Chung Tim, EE1
Internal Vice-chairperson, Session 2009 – 2010
Electrical and Electronic Engineering Association,
Engineering Society, HKUSU

1. Call to order

Wong Wai Kit (CS3) asked what rights the Associate Members had in the meeting.

Chairperson replied that the Associate Members had no speaking rights in the meeting, but they could be granted to speak by any person having speaking rights in the meeting if they wanted.

Wong Wai Kit (CS3) asked if the regret motion can be proposed in the meeting.

Chairperson replied yes and if there was objection to the motion, then a voting would be initiated and if no. of votes for agreeing were larger than that for against, then the motion would be carried.

2. To appoint the acting Honorary Secretary

Chairperson asked for people willing to be the acting Honorary Secretary to propose themselves.

Ng Ho Lam (Internal General Secretary) said that he was willing to be the acting Honorary Secretary.

At 10:34, Chairperson received Motion 01.
"To appoint Ng Ho Lam (UID: 2007190438) to be the acting Honorary Secretary"
Proposed by, Yim Lok Hin (Internal Vice-chairperson)
Seconded by, Chung Man Ho (External Vice-chairpserson)

Resolution: No Discussion/Objection, Motion Carried.

At 10:35, Chairperson announced that Ng Ho Lam (Internal General Secretary) was appointed as the acting Honorary Secretary.

3. To receive and adopt the agenda

Lo Sung Lai Sunny (CS3) asked where to adopt the Welfare and Services Report and the External Affairs Report as they were not included in the Annual Functional Report.

Ng Che Kit (Chairperson) replied that they could be adopted at the agendum 7 although they were not included in the agenda.

Wong Wai Kit (CS3) commented that Chairperson could answer the question directly without addressing himself and asked where to ask the Beach Activity as it was not included in the Functional Report.

Chairperson replied that as it was not included in the Year Plan, it was not included in the Functional Report. But any question about it could be asked at Any Other Business (agendum 12) if needed.

Lo Sung Lai Sunny (CS3) asked where to ask the general duty of the Committee members, e.g. when to on duty.

Chairperson replied that as the General Report in the Annual Functional Report included the general duty, it could be asked when discussing the General Report, if needed.

Wong Wai Kit (CS3) asked where to ask the Campaign and how to recruit then next cabinet.

Chairperson replied that they could be asked when discussing the General Report as it was related to the general duty.

Ng Wing Yin (CS3) asked where to ask about misspelling on her name in the Annual Report.

Yim Lok Hin (Internal Vice-chairperson) replied that it could be asked in agendum 7.

Lo Sung Lai Sunny (CS3) asked if the amendment sheet was needed to adopt.

Ng Ho Lam (Internal General Secretary) replied that as the amendment sheet was a part of the Annual Report, it would be adopted together with the Annual Report.

Wong Wai Kit (CS3) asked to ask questions about the Beach Activity for himself as he might not present at the meeting for too long.

Chairperson approved.

Wong Wai Kit (CS3) asked why an email notified the Beach Activity was postponed and eventually it was not.

Chairperson replied that as the weather was poor even after postponed and in order to prevent affecting other activities, it was decided to cancel.

Wong Wai Kit (CS3) asked if it meant that the cancellation of the Beach Activity was not needed to notify.

Chung Man Ho (External Vice-chairperson) was sorry that they did not send email.

Wong Wai Kit (CS3) commented that he was disappointed that there was no the Beach Activity and he hoped that the Committee members did not apologised too much but gave explanations as they were going to leave off.

So Man Ho (CS3) notified the next cabinet that if an activity was cancelled, then all Members must be notified.

Wong Wai Kit (CS3) asked to grant him to ask questions for call to order.

Chairperson approved.

Wong Wai Kit (CS3) asked if the sound in the meeting was recorded.

Chung Man Ho (External Vice-chairperson) replied yes.

Wong Wai Kit (CS3) asked where to record.

Yim Lok Hin (Internal Vice-chairperson) replied the sound was recorded by the 2 computers below the stage in front of him.

Wong Wai Kit (CS3) asked if they should talk louder.

Chung Man Ho (External Vice-chairperson) replied yes.

Wong Wai Kit (CS3) commented that the Committee should preserve the sound record well, otherwise there would be problem when making AGM minutes.

So Man Ho (CS3) asked if there were date, time and venue in the agenda on the board as they were missing in it.

Chairperson replied yes as it was missing when composing and suggested the Committee to add them on.

Wong Wai Kit (CS3) asked if there was a time limit on the meeting, e.g. a week.

Chung Man Ho (External Vice-chairperson) replied that as the Returning Officer was not available after 24 hours, if the meeting could not be ended after 24 hours, it should be adjourned and resumed on next week.

Wong Wai Kit (CS3) asked what the Committee should do if the Committee could not leave off in time so the next cabinet could not start to hold activities such as Inauguration Ceremony.

Chung Man Ho (External Vice-chairperson) replied that the Committee would help them to prepare Inauguration Ceremony if so, and if they lost the election, then Inauguration Ceremony would be cancelled.

Sit Tsz Yan (CS3) commented that the date of the meeting and the agenda should be consistent.

So Man Ho (CS3) commented that the date, time and venue should also be added into the agenda in the Annual Report.

At 10:50, Chairperson received Motion 02.
"To receive and adopt the agenda"
Proposed by, Lo Sung Lai Sunny (CS3)
Seconded by, So Man Ho (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 2007 – 2008

Lo Sung Lai Sunny (CS3) asked to grant him to give comment on the minutes.

Chairperson approved.

Lo Sung Lai Sunny (CS3) commented that if there was problem in the signature in the minutes, do not mind to ask them to sign 1 more time.

Wong Wai Kit (CS3) asked if all Committee members had read the minutes.

Chairperson asked for the Committee members raising their hands if read.

Wong Wai Kit (CS3) asked if the Committee was responsible for notifying them if the minutes was found to have something wrong, although he was responsible for it too.

Chairperson replied yes and apologised as he had found something wrong in the minutes.

Wong Wai Kit (CS3) asked if the Committee knew all ex-Committee members in Session 2007 – 2008 had read it.

Chairperson believed that all ex-Committee members had read it as Lo Sung Lai Sunny (CS3), the author of the minutes and Wong Wai Kit (CS3), the ex-Chairperson of CSA, HKU in Session 2007 – 2008 had read it.

Lo Sung Lai Sunny (CS3) apologised that he did not ask his cabinet colleagues to review the minutes and suggested the Committee to do so.

Wong Wai Kit (CS3) commented that the minutes should be reviewed by all cabinet colleagues as the minutes may record that a person, e.g. Fung Shiu Hang, had spoken some foul languages mistakenly.

Chu Sai Yiu (CS1) asked if the minutes was prepared by the Honorary Secretary only without other's help.

Cheung Wai Fung (CS3) replied that she would help Ng Ho Lam (Internal General Secretary) to prepare the minutes of AGM in Session 2008 - 2009.

Wong Wai Kit (CS3) said he did not understand why the Constitution said that minutes were prepared by Internal General Secretary only but others were allowed to prepare as well.

Yim Lok Hin (CS3) replied that Ng Ho Lam (CS3) was the PIC for preparing the Annual Report only by checking the format and consistency and all Committee members were responsible for the contents in the report.

Wong Wai Kit (CS3) hoped that Yim Lok Hin (CS3) spoke the word "PIC" in the standard form and was appreciate that the Committee members help to prepare the Annual Report as it was a big task.

At 11:00, Chairperson received Motion 03.

"To receive and adopt the minutes off the Annual General Meeting, Computer Science Association, The University of Hong Kong, Session 2007 - 2008"

Proposed by, Lo Sung Lai Sunny (CS3)

Seconded by, So Man Ho (CS3)

Resolution: No Discussion/Objection, Motion Carried.

5. To receive and adopt the minutes of the 1st Extraordinary General Meeting, Computer Science Association, The University of Hong Kong, Session 2008 – 2009

Wong Wai Kit (CS3) asked if the minutes was needed to adopt and what happen if it was not adopted.

Chairperson replied yes after they had reviewed the minutes, found problems in it and improved it.

Wong Wai Kit (CS3) asked if the minutes could be changed after adopted.

Chairperson replied no.

Wong Wai Kit (CS3) asked if he could ask for amending the Constitution at that time.

Chairperson replied yes if the part asked for amending was related to the meeting and more than 2/3 of the Members present in the meeting agreed, then the agendum was added to AOB.

Wong Wai Kit (CS3) asked if the amended Constitution was taken effect immediately.

Yim Lok Hin (Internal Vice-chairperson) replied yes.

At 11:06, Chairperson received Motion 04.

"To receive and adopt the minutes of the 1st Extraordinary General Meeting, Computer Science Association, The University of Hong Kong, Session 2008 – 2009"

Proposed by, Lo Sung Lai Sunny (CS3)

Seconded by, So Man Ho (CS3)

Resolution: No Discussion/Objection, Motion Carried.

Wong Wai Kit (CS3) asked to grant him to ask a question on the agenda.

Chairperson approved.

Wong Wai Kit (CS3) asked why there was agendum 11 in the agenda but no one asked for amending the Constitution.

Chairperson replied that the agendum was used for discussing the amendment of the Constitution if any.

6. To elect the office bearers of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2009 – 2010

Chairperson explained the voting procedure.

The next cabinet introduced themselves.

Lo Sung Lai Sunny (CS3) commented that the next cabinet should be granted first before introducing themselves.

Chairperson apologised for forgetting to grant the next cabinet to introduce themselves and announced to start voting as there were 32 Members present which were greater than the quorum (30).

Resolution: A total of 32 members casted their votes, among whom
26 votes for the nominated cabinet "Casa",
2 votes against,
2 votes abstained, and
2 votes invalidated,
Motion Carried.

Chairperson announced that "Casa" would become the cabinet of Computer Science Association, Engineering Society, H.K.U.S.U., Session 2009 – 2010.

Chu Sai Yiu (CS1) asked to grant him to thank for the support.

Chairperson approved.

Chu Sai Yiu (CS1) thanked for the support.

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

So Man Ho (CS3) asked to grant him to ask questions about the Annual Report.

Chairperson approved.

So Man Ho (CS3) asked why the Committee chose that bookbinding method.

Ng Ho Lam (Internal General Secretary) replied that as it was cheap.

Fung Shiu Hang (CS3) asked how cheap it was.

Ng Ho Lam (Internal General Secretary) replied that there were 40 Annual Reports and $10 for each, according to the Annual Financial Report.

Lo Sung Lai Sunny (CS3) asked where the price could be seen in the Annual Report.

Lau Kim Yuk (Financial Secretary) replied that on the page 182 in the Annual Report.

So Man Ho (CS3) asked where the Annual Reports were printed.

Lau Mei Ying (Welfare Secretary) replied that they were printed at 太陽便利店.

So Man Ho (CS3) commented that in the past, the Annual Reports were printed at there as well and booklets printed at there were durable, decent and good-looking. They believed that they could publish a new version of Annual Report in their session, but eventually not due to the finalised Annual Financial Report.

Ng Wing Yin (CS3) asked if her name would be corrected.

Ng Ho Lam (Internal General Secretary) replied yes.

Lo Sung Lai Sunny (CS3) asked where and how to correct.

Chairperson suggested publishing the amended Annual Report in soft copy.

Lo Sung Lai Sunny (CS3) hoped that it could be corrected before he graduated.

Lo Sung Lai Sunny (CS3) asked how many Associate Members in that year.

Wong Yuet Yi (Marketing Secretary) replied 21.

So Man Ho (CS3) asked where that number could be found in the Annual Report.

Wong Yuet Yi (Marketing Secretary) replied that that number was not recorded in the Annual Report.

Lo Sung Lai Sunny (CS3) hoped the number of the Associate Members could be added into the Annual Report as the Associate Members had paid the subscription fees to the Association as well.

So Man Ho (CS3) commented that that number was not added in the Annual Report in the past as there was no Associate Member in the past, but nowadays that number was increasing.

Lo Sung Lai Sunny (CS3) asked where to hold the Executive Committee Meetings.

Yim Lok Hin (Internal Vice-chairperson) replied that there was no fix place, but the meetings were held at there.

Lo Sung Lai Sunny (CS3) asked what the attendant rate was.

Chairperson replied that it was almost 100%, but some were late or early left.

So Man Ho (CS3) asked if all meetings were recorded in minutes.

Ng Ho Lam (Internal General Secretary) replied yes.

So Man Ho (CS3) commented that it was good.

Ng Yan Kit (CS1) said that his name in the Nomination List was wrong and his name was Ted but not Tec.

Chairperson said that his name could not be modified as the Nomination List had been signed.

Lo Sung Lai Sunny (CS3) commented that the Nomination List should be read carefully before signed, otherwise the consequence could be serious.

So Man Ho (CS3) asked why there was 1 member in Bioinfo1 recorded in the General Report.

Wong Yuet Yi (Marketing Secretary) asked if he needed to know that member's name.

So Man Ho (CS3) replied yes.

Yim Lok Hin (Internal Vice-chairperson) replied that he did not know the full name, but that member's English name was Michelle which was a girl.

So Man Ho (CS3) commented that it was good to see a member in Bioinfo and hope to see more members in Bioinfo.

Lo Sung Lai Sunny (CS3) asked if there was any resource granted by the Department in that year.

Chairperson replied that as a cabinet was replaced, there were 2 cabinets in total.

Chung Man Ho (External Vice-chairperson) added that the Department had granted them a cloth to hide the CS' Area.

Lo Sung Lai Sunny (CS3) asked for the committee to comment the cleanliness of the CS' Area.

Wong Yuet Yi (Marketing Secretary) replied that she was responsible for it and it was fair.

So Man Ho (CS3) commented that the CS' Area was in a mess sometimes and asked how long that situation persisted.

Wong Yuet Yi (Marketing Secretary) replied that that situation persisted for 4 months, from Orientation Programme 2008 – Orientation Camp to Cyber Spot 2008.

Chairperson commented that it was not a short term.

Cheng Sum Yee (CS3) asked if all the Committee members cleaned the CS' Area or Wong Yuet Yi (Marketing Secretary) only.

Wong Yuet Yi (Marketing Secretary) replied that only she and Tsung Shun Lun (Sports Secretary).

Lo Sung Lai Sunny (CS3) asked if they were harsh.

Tsang Shun Lun (Sports Secretary) replied that it was efficient for only 2 people to clean as it would be inefficient for too many people so every Committee member could clean it when he wanted.

Wong Yuet Yi (Marketing Secretary) replied that the whole Committee had clean it for 1 time after they had just token the posts.

Lo Sung Lai Sunny (CS3) commented that the CS' Area was mysterious and was appreciate that it was not harsh for cleaning it.

Cheng Sum Yee (CS3) commented that the CS' Area was in a mess when the Orientation Camp came, so the whole Committee had responsibilities for cleaning it, as the cleanliness of it affected others to look upon CSA and the Department. The Department complained it was in a mess 2 years before.

So Man Ho (CS3) asked if the Committee had been granted other resources from HKUSU.

Chung Man Ho (External Vice-chairperson) replied no and there was grammatical mistake in the words "several resources" in the General Report.

Lo Sung Lai Sunny (CS3) asked who responsible for the webpage of the Committee.

Chung Man Ho (External Vice-chairperson) replied that he was responsible for it.

Lo Sung Lai Sunny (CS3) asked if it was updated frequently.

Chung Man Ho (External Vice-chairperson) replied that it was updated irregularly and infrequently.

So Man Ho (CS3) asked how many times other places in the webpage, e.g. the photo album, was updated.

Chung Man Ho (External Vice-chairperson) replied that the photo album had been updated for 2 times.

Ng Wing Yin (CS3) asked for the Committee member knowing about PHP raised

up his hand.

Lo Sung Lai Sunny (CS3) commented that he was satisfied the update frequency of the webpage and disappointed that the newsletter in October a year before was upload on February, the webpage of welfare was constructed 1 week before and the one of career was even under construction. He asked for other Committee members could help to maintain the webpage if they knew PHP.

So Man Ho (CS3) commented that PHP was not needed to know as Apex could follow the way of Eager to try to update it by opening the file of the webpage and inserting the content in it.

Lo Sung Lai Sunny (CS3) asked in what order the activities in the webpage were arranged.

Chung Man Ho (External Vice-chairperson) replied that in the order of the year plan.

Lo Sung Lai Sunny (CS3) commented that there was dead link when using Internet Explorer to browse the webpage and suggested the next cabinet fixing it.

At 11:53, Chairperson announced that the position of Chairperson was transferred to Yim Lok Hin (Internal Vice-chairperson).

So Man Ho (CS3) asked if the order of the year plan was changed.

Chung Man Ho (External Vice-chairperson) replied yes.

So Man Ho (CS3) asked if that in the webpage was changed also.

Chung Man Ho (External Vice-chairperson) replied yes also.

So Man Ho (CS3) commented that there were problems of "Cyber Spot 2008 – Free Game" and "3-on-3 Basketball" recorded in the webpage and reminded the next cabinet to update the webpage if the year plan was changed.

Sit Tsz Yan (CS3) asked if the CS' Area had something not belonging to the Committee.

Ng Che Kit (Chairperson) replied yes, the flooring socket belonged to the Department and some personal belongings belonged to Lau Wai Yin (Assoc).

So Man Ho (CS3) asked if the trolley of Wellcome belonged to the Committee.

Ng Che Kit (Chairperson) replied that he did not know and they tried to return it but no time. He reminded that the next cabinet returned it.

Sit Tsz Yan (CS3) asked how to handle Lau Wai Yin (Assoc)'s belongings.

Ng Che Kit (Chairperson) replied that they would collect and specify his belongings and reminded the next cabinet to contact him.

Lo Sung Lai Sunny (CS3) commented that those things had existed for a long time in the CS' Area so some spare time could have been found to handle them.

So Man Ho (CS3) asked who owned the books on the bookshelf in the CS' Area.

Ng Che Kit (Chairperson) replied that as the ex-cabinet said that those books had remained at there for many years and their owners were unknown, they were collected and not cleared. He reminded the next cabinet to clear them away if no one got them back.

Lo Sung Lai Sunny (CS3) hoped that the books would not be passed on and let the CS' Area become a junk room.

Cheng Sum Yee (CS3) commented that other things and books as well could be given to the Members, or the Committee just threw them away.

Lo Sung Lai Sunny (CS3) asked how many mass emails had been sent.

Ng Che Kit (Chairperson) replied that 20 to 30.

Lo Sung Lai Sunny (CS3) commented that it was too few and he would ask the reason for every activity.

So Man Ho (CS3) asked when the Committee on duty was and how many people on duty.

Chung Man Ho (External Vice-chairperson) replied that 2 to 3 people.

So Man Ho (CS3) asked where the Committee on duty was.

Chung Man Ho (External Vice-chairperson) replied that if the CS' Area had place, then they were on duty in it, otherwise outside it.

Lo Sung Lai Sunny (CS3) asked how about if there was tutorial at outside of the CS' Area when they were on duty.

Chung Man Ho (External Vice-chairperson) replied that if there was counter set, then they were on duty at there, otherwise cancel it.

Lo Sung Lai Sunny (CS3) replied that that was why the CS' Area should be clear as the Members usually found the Committee in the CS' Area so the next cabinet should be reminded.

So Man Ho (CS3) asked how many Executive Committee Meetings the Committee had.

Ng Ho Lam (Internal General Secretary) replied that 53.

So Man Ho (CS3) asked how long for every meeting was held in average.

Chung Man Ho (External Vice-chairperson) replied that 3 to 6 hours.

So Man Ho (CS3) commented that 53 was too many as it was quite time-consuming and was appreciate the long time for each meeting.

So Man Ho (CS3) asked if there was any publication that could present the whole Committee.

Chung Man Ho (External Vice-chairperson) replied yes.

So Man Ho (CS3) commented that Eager obtained a $100 coupon from Banner Shop when Orientation Programme 2007 and made a stand and banner.

Ng Tsz Ching (Publication and Publicity Secretary) replied no as that banner could not be found although he had approached the ex-cabinet.

So Man Ho (CS3) commented that it was a pity as that banner was the effort of the ex-cabinet and he did not know why that banner was disappeared as they made it and used it for a long time. He added that the next cabinet could consider reusing that banner and the stand made by the ex-ex-cabinet.

Lo Sung Lai Sunny (CS3) asked for the Committee to report Valentine's Flower Sale.

Wong Yuet Yi (Marketing Secretary) asked to grant her to report Valentine's Flower Sale.

Chairperson approved.

Wong Yuet Yi (Marketing Secretary) reported Valentine's Flower Sale.

So Man Ho (CS3) asked if the evaluation was too positive.

Ng Che Kit (Chairperson) replied that someone made the flowers too slowly.

Lo Sung Lai Sunny (CS3) asked if there were flowers remained after that activity.

Wong Yuet Yi (Marketing Secretary) replied no.

So Man Ho (CS3) asked why there were 2 numbers in the number of sales.

Wong Yuet Yi (Marketing Secretary) replied that there were 37 members and 5 non-members bought the flowers.

So Man Ho (CS3) commented that number of people who had bought the flowers

should be recorded instead as recording number of flowers sold was overstated.

Fung Shiu Hang (CS3) asked when all the flowers were sold out.

Wong Yuet Yi (Marketing Secretary) replied that 16:00 at that day.

So Man Ho (CS3) asked if the Committee members had bought the flowers.

Wong Yuet Yi (Marketing Secretary) replied yes and they bought less than 20 flowers.

Sit Tsz Yan (CS3) suggested Wong Yuet Yi (Marketing Secretary) reporting that number initiatively before.

Lo Sung Lai Sunny (CS3) asked why number of flowers sold to Members in the Report on Valentine's Flower Sale was different from that in the Annual Financial Report.

Wong Yuet Yi (Marketing Secretary) replied that the Annual Financial Report was wrong.

Wong Yuet Yi (Marketing Secretary) withdrew her words and said that the former one was wrong.

Lo Sung Lai Sunny (CS3) was appreciate that the former one was wrong but not the latter one and reminded the Committee to check it carefully.

Ng Wing Yin (CS3) asked if there were card in that activity.

Wong Yuet Yi (Marketing Secretary) replied yes and people could write on the cards and stuck on the board.

Lo Sung Lai Sunny (CS3) asked where the board was.

Wong Yuet Yi (Marketing Secretary) replied that it was in the CS' Area.

So Man Ho (CS3) asked if there was any other decoration in that activity.

Wong Yuet Yi (Marketing Secretary) replied that there was poster too.

Chairperson reminded Wong Yuet Yi (Marketing Secretary) that she should be granted before adding any word.

Lo Sung Lai Sunny (CS3) asked the Committee for reporting Inauguration Ceremony.

Cheung Wai Fung (External General Secretary) asked to grant her to report Inauguration Ceremony.

Chairperson approved.

Cheung Wai Fung (External General Secretary) reported Inauguration Ceremony.

Cheng Sum Yee (CS3) asked if there was problem not recorded in the evaluation in that activity.

Cheung Wai Fung (External General Secretary) replied that taking an oath was performed badly.

So Man Ho (CS3) asked if the head of the Department was inivited.

Cheung Wai Fung (External General Secretary) replied yes and it was invited through email but there was no reply.

Cheng Sum Yee (CS3) asked in what criteria the helpers were elected.

Cheung Wai Fung (External General Secretary) replied that the helpers should be responsible, punctual and would not neglect the duties.

Cheng Sum Yee (CS3) asked if all helpers could meet the criteria.

Cheung Wai Fung (External General Secretary) replied that most of them could.

Sit Tsz Yan (CS3) asked how to reward them.

Cheung Wai Fung (External General Secretary) replied that the Committee had invited them to have 2007 – 2008 Second Semester Superpass Dinner.

Sit Tsz Yan (CS3) commented that the helpers in that activity should be treated well as they were important in that activity and they might help in Orientation Programme 2008 as well.

Lo Sung Lai Sunny (CS3) asked if the points 2 and 4 in the preparation part of the evaluation were too general.

Cheung Wai Fung (CS3) replied that as Inauguration Ceremony was usually the first activity after the Committee took the post, it was needed to recommend the next cabinet.

Lo Sung Lai Sunny (CS3) appreciated her reply.

So Man Ho (CS3) asked if the helpers were arranged to have rehearsal.

Cheung Wai Fung (External General Secretary) replied yes but only 4 helpers were convened.

Cheng Sum Yee (CS3) asked if the rehearsal had effect.

Cheung Wai Fung (External General Secretary) replied yes although not all helpers attended it.

Cheng Sum Yee (CS3) asked what sponsor had been marked for that activity.

Wong Yuet Yi (Marketing Secretary) replied that cash and refreshment were marked.

Cheng Sum Yee (CS3) asked if the sponsors were notified that that activity had gain.

Wong Yuet Yi (Marketing Secretary) replied no.

Cheng Sum Yee (CS3) asked where the cash sponsored was spent.

Wong Yuet Yi (Marketing Secretary) replied that it was spent in the Committee.

Cheng Sum Yee (CS3) commented that the Committee should declare to the sponsors that the cash sponsored belonged to the Committee if that activity had gain or the Committee could just spent it all.

Lo Sung Lai Sunny (CS3) asked why the quality of the refreshment was recorded to be good.

Cheung Wai Fung (External General Secretary) replied that other societies told them.

So Man Ho (CS3) commented that the correctness of the opinion of other societies should be judged.

Lo Sung Lai Sunny (CS3) asked why Rayson Huang Theatre was not booked if it was thought to be better as in the evaluation.

Chung Man Ho (External Vice-chairperson) replied that it was because fee should be paid to book it and gain burden to the financial budget.

Lo Sung Lai Sunny (CS3) commented that other method could be sought to book it as fee might be exempt by booking it through the Department.

So Man Ho (CS3) asked what societies not from the University was invited but did not come as a few of them had attended that activity only.

Chung Man Ho (External Vice-chairperson) replied that Computer Science Society, The Hong Kong University of Science and Technology, Engineering Society, The Hong Kong University of Science and Technology and Computer Science Society, The Chinese University of Hong Kong.

So Man Ho (CS3) commented that the Committee had invited too few societies and reminded the next cabinet to find more.

Cheng Sum Yee (CS3) hoped that the cabinet designate could join JUCA.

So Man Ho (CS3) asked how to invite the staff.

Cheung Wai Fung (External General Secretary) replied that they were invited mainly by email and some staff was given cards in person.

So Man Ho (CS3) asked if the staff was invited by mass email only.

Cheung Wai Fung (External General Secretary) replied no and private emails were sent as well.

So Man Ho (CS3) asked who and when the staff was invited in person and asked if the staff could response immediately.

Cheung Wai Fung (External General Secretary) replied that the staff was invited in person after sending emails.

So Man Ho (CS3) commented that the staff should be invited by sending personal email as many of them regarded mass emails as junk mails.

Lo Sung Lai Sunny (CS3) asked how to make the cocktail.

Chairperson replied that it was made by the food punch, orange and pineapple juice and soft drink.

Lee Chun Kit (CS1) asked Cheung Wai Fung (External General Secretary) as the PIC of that activity, how to cooperate with other the Committee members.

Cheung Wai Fung (External General Secretary) replied that PIC should try to communicate with other Committee members more.

Tsang Shun Lun (Sports Secretary) asked to grant him to report Joint Society Basketball Competition.

Chairperson approved.

Tsang Shun Lun (Sports Secretary) reported Joint Society Basketball Competition.

Lo Sung Lai Sunny (CS3) asked if Joint Societies 3-on-3 basketball competition mentioned in the Annual Financial Report meant that activity.

Tsang Shun Lun (Sports Secretary) replied yes and the amendments of that activity in the Annual Functional Report were indicated in the amendment sheet.

Fung Shiu Hang (CS3) asked how low the participation rate of the Committee members was due to the evaluation.

Tsang Shun Lun (Sports Secretary) replied that the participation rate was fair.

Fung Shiu Hang (CS3) asked how many the Committee members participated besides those participated in competitions.

Tsang Shun Lun (Sports Secretary) replied that half of the Committee.

Cheng Sum Yee (CS3) asked how many the Members participated besides the Committee members.

Wong Yuet Yi (Marketing Secretary) replied 1.

Tsang Shun Lun (Sports Secretary) added that as Wong Yuet Yi (Marketing Secretary) meant the number in the final, there were 7 – 8 in heats.

Ng Wing Yin (CS3) asked to grant Tam Kit Chun (Assoc) speaking rights.

Chairperson approved.

Tam Kit Chun (Assoc) said that there were 2 the Members in the final, 7 – 8 in heats.

Leung Kon Ming (CS1) asked for the Committee to comment the way to divide jobs between other joined societies.

Tsang Shun Lun (Sports Secretary) commented that Civil Engineering Society, ENS, HKUSU was responsible for providing and making the holder, Electrical and Electronic Engineering Society, ENS, HKUSU was responsible for booking venue, and Statistics and Actuarial Science Society, SS, HKUSU was responsible for decorating the venue.

Fung Shiu Hang (CS3) asked how fluent the competition schedule was and asked if there was any delay.

Tsang Shun Lun (Sports Secretary) replied that there was no 3-point-line in the venue, sometimes the public venues were occupied by other people and it was difficult to find the time both teams versus were available.

Fung Shiu Hang (CS3) asked what deficiency that activity had.

Tsang Shun Lun (Sports Secretary) replied that the job division within the Committee could be evener, booking venue could be more on time.

Ng Wing Yin (CS3) asked for further elaboration on the 2nd point in the preparation part of the evaluation.

Tsang Shun Lun (Sports Secretary) replied that it meant the Members' participation rate was low.

Cheung Sum Yee (CS3) asked why.

Tsang Shun Lun (Sports Secretary) explained that it was because the Members had no time to join.

Fung Shiu Hang (CS3) commented that although the participation rate of the Committee was low, the overall was good.

So Man Ho (CS3) asked what decoration the venue of the competitions had.

Tsang Shun Lun (Sports Secretary) replied that he had taken a small poster for decoration.

So Man Ho (CS3) asked who decide the decoration of the venue, the Committee or other societies joined.

Tsang Shun Lun (Sports Secretary) replied that it was not discussed between the societies join.

So Man Ho (CS3) replied that as that activity was joined with other societies, a banner could be made instead of just a poster.

Ng Wing Yin (CS3) asked why the participants did not know the rules well even though it had been explained for 10 minutes.

Tsang Shun Lun (Sports Secretary) replied that some documents were given to them and let them ask questions.

Fung Shiu Hang (CS3) asked if there existed competition not being watched.

Tsang Shun Lun (Sports Secretary) replied that as the teams wanted to practice rather than watching the competitions, the heats had only a fewer audience, but there were so many in the final that the venue was needed to extend.

Fung Shiu Hang (CS3) asked if someone could explain the rules in that activity.

Tsang Shun Lun (Sports Secretary) replied yes as some people knew the rules well.

So Man Ho (CS3) asked how many people participated in that activity.

Tsang Shun Lun (Sports Secretary) replied 53.

So Man Ho (CS3) asked how many the Members participated in.

Tsang Shun Lun (Sports Secretary) replied 14.

So Man Ho (CS3) commented that there were too few the Members not a Committee member to participate in that activity and the Committee should find

more the Members to join.

Sit Tsz Yan (CS3) asked who the judge was.

Tsang Shun Lun (Sports Secretary) replied that the Sports Secretary of the 4 societies joined and the people appointed by them.

Sit Tsz Yan (CS3) asked if the judge was appointed from the Committee when there was a competition involved the Committee.

Tsang Shun Lun (Sports Secretary) replied no.

Lo Sung Lai Sunny (CS3) asked who design the poster.

Tsang Shun Lun (Sports Secretary) replied that it was designed by Civil Engineering Society, ENS, HKUSU.

Lo Sung Lai Sunny (CS3) asked if the poster was approved by the Committee.

Tsang Shun Lun (Sports Secretary) replied that the poster was checked by him.

Lo Sung Lai Sunny (CS3) asked what things the poster was missed.

Tsang Shun Lun (Sports Secretary) replied that the apply method, the contact person and there was the problem of mixing use of Chinese and English.

So Man Ho (CS3) asked why other societies thought that using Chinese was not a problem.

Tsang Shun Lun (Sports Secretary) replied t he had asked for changing the poster, but the society said they were no time to change, therefore it was not changed.

So Man Ho (CS3) commented that it was a pity because if 2 posters of 2 different languages or a poster with Chinese and English was published, more foreigners might want to join.

Lo Sung Lai Sunny (CS3) commented that the contact person should be listed otherwise people wanting to join did not know how to apply.

Fung Shiu Hang (CS3) asked how to share the money in that activity.

Tsang Shun Lun (Sports Secretary) replied that the money was shared among the joined societies averagely.

Fung Shiu Hang (CS3) asked if Electrical and Electronic Engineering Society, ENS, HKUSU had the greatest power on that activity.

Tsang Shun Lun (Sports Secretary) replied no.

Leung Kon Ming (CS1) asked what people attended the meetings of that activity.

Tsang Shun Lun (Sports Secretary) replied that the 4 Sports Secretaries in the joined societies.

Fung Shiu Hang (CS3) asked if there were minutes taken by External General Secretary.

Tsang Shun Lun (Sports Secretary) replied that none of the societies joined had jotted minutes.

So Man Ho (CS3) asked if Tsang Shun Lun (Sports Secretary) thought there was problem.

Tsang Shun Lun (Sports Secretary) replied yes as jotting minutes could prevent people to be irresponsible and forget some dates and times, but it was easier to arrange a meeting with less people.

Fung Shiu Hang (CS3) commented that that activity could only be smattered if the meetings were not attended.

So Man Ho (CS3) commented that minutes should be jotted if needed as it was important.

Sit Tsz Yan (CS3) asked what the Association was responsible for in that activity.

Tsang Shun Lun (Sports Secretary) replied that it was responsible for distributing different jobs to the participating societies.

So Man Ho (CS3) asked if there existed uneven job distribution between the joined societies.

Tsang Shun Lun (Sports Secretary) replied yes.

So Man Ho (CS3) asked how the job distribution was uneven.

Tsang Shun Lun (Sports Secretary) replied that he did most of the job and others distributed another small part of it evenly.

So Man Ho (CS3) commented that the job distribution should be paid attention, otherwise the Committee would suffer losses.

At 13:23, Chairperson announced that the position of Chairperson was transferred to Cheung Wai Lok (Information Secretary).

Lo Sung Lai Sunny (CS3) asked for granting overall comment on that activity.

Chairperson approved.

Lo Sung Lai Sunny (CS3) commented that although promotion was hard to do well, promoting that activity by sending mass email and posting poster only was not enough. However, he was happy that that activity could join other societies although he was not joined.

So Man Ho (CS3) commented that holding that activity could gain experience for holding Orientation Programme 2008.

Cheng Sum Yee (CS3) commented that tutors could be asked to join.

Fung Shiu Hang (CS3) commented that the job distribution between the external and internal post of the Committee should be even as the money was evenly distributed.

Yim Lok Hin (Internal Vice-chairperson) asked for granting him to report Orientation Programme 2008.

Chairperson approved.

Yim Lok Hin (Internal Vice-chairperson) reported Orientation Programme 2008.

Lo Sung Lai Sunny (CS3) asked how the Committee to recruit helpers.

Yim Lok Hin (Internal Vice-chairperson) replied that poster was posted and some the Members were notified face-to-face.

Lo Sung Lai Sunny (CS3) asked if those measures were enough.

Yim Lok Hin (Internal Vice-chairperson) replied that they were a little bit inadequate as not all the Members knew about it.

Lo Sung Lai Sunny (CS3) commented that the promotion of recruitment of helpers was very inadequate and class visit was needed. He reminded that the Committee should put more effort on it and be more initiative.

So Man Ho (CS3) asked if there was banner.

Ng Tsz Ching (Publication & Publicity Secretary) replied yes and there was 1 banner.

So Man Ho (CS3) asked if that banner was indicated by 7.1e of the Annual Financial Report.

Chung Man Ho (External Vice-chairperson) replied no as the one indicated in the Annual Financial Report belonged to Orientation Programme 2008 – Information Day.

So Man Ho (CS3) asked where that banner was indicated.

Yim Lok Hin (Internal Vice-chairperson) replied that it was not included in the Annual Financial Report as its bill was disappeared so the money was not claimed.

So Man Ho (CS3) asked how much that banner was.

Yim Lok Hin (Internal Vice-chairperson) replied $78.

So Man Ho (CS3) asked if the dates of that function were discussed with the Engineering Society to prevent time clash with other societies under the Engineering Society.

Chung Man Ho (External Vice-chairperson) replied that there was time clash with Mechanical Engineering Society, Engineering Society, H.K.U.S.U. in Orientation Programme 2008 – Orientation Camp.

So Man Ho (CS3) asked if Civil Engineering Society, ENS, HKUSU and Electrical and Electronic Engineering Society, ENS, HKUSU encountered that situation.

Chung Man Ho (External Vice-chairperson) replied that as there were 4 societies under the Engineering Society remained, they had time clashes in the orientation camp pair-by-pair.

So Man Ho (CS3) asked if it affects the participation rate of Orientation Programme 2008 – Orientation Camp.

Chung Man Ho (External Vice-chairperson) replied none at all.

Lo Sung Lai Sunny (CS3) asked for explaining point 3 of the evaluation.

Yim Lok Hin (Internal Vice-chairperson) explained that due to the Common Admission Scheme of Faculty of Engineering, The University of Hong Kong, the position of the Committee became different.

So Man Ho (CS3) asked for commenting the relationship between the Committee and other societies after that function.

Chung Man Ho (External Vice-chairperson) replied that it became closer and better.

So Man Ho (CS3) commented that he was happy if it was true.

So Man Ho (CS3) asked besides Orientation Programme 2008 – Information Day, how the activities in that function was home-like.

Yim Lok Hin (Internal Vice-chairperson) replied that the Freshmen were taken care of more.

Lo Sung Lai Sunny (CS3) asked how many helpers were recruited.

Yim Lok Hin (Internal Vice-chairperson) replied about 30.

Lo Sung Lai Sunny (CS3) asked if all helpers were recruited before that activity started.

Yim Lok Hin (Internal Vice-chairperson) replied no because some helpers were not available suddenly.

Lo Sung Lai Sunny (CS3) asked the helpers' job was arranged by the Committee or according to helpers' will.

Yim Lok Hin (Internal Vice-chairperson) replied that helpers' will was asked first.

So Man Ho (CS3) asked if the helpers had helped the Committee to fill in the credit card application forms.

Wong Yuet Yi (Marketing Secretary) replied that part of them did.

Lo Sung Lai Sunny (CS3) asked the Committee for reporting Orientation Programme 2008 – Information Day.

Chung Man Ho (External Vice-chairperson) reported Orientation Programme 2008 – Information Day.

So Man Ho (CS3) asked if the Committee could lend him an "i-zone" to read.

Chung Man Ho (External Vice-chairperson) replied no now although there were some spares kept and asked if So Man Ho (CS3) still would like to read it.

Ng Wing Yin (CS3) replied yes.

Lo Sung Lai Sunny (CS3) asked what the good places for meal introduced by the "i-zone" based on.

Ng Tsz Ching (Publication & Publicity Secretary) replied that it was based on the opinions of the Committee.

Lo Sung Lai Sunny (CS3) commented that it was right to have comments on the good places, but more and new places could be introduced.

Cheng Sum Yee (CS3) asked if that activity was successful.

Chung Man Ho (External Vice-chairperson) replied fairly yes.

So Man Ho (CS3) asked if there was mistake in the printing of "i-zone".

Ng Tsz Ching (Publication & Publicity Secretary) replied that he was not aware of any mistake.

So Man Ho (CS3) commented that he was checking if there was mistake.

So Man Ho (CS3) asked the Committee for explaining the counter.

Chung Man Ho (External Vice-chairperson) replied that the counter was impressive, as the Department could not provide material which could fit the theme of Orientation Programme 2008, the desks, cushions and cloths were bought and added to the counter in order to give a home-feeling to people. He said the design of the poster was a MacBook, much money was spent to the publication and departmental mobile chains were distributed as the souvenirs for the Freshmen in that activity and the response was good.

So Man Ho (CS3) asked if the Committee had understood the academic information in order to explain to the Freshmen in that activity.

Chung Man Ho (External Vice-chairperson) replied that the Committee met with Dr. Anthony Tam and he briefed us and gave us notes before that activity.

So Man Ho (CS3) asked if the notes were given to the Freshmen.

Chung Man Ho (External Vice-chairperson) replied no.

So Man Ho (CS3) commented that it was better to publicise what CS was.

Lo Sung Lai Sunny (CS3) asked who design the cover of "i-zone" and what the idea was.

Ng Tsz Ching (Publication & Publicity Secretary) replied that he did and his idea was to give people a cyber-feeling.

So Man Ho (CS3) asked what schedules were included in "i-zone".

Chung Man Ho (External Vice-chairperson) replied that the dates of the activities in Orientation Programme 2008 and the deadline of course selection and Early Mixer.

So Man Ho (CS3) asked if other things were considered to add into the schedule.

Chung Man Ho (External Vice-chairperson) replied no.

Sit Tsz Yan (CS3) asked if there was problem in that activity.

Chung Man Ho (External Vice-chairperson) replied that there was not enough female join Orientation Programme 2008.

So Man Ho (CS3) asked if there was regulation violated by the Committee in that activity.

Chung Man Ho (External Vice-chairperson) replied no as he had read it.

Li Vai Kong (CS1) asked if too few female entered Library Extension or went to the counter.

Chung Man Ho (External Vice-chairperson) replied that both problems existed and the ratio between male and female entering Library Extension was 10 to 1. He said too few females going to the counter might be his fault as he saw many males only.

So Man Ho (CS3) asked why "i-zone" did not include the Committee members' MSN and email address.

Chung Man Ho (External Vice-chairperson) replied that it had been considered and they did not do it finally.

Chung Man Ho (External Vice-chairperson) added that there was contact on the Committee member's cards.

So Man Ho (CS3) asked if updating the website was considered after that activity.

Chung Man Ho (External Vice-chairperson) replied no due to Orientation Programme 2008 – Orientation Day and Orientation Programme 2008 – Orientation Camp.

So Man Ho (CS3) commented that he could not see any detail of other activities in Orientation Programme 2008 and he thought that the Freshmen would check it. He reminded that the next cabinet should give good impression to the Freshmen.

So Man Ho (CS3) asked for granting overall comment on that activity.

Chairperson approved.

So Man Ho (CS3) commented that "i-zone" had many problems that the time formats in the schedule was inconsistent and no introduction to Orientation Programme 2008 – Orientation Day and Orientation Programme 2008 – Orientation Camp and the schedule could be added more things, e.g. the deadline of paying school fee and taking an injection which could be found in the student handbook, the Committee members could be introduced, the Committee members' contact information was too formal and could be kinder, e.g. adding photos, and the name of Orientation Programme 2008 was not consistent in it as the words "Orientation Program" was appeared in the back cover and confusing.

Sit Tsz Yan (CS3) commented that the next cabinet could know more about the Freshmen's needs as the next cabinet also entered the University through the Common Admission Scheme.

Li Chi Chung (CS3) commented that in "i-zone", the content was in a mess, there was no theme and it was useless. He said that although some parts of it were

practical, it was hard to promote and highlight the Committee and could not attract the Freshmen to join Orientation Programme 2008. He said that the next cabinet was clear about if "i-zone" could promote the Committee besides the Department.

Lo Sung Lai Sunny (CS3) commented that the design of the counter was good as he had gone to the counter. He reminded that the next cabinet could be more creative.

Ng Ho Lam (Internal General Secretary) reported Orientation Programme 2008 – Orientation Day.

Lo Sung Lai Sunny (CS3) asked when the group leaders were notified about the details.

Ng Ho Lam (Internal General Secretary) replied at the late July.

Sit Tsz Yan (CS3) asked for granting comment.

Chairperson approved.

Sit Tsz Yan (CS3) replied that she was a group leader and she was confused as she was recruited early but notified late, although the date and time of that activity was not confirmed.

Lo Sung Lai Sunny (CS3) why Theatre 8, Library Extension was chosen to the venue of that activity.

Chung Man Ho (External Vice-chairperson) replied that they would like to book another venue before but it was booked by other and Theatre 8 was the only place at that time.

Lo Sung Lai Sunny (CS3) asked which venue was suppose to book.

Ng Ho Lam (Internal General Secretary) replied Theatre 2, Library Extension Building.

Lo Sung Lai Sunny (CS3) commented that it should be earlier to book the venue.

So Man Ho (CS3) asked if that 40 the Freshmen were the participants.

Ng Ho Lam (Internal General Secretary) replied yes.

Lo Sung Lai Sunny (CS3) asked if playing happy corner just before the refreshment was impromptu or compromised.

Chung Man Ho (External Vice-chairperson) was sorry that it was impromptu.

Lo Sung Lai Sunny (CS3) commented that it should not be playing in any way as

the noise could spread to the stairs.

So Man Ho (CS3) commented that some of the Committee members should control their emotions.

Lo Sung Lai Sunny (CS3) asked how the Freshmen were divided into groups.

Ng Ho Lam (Internal General Secretary) replied that it depended on the Freshmen's gender, if there was a group having a female freshman only, then 1 more female was distributed in it.

So Man Ho (CS3) asked when the banner was posted in that activity.

Chung Man Ho (External Vice-chairperson) replied just before the refreshment.

So Man Ho (CS3) commented that the banner should be remembered to use after making it.

So Man Ho (CS3) asked why there were 8 names in helper list but 9 helpers were recorded in no. of participants.

Ng Ho Lam (Internal General Secretary) replied that the remaining one was Tan Kok Thye Joseph.

Sit Tsz Yan (CS3) asked if the evaluation was compromised by the whole of the Committee or Ng Ho Lam (Internal General Secretary) only.

Ng Ho Lam (Internal General Secretary) replied that a meeting for evaluation was held after that activity.

Sit Tsz Yan (CS3) asked if the helpers had participated in that meeting.

Ng Ho Lam (Internal General Secretary) replied no.

Sit Tsz Yan (CS3) commented that she suggested allowing helpers to give evaluation.

So Man Ho (CS3) asked what the mass game was.

Ng Ho Lam (Internal General Secretary) replied Pictionary and tank car.

So Man Ho (CS3) commented that the kinds of mass games should be listed in the rundown rather than just recorded mass game.

Sit Tsz Yan (CS3) asked what the Freshmen's response when playing mass game.

Ng Ho Lam (Internal General Secretary) replied that he forgot.

Sit Tsz Yan (CS3) commented that 1 of the Freshmen losing in ice-breaking games

said the game was tricky so the Committee should beware of the rules and regulations of the games.

So Man Ho (CS3) asked if there was any position evaluation as the evaluation was all negative.

Yim Lok Hin (Internal Vice-chairperson) replied that the helpers were good as they helped the Committee to clean the venue and the Freshmen did not want to leave as they probably liked the Committee.

So Man Ho (CS3) asked if academic information was provided to the Freshmen.

Chung Man Ho (External Vice-chairperson) replied that the Committee talked about some academic information to them in the refreshment and Dr. A.T.C. Tam was introduced to them as well.

So Man Ho (CS3) replied that it was great to give information to them as they might not ask initiatively.

Lo Sung Lai Sunny (CS3) asked if there was any change to face the Common Admission Scheme as the rundown was similar to that 1 year before.

Ng Ho Lam (Internal General Secretary) replied that as it was the 1st year of the Common Admission Scheme, many things were uncertain and a conservative way was used to design the rundown to adopt the change.

Lo Sung Lai Sunny (CS3) asked if Chung Man Ho (External Vice-chairperson) did any evaluation for that activity.

Chung Man Ho (External Vice-chairperson) replied no.

Lo Sung Lai Sunny (CS3) asked for granting overall comment on that activity.

Chairperson approved.

Lo Sung Lai Sunny (CS3) commented that it was also great to follow the rundown 1 year before and HKU campus orienteering run smoothly. There should not be happy corner as it would deeply affect the image of the Association and it was recommended to do evaluation with helpers to collect opinions from the Freshmen in order to know what the Freshmen wanted.

Mo Wing Fat (CS1) commented that the activity was successful and he had got what he wanted from that activity.

Chu Sai Yiu (CS1) commented that although it was not good at the beginning as there was dead air, it was good during playing games.

Yim Lok Hin (Internal Vice-chairperson) asked for granting him to report Orientation Programme 2008 – Orientation Camp.

Chairperson approved.

Yim Lok Hin (Internal Vice-chairperson) reported Orientation Programme 2008 – Orientation Camp.

Mo Wing Fat (CS1) asked why CS songs were not demonstrated.

Yim Lok Hin (Internal Vice-chairperson) replied that as the procedure in that activity was called "Executive Members demonstrates cheers and Group cheers creating".

So Man Ho (CS3) commented that the name of the procedure could be change, otherwise the Freshmen might think that there was no CS song in CS.

Ng Wing Yin (CS3) asked the Committee to calculate the no. of participants.

Yim Lok Hin (Internal Vice-chairperson) replied that the no. of participants recorded in the Annual Function Report was correct.

Ng Wing Yin (CS3) asked why no. of helpers recorded in the Annual Financial Report was 19 instead of 20 recorded in the Annual Functional Report.

Yim Lok Hin (Internal Vice-chairperson) replied that the Annual Functional Report was wrong.

Ng Wing Yin (CS3) asked who had been recorded more in the Annual Functional Report.

Yim Lok Hin (Internal Vice-chairperson) replied Tam Kit Chun (Assoc).

Ng Wing Yin (CS3) appreciated that the Annual Functional Report was wrong.

So Man Ho (CS3) asked why the group winning the prize was not recorded.

Yim Lok Hin (Internal Vice-chaiperson) was sorry about that.

Lo Sung Lai Sunny (CS3) asked which group won finally.

Yim Lok Hin (Internal Vice-chairperson) replied 孖腸熱狗.

So Man Ho (CS3) commented that the result should be shown as it was a report.

Sit Tsz Yan (CS3) asked why the cheers were created instead of taught.

Yim Lok Hin (Internal Vice-chairperson) replied that it was odd to teach them CS cheers as they were not CS students.

Sit Tsz Yan (CS3) asked what the Freshmen's response was when they were learning cheers.

Yim Lok Hin (Internal Vice-chairperson) replied that some were interested and some were indifferent.

So Man Ho (CS3) asked if there were guidelines for the Freshmen to design cheers.

Yim Lok Hin (Internal Vice-chairperson) replied yes and the Committee members entered into groups and introduced them.

Sit Tsz Yan (CS3) asked if the guidelines were useful.

Yim Lok Hin (Internal Vice-chairperson) replied yes and the Freshmen had a better understanding about the design of cheers.

Sit Tsz Yan (CS3) commented that it was hard to design a cheer as it required some talents. She said that it could be replaced by other procedures or made the cheers easier to design.

So Man Ho (CS3) asked why Yim Lok Hin (Internal Vice-chairperson) be the MC.

Yim Lok Hin (Internal Vice-chairperson) replied that as he was familiar with the rundown.

Lo Sung Lai Sunny (CS3) asked if PIC was suitable for being MC.

Yim Lok Hin (Internal Vice-chairperson) was sorry about that and replied that it was a fault in job division.

Lo Sung Lai Sunny (CS3) asked how the Committee compromised who to be the MC.

Yim Lok Hin (Internal Vice-chairperson) replied that he played a big role in each procedure as he was familiar with the rundown most.

So Man Ho (CS3) asked if the PIC knew all details as not all the things were prepared by the PIC.

Yim Lok Hin (Internal Vice-chairperson) replied that he had asked the details for each procedure.

Lo Sung Lai Sunny (CS3) asked why not the sub-PIC be MC.

Yim Lok Hin (Internal Vice-chairperson) replied that some procedures such as the water game had sub-PIC be the MC.

So Man Ho (CS3) asked if other the Committee members had stopped the PIC from being the MC.

Chung Man Ho (External Vice-chairperson) replied yes.

So Man Ho (CS3) asked Chung Man Ho (External Vice-chairperson) that how he did.

Chung Man Ho (External Vice-chairperson) replied that he went to ask the PIC to let sub-PIC be the MC.

Sit Tsz Yan (CS3) commented that the PIC should not be the MC as the PIC needed to do registration when entering and leaving the campsite.

So Man Ho (CS3) commented that other the Committee members had no reason to agree the PIC to be the MC.

Lo Sung Lai Sunny (CS3) commented that every the Committee member could be MC as being MC did not need to have good eloquence, everyone knew how to speak and all the Committee members were supposed to know the whole rundown. He said that other the Committee members might think that the PIC forcibly occupied the post of MC.

Ng Wing Yin (CS3) asked why the far place, Turtle Cove Beach, was chosen to have the campfire.

Yim Lok Hin (Internal Vice-chairperson) replied that as there was suitable to play the real fire.

Lo Sung Lai Sunny (CS3) asked if playing real fire at there was legal.

Ng Che Kit (Chairperson) replied that he did not know as the regulations related could not be found.

So Man Ho (CS3) asked why choosing there was insisted to do it.

Ng Che Kit (Chairperson) replied that as there were fewer people and was quite and it was hard to affect other people, the danger of playing real fire could be reduced and fewer people, including the lifeguards, disturbed them.

So Man Ho (CS3) asked if the situation that other people was disturbed and then called the police was concerned.

Ng Che Kit (Chairperson) replied no as there was few people.

Sit Tsz Yan (CS3) commented that she saw the real fire first time and some legal places could be found instead so it was not needed to keep secret when playing the real fire.

Li Chi Chung (CS3) reminded the next cabinet that the Committee had broken 3 regulations which indicated that there could only be BBQ, and there was regulated by Food and Environmental Hygiene Department so it took risk to play real fire there. He said that luckily, the administrator at there was kind and there was cleaned and handled well after playing although the law was broken as there were people lived on the hill and they might call the police.

Ng Wing Yin (CS3) asked if the ex-cabinets were contacted to join the campfire.

Yim Lok Hin (Internal Vice-chairperson) replied yes.

Lo Sung Lai Sunny (CS3) asked what the aim of contacting them was.

Yim Lok Hin (Internal Vice-chairperson) replied that to introduce the ex-cabinets to the Freshmen.

Ng Wing Yin (CS3) asked what things were talked when contacting them.

Yim Lok Hin (Internal Vice-chairperson) replied that the time and venue of the campfire and he did not know the details.

So Man Ho (CS3) asked Yim Lok Hin (Internal Vice-chairperson) that what kind of guidelines he had given to other the Committee members for contacting them.

Yim Lok Hin (Internal Vice-chairperson) replied that he told the Committee members to invite them to go to the campfire but he did not know the details.

Ng Wing Yin (CS3) commented that some of her jongmates were not contacted and they knew the campfire was held at Turtle Cove Beach only after they had a chat with her one day before the campfire was held. She reminded the next cabinet that the guidelines should be made clear.

So Man Ho (CS3) commented that some of his jongmates believed that there was BBQ but not.

Lo Sung Lai Sunny (CS3) asked when the pre-camp was held.

Yim Lok Hin (Internal Vice-chairperson) replied that it was held in the late July.

Lo Sung Lai Sunny (CS3) asked who had joined the pre-camp.

Yim Lok Hin (Internal Vice-chairperson) replied the Committee and part of the group leaders and helpers.

Lo Sung Lai Sunny (CS3) asked what pre-camp was not well-organised meant in the evaluation.

Yim Lok Hin (Internal Vice-chairperson) replied that that activity was not introduced properly to the helpers.

So Man Ho (CS3) asked who pay money to book the campsite for pre-camp.

Yim Lok Hin (Internal Vice-chairperson) replied that the campsite was free of charge due to the Olympics.

Sit Tsz Yan (CS3) asked if there was any briefing to the helpers if they did not attend the pre-game.

Yim Lok Hin (Internal Vice-chairperson) replied that information of the pre-camp was given to some of them by phone only.

Sit Tsz Yan (CS3) commented that some of her jongmates told her that there was no briefing and they knew nothing except the group name, so the helpers should be briefed one by one.

Lo Sung Lai Sunny (CS3) asked what the details of the 3rd point of the part of day 1 in the evaluation were.

Yim Lok Hin (Internal Vice-chairperson) replied that when getting off a bus, a freshman was stumbled and his head was hit and he was bleeding.

Lo Sung Lai Sunny (CS3) asked how the Committee member leading the group containing that freshman handled the accident at that time.

Cheung Wai Fung (External General Secretary) replied that she was that the Committee member and Cheung Tang Lung (CS2), a helper in another group, called the ambulance and then notified the central the Committee member and Cheung Ka Ho (CS2) accompanied that freshman to go to hospital. She said that as a result, Chung Man Ho (External Vice-chairperson) was sent to take care of that freshman.

Lo Sung Lai Sunny (CS3) commented that that accident was handled well and the Committee responded fast.

Lee Kin Chung (CS1) commented that that freshman was looked after thoroughly and that freshman could feel that.

Li Chi Chung (CS3) commented that he was curious that when that freshman was hurt and he praised the Committee that responded fast without remaining sequel. He reminded that the next cabinet should be taught the experience of handling accidents.

Ng Wing Yin (CS3) asked if more male the Committee members were needed for Hong Kong Orienteering or moving luggage.

Chung Man Ho (External Vice-chairperson) replied that 2 female the Committee members were assigned to follow the groups and both situations needed males.

Sit Tsz Yan (CS3) commented that counting luggage could be considered if female the Committee members could not move the luggage.

Lo Sung Lai Sunny (CS3) asked what the challenge section meant in the part of day 1 in the evaluation.

Yim Lok Hin (Internal Vice-chairperson) replied that it meant 挑機.

Lo Sung Lai Sunny (CS3) asked why there were people complained that it was too noisy in the challenge section.

Yim Lok Hin (Internal Vice-chairperson) replied that as contending eating more food disturbed other people so it was complained.

Lo Sung Lai Sunny (CS3) asked how the situation was handled.

Yim Lok Hin (Internal Vice-chairperson) replied that the Committee asked people for reducing the noise.

Chan Sze Hang (CS3) asked why the challenge section was appeared in the meals of that activity for every year and how meaningful the challenge section was.

Yim Lok Hin (CS3) replied that it was valuable as it could rise the atmosphere, but it could be considered to replace to prevent from disturbing other people.

Sit Tsz Yan (CS3) commented that the staff in the canteen of the campsite first notified me and he did not notice that she was not the Committee member so the Committee should communicate with the campsite better.

Lo Sung Lai Sunny (CS3) asked why the mini game was in a mess.

Wan Kit Man (Social Secretary) replied that as it was raining, the mini game was changed and the game rules were explained unclearly so it led to a mess.

Lo Sung Lai Sunny (CS3) asked if it meant that there was no backup game.

Wan Kit Man (Social Secretary) replied no.

Lo Sung Lai Sunny (CS3) asked why Wan Kit Man (Social Secretary) said that the mini game was arranged in real time.

Wan Kit Man (Social Secretary) was sorry for talking something wrong.

Lo Sung Lai Sunny (CS3) commented that the backup game was necessary that if the outdoor activities could not be held.

Ng Wing Yin (CS3) asked the Committee to comment the feeling of having 八寶粥.

Chairperson replied that it was important and 八寶粥 was delicious.

Ng Wing Yin (CS3) was sorry that she could not control her jongmates' emotion when preparing 八寶粥.

Lo Sung Lai Sunny (CS3) commented that the size of the bowl they used to carry 八寶粥 was much larger than before.

Lo Sung Lai Sunny (CS3) asked if the morning exercise was prepared properly.

Ng Che Kit (Chairperson) replied that he had idea but it was not well prepared.

Lo Sung Lai Sunny (CS3) asked how meaningful the detective game was.

Ng Che Kit (Chairperson) replied that it could train the Freshmen's ability of critical thinking, logical skills and stimulate their ideas.

Lo Sung Lai Sunny (CS3) asked if only fresh water was used in the water game.

Yim Lok Hin (Internal Vice-chairperson) replied yes.

Sit Tsz Yan (CS3) asked if there was any obstruction when collecting the fresh water.

Ng Che Kit (Chairperson) replied that there was administrator warned him that he could be accused as the fresh water belonged to the government. He reminded the next cabinet that the water game could be cancelled, if they wanted to preserve it, they could use sea water or steal the fresh water.

So Man Ho (CS3) asked why that activity was recorded as held in Shek O.

Yim Lok Hin (Internal Vice-chairperson) was sorry for the mistake in the Annual Functional Report and replied that it could be changed.

So Man Ho (CS3) asked if the helpers were told the geographical environment of Turtle Cove Beach.

Yim Lok Hin (Internal Vice-chairperson) replied no.

Sit Tsz Yan (CS3) asked what feeling the Committee had given to the helpers, e.g. home-like feeling.

Yim Lok Hin (Internal Vice-chairperson) was sorry for making harsh to the helpers.

Sit Tsz Yan (CS3) commented that a helper said that he needed to move anything, Cheung Tang Lung (CS2) fell asleep and he was so miserable that he gave no response when Ng Wing Yin (CS3) kicked him continuously.

Lo Sung Lai Sunny (CS3) asked who tidy up the things after BBQ.

Yim Lok Hin (Internal Vice-chairperson) replied the helpers and was sorry for making the helpers too harsh again.

Sit Tsz Yan (CS3) asked what evaluated for every night in that activity.

Yim Lok Hin (Internal Vice-chairperson) replied that the evaluations were to understand the accidents occurred so to discuss some measures to duel with them, but the scale the evaluations was not large enough.

Sit Tsz Yan (CS3) asked what the group leaders needed to report in the evaluations.

Yim Lok Hin (Internal Vice-chairperson) replied the accidents, e.g. hitting the head.

Sit Tsz Yan (CS3) asked if all group leaders were convened in the evaluations.

Yim Lok Hin (Internal Vice-chairperson) replied yes and all helpers were convened as well.

Sit Tsz Yan (CS3) commented that the evaluation was ok in day 1, it was not appropriate to discuss about the role of Orientation Programme 2008 in day 2 as it could be discussed later to prevent the evaluation from being too long.

So Man Ho (CS3) commented that it depended on situation to see if the whole activity or the Freshmen's response only was needed to discuss as the evaluations were too long.

Lo Sung Lai Sunny (CS3) asked when suitable to introduce the ex-cabinets as the evaluation in the Annual Functional Report indicated that the ex-cabinets should not be introduced in campfire.

Yim Lok Hin (Internal Vice-chairperson) replied BBQ as the ex-cabinets could contact the Freshmen in person.

So Man Ho (CS3) asked how many times the Freshmen were poured water in the revelation of spy.

Yim Lok Hin (Internal Vice-chairperson) replied that the helpers said 4 times.

So Man Ho (CS3) commented that some of the Freshmen felt cold as 2 groups were finished fast but another 2 not.

Sit Tsz Yan (CS3) asked which procedure was needed to use SMS to contact each others.

Chairperson replied the detective game.

Sit Tsz Yan (CS3) commented that she could not receive SMS message as her phone fee was not paid yet so she did not know what happened in the detective game. She reminded that the group leaders could be briefed the details of it before.

So Man Ho (CS3) asked how good the room rushing was.

Chairperson replied that it run smoothly.

Lo Sung Lai Sunny (CS3) commented that Chairperson should check if there existed other the Committee members would like to answer before answering any question and should not answer immediately, although Chairperson needed not to address himself.

Lo Sung Lai Sunny (CS3) asked if the Committee let the ex-cabinets watch the cheer competition.

Yim Lok Hin (Internal Vice-chairperson) replied no.

Lo Sung Lai Sunny (CS3) commented that as they reached to the venue of the cheer competition, the last group was demonstrating cheer already. He reminded that the Committee could notify the ex-cabinets earlier and even knocked their doors.

So Man Ho (CS3) asked why there was 1 point only in the part of day 3 in the evaluation.

Yim Lok Hin (Internal Vice-chairperson) replied that as there was no remarkable thing to be included except the cheer competition which was a new thing.

So Man Ho (CS3) commented that the cheer competition was not a new thing.

Sit Tsz Yan (CS3) asked if the places in Hong Kong Orienteering had been inspected before that activity.

Lau Kim Yuk (Financial Secretary) replied yes.

Sit Tsz Yan (CS3) commented that she had joined the Hong Kong Orienteering held by the Committee and the Engineering Society and she thought that the one of the Engineering Society was better as there was only 1 task for each place so it had less trouble.

Lo Sung Lai Sunny (CS3) asked why that theme of that activity was chosen.

Yim Lok Hin (Internal Vice-chairperson) replied that as that theme came close to the home-like feeling.

Lo Sung Lai Sunny (CS3) asked if the Freshmen were asked about their feelings

to that activity after that activity.

Yim Lok Hin (Internal Vice-chairperson) replied yes, they thought the planning of that activity was good and most of them did not mind that activity was not stressed the academic matter so it was not needed to impose academic matter on that activity.

Lo Sung Lai Sunny (CS3) appreciated that the Freshmen had been asked, but it was doubt that if all the Freshmen's opinions were collected as there was questionnaire for the Freshmen to fill in Orientation Programme 2007.

So Man Ho (CS3) commented that as there was no questionnaire that year and 1 to 2 freshmen's opinions could not represent all opinions, more the Freshmen could be asked.

Lo Sung Lai Sunny (CS3) asked for granting overall comment on that activity.

Sit Tsz Yan (CS3) commented that the way to find the destination in Hong Kong Orienteering was interesting, the detective game was great as there were videos, in her opinion, the Freshmen had emotional problems after revealing the spy, there was no common topic between her and the Freshmen as her the Freshmen were all males.

So Man Ho (CS3) hoped the Committee could consider the current students' feelings.

Lo Sung Lai Sunny (CS3) commented that it was strange that the venue of the campfire was too far away, as the ex-cabinets were contacted unclearly, some of them did not know the gathering point. He reminded that the rundown should be given to the ex-cabinets to prevent the problems of communication and the Committee should let the Freshmen fill in the questionnaire.

At 16:12, Chairperson announced that the position of Chairperson was transferred to Lau Kim Yuk (Financial Secretary).

Ng Che Kit (Chairperson) asked to grant him to report Orientation Programme 2008 – Closing Ceremony.

Chairperson approved.

Ng Che Kit (Chairperson) reported Orientation Programme 2008 – Closing Ceremony.

So Man Ho (CS3) asked if that activity could achieve the 1st point of the aim.

Ng Che Kit (Chairperson) replied yes as reviewing Orientation Programme 2008 could make the Freshmen joined Orientation Programme 2008 closer to each other and that activity could also attract the Freshmen which had not decided what major should be chosen yet to choose CS.

So Man Ho (CS3) asked which procedure could achieve the 2nd point of the aim.

Ng Che Kit (Chairperson) replied that that procedure was missing in the Annual Functional Report as at the beginning of that activity, he had a speech about the promotion of Cyber Spot 2008.

Lo Sung Lai Sunny (CS3) asked why the Annual Financial Report recorded that that activity has poster but he could not find it at the time that activity was held.

Ng Che Kit (Chairperson) replied that as that poster had mistakes, it was not poster although it had been printed.

Lo Sung Lai Sunny (CS3) commented that if there was soft copy of the poster, it could be uploaded to the Committee website.

So Man Ho (CS3) asked what kind of stationary was bought.

Ng Che Kit (Chairperson) replied tape.

Lo Sung Lai Sunny (CS3) asked how many DVD was distributed.

Ng Che Kit (Chairperson) replied he was not sure but according to no. of participants, 58 DVDs might be distributed.

Lo Sung Lai Sunny (CS3) asked where the remaining DVDs were.

Ng Che Kit (Chairperson) replied the brown cupboard in the left hand side of the CS' Area.

So Man Ho (CS3) asked what the 1st point of the evaluation meant.

Ng Che Kit (Chairperson) replied that as there were tutorials in Room 312 and Room 311 in Haking Wong Building, The University of Hong Kong, the time required to prepare DVDs was underestimated although the time the DVDs were prepared using light-scribe was calculated as 17 minutes per disc.

Lo Sung Lai Sunny (CS3) thanked for the answer and pointed out that So Man Ho (CS3) wanted to ask what the 1st point of the part of rundown of the evaluation meant.

Ng Che Kit (Chairperson) replied that when a performer was performing magic that to find out what the card was without watching it, that performer suddenly forgot that what that card was and that performer was needed to remind by him.

Lo Sung Lai Sunny (CS3) asked if that activity had a seating plan.

Ng Che Kit (Chairperson) replied no as to prevent the Freshmen not joined other activities in Orientation Programme 2008 from feeling isolated.

Lo Sung Lai Sunny (CS3) asked if there were other measures to prevent them from feeling isolated.

Ng Che Kit (Chairperson) replied that there was no seating plan so they were free to sit anywhere and they were arranged to take photos with the Freshmen joined other activities in Orientation Programme 2008.

Sit Tsz Yan (CS3) commented that it was in a mess when photo-taking as some the Freshmen did not know what photo was took so they did not come out to take.

Lo Sung Lai Sunny (CS3) asked for granting overall comment on that activity.

Chairperson approved.

Lo Sung Lai Sunny (CS3) commented that he had joined that activity and overall it was good as there was new method to introduce the Freshmen not joined other activities in Orientation Programme 2008. He said that he could feel that the Committee had put effort on preparing that activity.

At 16:30, Chairperson received Motion 05.
"To adjourn the meeting for 30 minutes as it is the time to have a meal"
Proposed by, Chu Sai Yiu (CS1)
Seconded by, Lee Kin Chung (CS1)

Resolution: No Discussion/Objection, Motion Carried.

At 16:30, Chairperson announced that the meeting was adjourned for 30 minutes and it would be resumed at 17:00.

At 17:01, Chairperson announced that the meeting was resumed.

Ng Che Kit (Chairperson) asked to grant him to report Semester Commencement Dinner.

Chairperson approved.

Ng Che Kit (Chairperson) reported Semester Commencement Dinner.

Ng Wing Yin (CS3) asked if the food was enough in that activity.

Ng Che Kit (Chairperson) replied no.

Sit Tsz Yan (CS3) asked how many people supposed to have for each desk.

Ng Che Kit (Chairperson) replied 13.

Sit Tsz Yan (CS3) commented that she saw there were 16 – 17 people per desk so

there was not enough food.

Ng Wing Yin (CS3) commented that many dishes became empty in 1 – 2 seconds after they had just come to the desk.

Lo Sung Lai Sunny (CS3) asked how to promote that activity.

Ng Tsz Ching (Publication & Publicity Secretary) replied that it was promoted by the poster, mass email and setting a counter.

Lo Sung Lai sunny (CS3) asked when the mass email was sent.

Cheung Wai Fung (External General Secretary) replied few days before the date of that activity.

Lo Sung Lai Sunny (CS3) commented that he did not know why the mass email was sent at the day the activity was held.

Lo Sung Lai Sunny (CS3) asked how to achieve the 1st point of the aim.

Ng Che Kit (Chairperson) replied that the way was passive that the academic information would be talked about when the current students were chatting with the Freshmen.

So Man Ho (CS3) asked why the situation indicated by the 2nd point of the part of preparation of the evaluation existed although the seating plan was let them fill in.

Ng Che Kit (Chairperson) replied that as there was 1 group in Orientation Programme 2008 – Orientation Camp had too many people to seat in only 1 desk, including the group helpers.

So Man Ho (CS3) asked how to arrange the Committee members to guide the participants to go to the venue.

Ng Che Kit (Chairperson) replied that every group in Orientation Programme 2008 – Orientation Camp was led by the Committee member following that groups with some other the Committee members.

So Man Ho (CS3) why the situation indicated by the 1st point of the part of preparation of the evaluation occurred.

Ng Che Kit (Chairperson) replied that as some the Committee members told me that they did not know how to go and the Freshmen expected the Committee knew how to go.

So Man Ho (CS3) commented that the Committee members should not be blamed as the venue was remote, and as it was remote, the Committee members must know how to go.

Lo Sung Lai Sunny (CS3) asked the Committee to comment the convention of the challenge section in that activity and the CS3 students' reaction.

Ng Che Kit (Chairperson) admitted that he was neglect the duty as he did not know there was the challenge section and most CS students did not participate in it.

Lo Sung Lai Sunny (CS3) commented that he felt he was old.

Lo Sung Lai Sunny (CS3) asked the Committee to report Career Forum on Computer Science.

Cheung Wai Lok (Information Secretary) reported Career Forum on Computer Science.

Lo Sung Lai Sunny (CS3) asked how the Committee knew Cedars.

Cheung Wai Lok (Information Secretary) replied that as Yim Lok Hin (Internal Vice-chairperson) knew a staff in Cedars, benefits and helps could be got.

Lo Sung Lai Sunny (CS3) asked what benefits Cedars gave to prepare that activity.

Cheung Wai Lok (Information Secretary) replied that it booked venues more conveniently and it could help the Committee to send mass email in HKU Portal.

Lo Sung Lai Sunny (CS3) appreciated that Cedars was found for booking the venue of that activity.

Sit Tsz Yan (CS3) asked if that activity could be ended on time.

Cheung Wai Lok (Information Secretary) replied no as some people surrounded the guests for discussion in the venue.

Lo Sung Lai Sunny (CS3) asked how the 3 guests were found.

Cheung Wai Lok (Information Secretary) replied that Cedars helped the Committee to find Mr. Frank Law, and Ms. Jo Wong participated in that activity initiatively.

Yim Lok Hin (Internal Vice-chairperson) replied that he knew Mr. Alex Hung in U-Radio.

Lo Sung Lai Sunny (CS3) asked what the fact that the communication with MC was not enough meant, according to the evaluation.

Cheung Wai Lok (Information Secretary) replied that as there was no mechanism to notify the MC that that activity was overrunning, the MC could not

understand when the Committee notified him except sending him a SMS message finally.

Lo Sung Lai Sunny (CS3) commented that it was amazing that the Committee did not tell the MC what to do when that activity overran as the MC could not be contacted in that activity.

So Man Ho (CS3) asked when the PIC knew all details of that activity in order to notify the guests.

Cheung Wai Lok (Information Secretary) replied 1 week before that activity was held.

So Man Ho (CS3) commented that he did not know why the mass email was sent on 4th October, 2008 as that activity was held on 9th October, 2008.

So Man Ho (CS3) asked to comment the document delivered to the participants in that activity.

Yim Lok Hin (Internal Vice-chairperson) replied that it was not convenient as the document was prepared by Cedars.

So Man Ho (CS3) asked why the Committee accepted the document.

Cheung Wai Lok (Information Secretary) replied that as Cedars suggested having it and it could be a reference for that activity to get more information, although it might not be useful for IS and SE students.

Lo Sung Lai Sunny (CS3) asked for granting overall comment on that activity.

Chairperson approved.

Sit Tsz Yan (CS3) commented that she had gone to that activity and it was not as boring as the career talks before, but it overran as the guests were too amusing.

Lo Sung Lai Sunny (CS3) commented that that activity was quite good as the mode of that activity was changed that the guest did not just give a speech individually.

Cheung Wai Fung (External General Secretary) asked to grant her to report Halloween Sweets Sale.

Chairperson approved.

Cheung Wai Fung (External General Secretary) reported Halloween Sweets Sale.

So Man Ho (CS3) asked why that activity had been suspended for 2 hours.

Chung Man Ho (External Vice-chairperson) replied that as the Committee needed

to take a midterm examination at that time.

So Man Ho (CS3) commented that it was acceptable as the examination was unavoidable.

Lo Sung Lai Sunny (CS3) asked if the sweets packages were bought or were packed by the Committee.

Chung Man Ho (External Vice-chairperson) replied that they were packed by them as the sweets were bought separately.

Ng Wing Yin (CS3) asked how uneven the job division was according to the evaluation.

Cheung Wai Fung (External General Secretary) replied that the job division should be even did not imply the job division was uneven.

So Man Ho (CS3) asked no. of sales was 70 meant there were 70 people bought the sweets or 70 packages sold.

Cheung Wai Fung (External General Secretary) replied that there were 70 packages sold.

So Man Ho (CS3) asked how many people bought it.

Chung Man Ho (External Vice-chairperson) replied that they did not know.

Lo Sung Lai Sunny (CS3) commented that no. of people buying should be recorded so they could know the people's response to that activity.

So Man Ho (CS3) commented that the no. of sales could be recorded as no. of orders.

Lo Sung Lai Sunny (CS3) said that he had taken a photo with a person dressing up as a zombie and asked if there existed other people to dress up like that.

Cheung Wai Fung (External General Secretary) replied Yim Lok Hin (Internal Vice-chairperson) in the morning and Tsang Shun Lun (Sports Secretary) in the afternoon dressing up like western zombie.

Lo Sung Lai Sunny (CS3) asked to comment the quality of the photos taken in that activity.

Lau Mei Ying (Welfare Secretary) replied that it was ok as the name of the Committee and design of Halloween had been added.

So Man Ho (CS3) asked when the sweets were sold out.

Chung Man Ho (External Vice-chairperson) replied about 18:00.

Lo Sung Lai Sunny (CS3) asked for granting overall comment on that activity.

Chairperson approved.

Lo Sung Lai Sunny (CS3) appreciated that there was new activity to provide some festive spirit and good services for the Members as CS needed innovation.

So Man Ho (CS3) commented that he could see the effort made by the Committee.

At 17:46, Chairperson announced that the position of Chairperson was transferred to Chung Man Ho (External Vice-chairperson).

Wan Kit Man (Social Secretary) asked to grant her to report Donation of Smiles.

Chairperson approved.

Wan Kit Man (Social Secretary) reported Donation of Smiles.

Lo Sung Lai Sunny (CS3) asked what the expected no. of participants was.

Wan Kit Man (Social Secretary) replied 500.

Lo Sung Lai Sunny (CS3) commented that as there were 1200 participants eventually, he was happy to see there was over expectation on that activity.

Ng Wing Yin (CS3) asked who would donate the 50 cents.

Wan Kit Man (Social Secretary) replied the professors.

Sit Tsz Yan (CS3) asked how the Members were notified when the donation was collected.

Ng Tsz Ching (Publication & Publicity Secretary) replied that they were notified by the newsletter.

Sit Tsz Yan (CS3) commented that the Members should be notified by mass email as that activity was related to the University.

So Man Ho (CS3) commented that as that activity involved many people, the most important aim of that activity should be to raise prestige of the Association.

So Man Ho (CS3) asked what the 2nd point of the part of rundown of the evaluation meant.

Wan Kit Man (Social Secretary) said pardon.

So Man Ho (CS3) asked that question again and asked what that regulation violated was.

Chung Man Ho (External Vice-chairperson) replied that the Committee should not disturb the pedestrians.

So Man Ho (CS3) commented that it was good to improve them and prevent from erring when the Committee saw other people erred. He said that the Committee was luck that it was not bound by any regulation, so it was ok for that the Committee did not disturb the others.

Ng Wing Yin (CS3) asked if the photos taken had been distributed back to their owners.

Wan Kit Man (Social Secretary) replied no.

Wan Kit Man (Social Secretary) added that the photos were distributed when the Committee saw the acquaintances.

Chairperson reminded Wan Kit Man (Social Secretary) that his approved should be sought when she would like to add some words.

Lo Sung Lai (CS3) asked where the photos taken were and asked if they were destroyed.

Wan Kit Man (Social Secretary) replied that they were in her notebook.

Lo Sung Lai (CS3) commented that the photos should be properly handled to prevent others from picking up her notebook.

So Man Ho (CS3) commented that the photos should be given back to their owners after taken and then she should destroy them.

So Man Ho (CS3) asked why the income of that activity was recorded $550 in the Annual Financial Report instead of $600 recorded in the Annual Functional Report.

Wong Yuet Yi (Marketing Secretary) replied that the mistake in the Annual Functional Report was amended according to the amendment sheet.

So Man Ho (CS3) asked what the sentence “Please stick more stickers” meant in the evaluation.

Wan Kit Man (Social Secretary) replied that it was to remind the Committee members to stick the stickers more initiatively.

So Man Ho (CS3) asked why that activity was held in Library Extension, The University of Hong Kong for one day.

Wan Kit Man (Social Secretary) replied that as that activity was for the University, the activity was sometimes held in there instead of just Haking Wong Podium,

The University of Hong Kong.

So Man Ho (CS3) commented that the venue of that activity could be changed more times such as changing to Chong Yuet Ming Amenities Centre, The University of Hong Kong and Run Run Shaw Podium, The University of Hong Kong as more people could be met there.

So Man Ho (CS3) asked how to select the photos suitable for sticking on board as the space of the board was limited.

Wan Kit Man (Social Secretary) replied that photos taken by more people were selected.

So Man Ho (CS3) commented that people's fairness should be considered as the people taking photo might think they could appear in the board. He reminded that the photo should be let the people taking that photo see or given to them.

So Man Ho (CS3) asked how to count no. of people taking the photos.

Wan Kit Man (Social Secretary) replied that no. of people was added for every photo just taken.

So Man Ho (CS3) asked if there was a person taking photo for more than 1 time.

Wan Kit Man (Social Secretary) replied that the photos taken and stored in her notebook would be checked before taking photos.

So Man Ho (CS3) asked how the people got back their photos.

Wan Kit Man (Social Secretary) replied that a receipt would be given to the people after they had taken a photo.

So Man Ho (CS3) asked how much the professors donated respectively.

Wong Yuet Yi (Marketing Secretary) replied that 1 donated $200, 3 donated $100 and 1 donated $500.

So Man Ho (CS3) commented that his jongmate was so generous that to donate money.

Lo Sung Lai Sunny (CS3) asked if the Committee should be granted by Sowers Action before adding its logo to the banner.

Wong Yuet Yi (Marketing Secretary) replied yes that an email was sent to notify Sowers Action and the logo could be added after Sowers Action allowed.

Lo Sung Lai Sunny (CS3) asked for granting overall commented on that activity.

Chairperson approved.

Lo Sung Lai Sunny (CS3) commented that that activity was meaningful as the Committee could be promoted to the public and charitable undertaking could be done as well.

So Man Ho (CS3) commented that a donation box could be placed to the counter of that activity but it might not need to tell people to donate money.

Li Chi Chung (CS3) commented that that activity had a good nature as the photos could be used for promoting the Committee and the Committee could be further promoted by sending the photos back to the people taking them as well.

Tse Wai Hang (CS2) suggested the Committee members wearing the society T-shirts when holding that activity as it led to better response and more effect promotion.

Lau Kim Yuk (Financial Secretary) asked to grant her to report Mixer.

Chairperson approved.

Lau Kim Yuk (Financial Secretary) reported Mixer.

So Man Ho (CS3) asked what the 1st point of the part of rundown of the evaluation meant.

Lau Kim Yuk (Financial Secretary) replied that as the guests were too late to invite, the starting time of that activity was a bit late.

So Man Ho (CS3) commented that the Committee should give some time to invite them and managed the time well.

Lo Sung Lai Sunny (CS3) asked how no. of participants was calculated.

Lau Kim Yuk (Financial Secretary) replied that they estimated it as it was hard to count and the Committee thought it was about 100.

Lo Sung Lai Sunny (CS3) asked what the criteria were to select food.

Tsang Shun Lun (Sports Secretary) replied that the most important criterion was the quantity, then the quality, and then the kind.

Chan Tsz Hang (CS3) asked what the food was selected for that activity.

Wong Yuet Yi (Marketing Secretary) replied that there were fish balls, curry, fried rice, noodles, pizza, sushi, etc.

So Man Ho (CS3) asked what the 1st point of the part of preparation of the evaluation of 2008 – 2009 First Semester Mixer.

Lau Kim Yuk (Financial Secretary) replied that as more than half the Committee members had quiz, many of them were unavailable.

Lo Sung Lai Sunny (CS3) asked what the strategy was to take the food out.

Lau Kim Yuk (Financial Secretary) replied that the food was taken out periodically, but the food was not to make people full and the latecomers should be considered.

Lo Sung Lai Sunny (CS3) asked for granting overall comment on that activity.

Chairperson approved.

Lo Sung Lai Sunny (CS3) asked for granting overall comment on that activity.

So Man Ho (CS3) commented that as the Committee was familiar with the organisation, that activity was not in mess.

At 18:29, Chairperson announced that the position of Chairperson was transferred to Lau Mei Ying (Welfare Secretary).

Chung Man Ho (External Vice-chairperson) asked to grant him to report Cyber Spot 2008.

Chairperson approved.

Chung Man Ho (External Vice-chairperson) reported Cyber Spot 2008.

So Man Ho (CS3) asked how the Organising Committee was recruited.

Chung Man Ho (External Vice-chairperson) replied that about 40 Organising Committee members were recruited.

So Man Ho (CS3) asked how they were divided into groups.

Chung Man Ho (External Vice-chairperson) replied that they decided without limit.

Lo Sung Lai Sunny (CS3) asked how cyber that activity was as someone asked him that.

Chung Man Ho (External Vice-chairperson) replied that that function needed not to be cyber as the most important aim of it was to link the student of CS together and let them focus on a spot.

Lo Sung Lai Sunny (CS3) commented that he would report that answer to that body.

So Man Ho (CS3) asked when the name of that function was replaced from CS

Festival 2008 to Cyber Spot 2008.

Chung Man Ho (External Vice-chairperson) replied a few day before recruiting Organising Committee.

So Man Ho (CS3) asked who decide those 3 activities in that function.

Chung Man Ho (External Vice-chairperson) replied the Organising Committee.

So Man Ho (CS3) asked how many the Committee members were present in the meetings holding with the Organising Committee.

Chung Man Ho (External Vice-chairperson) replied that all of them which could present were present.

So Man Ho (CS3) asked where the meetings were held as there might be more than 40 Organising Committee members and more than 10 the Committee members.

Chung Man Ho (External Vice-chairperson) replied that as there were more than 20 people attending the 1st meeting, it was held there, or it was held in Fong Shu Chuen Amenities Centre otherwise.

So Man Ho (CS3) comment that it was a long problem as there was not always available, so new venue should be found.

So Man Ho (CS3) asked how free the Organising Committee could hold that function.

Chung Man Ho (External Vice-chairperson) replied that the freedom was given them as more as possible except some of their decisions might adversely affect that function and when that happened, they would be advised to reconsider and some explanations would be given to them when their minds were jammed.

So Man Ho (CS3) asked how many the Committee members were present in the small meetings.

Chung Man Ho (External Vice-chairperson) replied 2 – 3.

So Man Ho (CS3) asked Chung Man Ho (External Vice-chairperson) that as a PIC, what guidelines were given to the sub-PICs.

Chung Man Ho (External Vice-chairperson) replied that he let the hand of the sub-PICs as free as possible.

So Man Ho (CS3) hoped that the guidelines to the sub-PICs were enough.

So Man Ho (CS3) asked if other the Committee members did too little for that function.

Chung Man Ho (External Vice-chairperson) replied yes and some did not do thing at all.

So Man Ho (CS3) asked when the 1st meeting was held.

Chung Man Ho (External Vice-chairperson) replied 10th October, 2008.

So Man Ho (CS3) asked if change of the name of that function was explained to the Organising Committee.

Chung Man Ho (External Vice-chairperson) replied yes.

Chu Sai Yiu (CS1) asked how to handle if there were people dominating in the 1st meeting.

Chung Man Ho (External Vice-chairperson) replied that he would try to retake the authority of holding the 1st meeting although he could not prevent people from dominating effectively.

So Man Ho (CS3) commented that the proposed cabinet could ask more questions as they were more familiar to that function.

Cheung Man Pan (CS2) asked what the response of 3 activities in that function.

Ng Che Kit (Chairperson) asked which aspect was.

Cheung Man Pan (CS2) asked what the numbers of participants were.

Chung Man Ho (External Vice-chairperson) replied that it was ideal that 90 people joined Opening Ceremony & Singing Contest, only almost the Organising Committee joined Simplified Netball Competition and although he expected there would be more than 60 people to join Cyber Dinner, 58 people was acceptable.

Cheung Man Pan (CS2) asked if the Committee organised Simplified Netball Competition again if it could.

Tsang Shun Lun (Sports Secretary) replied yes as that activity was a good idea.

Ng Wing Yin (CS3) asked if he had promised to recruit current students as the Organising Committee members in Campaign.

Chung Man Ho (External Vice-chairperson) replied they forgot entirely.

Ng Wing Yin (CS3) commented that she was happy to see Chung Man Ho (External Vice-chairperson) admitted it and reminded the next cabinet that it should remember what it promised in Campaign.

So Man Ho (CS3) asked if the name "Cyber Spot" would be continue to use.

Chung Man Ho (External Vice-chairperson) replied no as the word "cyber" could not be explained so the name might be turned back to CS Festival again.

So Man Ho (CS3) commented that the Committee did not need to too care about the convention as there were very few people not intending to choose CS to be the Organising Committee members even though that function was not called CS Festival and the word "CS Festival" was easy to understand.

Lee Kin Chung (CS1) commented that that function was good as it could attract people to join the Committee.

Lo Sung Lai Sunny (CS3) why the name of the last activity of that function was changed to "Cyber Dinner".

Chung Man Ho (External Vice-chairperson) replied that the reason was the same as changing the name of that function and they thought that the annual dinner was an annual activity for CS students only.

Lo Sung Lai Sunny (CS3) commented that some of his friends asked him if joining Cyber Dinner required wearing in a cyber look.

So Man Ho (CS3) commented that although the word "cyber" could be associated with "computer", it was still not needed to change the word from "annual" to "cyber".

Wong Yee Tak (CS1) asked if the Organising Committee was given too much freedom that its members become puzzling and inefficient to organise activities.

Chung Man Ho (External Vice-chairperson) replied that he did not want to strangle the creativity of the Organising Committee so he did not plan the rundowns of the activities, but he admitted that it would waste time.

So Man Ho (CS3) commented that the venue had been decided wrongly for 1 month when the Committee was the Organising Committee of CS Festival,.

Tan Kok Thye Joseph (CS2) commented that some materials could be given to the Organising Committee.

Wong Yee Tak (CS1) commented that although the Organising Committee had some argues when in the meetings, it was desirable.

So Man Ho (CS3) asked the Committee to grant to report Cyber Spot 2008 – Opening Ceremony & Singing Contest.

Wong Yuet Yi (Marketing Secretary) asked to grant her to report Cyber Spot 2008 – Opening Ceremony & Singing Contest.

Chairperson approved.

Wong Yuet Yi (Marketing Secretary) reported Cyber Spot 2008 – Opening Ceremony & Singing Contest.

Lo Sung Lai Sunny (CS3) asked why Dr. A.T.C. Tam and Dr. K.K.Y. Wong were selected as the judges.

Wong Yuet Yi (Marketing Secretary) replied that as Dr. A.T.C. Tam was the academic advisor of the Freshmen and Dr. K.K.Y. Wong was teaching them.

Lo Sung Lai Sunny (CS3) asked if they had knowledge about music.

Wong Yuet Yi (Marketing Secretary) replied that she did not know but the professors were willing to be.

So Man Ho (CS3) asked what the problem was in the venue of that activity.

Wong Yuet Yi (Marketing Secretary) replied that the dais in front of the stage was fixed and no steps in front of the stage so there no feeling of stage.

So Man Ho (CS3) reminded that the next cabinet should pay attention to that.

So Man Ho (CS3) asked from what the equipment of that activity came.

Chung Man Ho (External Vice-chairperson) replied that the microphones were borrowed from Classroom Services Unit, Registry and the mixer was borrowed from Music Society, A.A.H.K.U.S.U.

Ng Wing Yin (CS3) asked if the time was enough to open for application of that activity within 3 days.

Wong Yuet Yi (Marketing Secretary) replied that it was not too enough.

So Man Ho (CS3) asked if all other equipment was from the venue.

Chung Man Ho (External Vice-chairperson) replied that the speakers were borrowed by Chan Tsz Hang (CS3).

So Man Ho (CS3) commented that Chan Tsz Hang (CS3) had lent the speakers for 3 years and the speakers should be borrowed by other ways after Chan Tsz Hang (CS3) had graduated.

So Man Ho (CS3) asked when the final information of the applicants was known.

Wong Yuet Yi (Marketing Secretary) replied that it would be known after the application period.

So Man Ho (CS3) commented that it should be pay attention as someone did not

know the day before.

So Man Ho (CS3) asked what decoration that activity had.

Wong Yuet Yi (Marketing Secretary) replied that there was Microsoft Power Point slides projected to the wall of the stage.

So Man Ho (CS3) asked if there was any notification outside the venue to indicate what activity was holding in the venue.

Chung Man Ho (External Vice-chairperson) replied that there was a poster posted at outside.

So Man Ho (CS3) commented that it was too crude.

So Man Ho (CS3) asked who bought the glow sticks for that activity.

Wong Yuet Yi (Marketing Secretary) replied that they were remained from Orientation Programme 2008 – Orientation Camp.

Li Chi Chung (CS3) asked why there were too few prizes in that year.

Wong Yuet Yi (Marketing Secretary) replied that 2 kinds of prizes were added although no. of prizes was reduced.

Li Chi Chung (CS3) commented that no. of prizes could be as many as possible and even having the champion, 1st runner-up and 2nd runner-up in order to raise the atmosphere.

Cheng Sum Yee (CS3) asked if there were gifts for the winners.

Wong Yuet Yi (Marketing Secretary) replied no.

So Man Ho (CS3) asked they had even no certificate of merit.

Cheung Wai Fung (External General Secretary) replied yes.

So Man Ho (CS3) asked why it was not recorded in the Annual Financial Report.

Wong Yuet Yi (Marketing Secretary) replied yes as she used her own print quota.

So Man Ho (CS3) commented that it was better to have gifts as they represented the affirmation of the winners' performance.

So Man Ho (CS3) asked if there was video recording in that activity.

Wong Yuet Yi (Marketing Secretary) replied no.

So Man Ho (CS3) recommended to record just as 1 year before as it was better.

Lo Sung Lai Sunny (CS3) asked how much audience there was.

Wong Yuet Yi (Marketing Secretary) replied 90 recorded in the Annual Report.

So Man Ho (CS3) asked how many Eng1 students felt satisfactory about that activity.

Wong Yuet Yi (Marketing Secretary) replied around 10 few to 20 students.

So Man Ho (CS3) asked if the Committee knew that the Committee members needed to have dinner.

Chung Man Ho (External Vice-chairperson) replied no.

So Man Ho (CS3) commented that he saw 1 of the Committee member was so pity that having dinner in the venue and hoped that the time of the activity should not clash that of dinner.

So Man Ho (CS3) asked for granting overall comment on that activity.

Chairperson approved.

So Man Ho (CS3) commented that he asked many questions about that activity as he wanted the next cabinet could organise it in the next year as many people liked singing and it was interesting and not time-consuming.

Lo Sung Lai Sunny (CS3) commented that he thought that that activity was organised best in the year when the Committee was still the Organising Committee as there was a theme which was school uniform, and that activity was better than that held 2 years before.

So Man Ho (CS3) asked the Committee to report Cyber Spot 2008 – Simplified Netball Competition.

Tsang Shun Lun (Sports Secretary) reported Cyber Spot 2008 – Simplified Netball Competition.

So Man Ho (CS3) asked what the use of the folders was.

Tsang Shun Lun (Sports Secretary) replied that each folder-like thing was tied with a string and hung on a person's neck.

Chung Man Ho (External Vice-chairperson) added that that thing was to identify a team according to the rules.

So Man Ho (CS3) was sorry that he did not know anything about that activity.

Cheung Man Pan (CS1) commented that netball was easy to play.

Ng Wing Yin (CS3) commented that using the clear holders were creative.

So Man Ho (CS3) asked why insulating tape was used to divide the field for that activity.

Tsang Shun Lun (Sports Secretary) replied that as using it was eye-catching.

Lo Sung Lai Sunny (CS3) asked to describe what netball was.

Tsang Shun Lun (Sports Secretary) described what netball was.

Lee Chun Kit (CS1) asked if the Committee had a self-questioning after someone's leg was hurt but no one cared about him due to lacking communication between the Committee and the Organising Committee.

Chung Man Ho (External Vice-chairperson) replied that he was regretful and he brought that person back to his mini hall.

Lo Sung Lai Sunny (CS3) asked if there were 8 people per team.

Chung Man Ho (External Vice-chairperson) replied no.

Lo Sung Lai Sunny (CS3) asked how many people participated in that activity in total.

Tsang Shun Lun (Sports Secretary) replied about 30.

Lo Sung Lai Sunny (CS3) asked if the Committee members and the Organising Committee members participated in.

So Man Ho (CS3) replied that both did.

Lo Sung Lai Sunny (CS3) asked how many the Committee members and the Organising Committee members participated in that activity.

Chung Man Ho (External Vice-chairperson) asked 6 the Committee members and 6 – 7 Organising Committee members.

So Man Ho (CS3) asked how many Organising Committees participated in that activity.

Tsang Shun Lun (Sports Secretary) replied 1.

So Man Ho (CS3) asked how many Organising Committee members participated in.

Tsang Shun Lun (Sports Secretary) replied 7.

So Man Ho (CS3) asked who the judge was.

Chung Man Ho (External Vice-chairperson) replied the Organising Committee members.

Lo Sung Lai Sunny (CS3) asked if there was prize if a team won.

Tsang Shun Lun (Sports Secretary) replied yes.

Lo Sung Lai Sunny (CS3) asked what the prizes were.

Chung Man Ho (External Vice-chairperson) replied a large pack of Wangwang.

Lo Sung Lai Sunny (CS3) asked when the prizes were awarded.

Tsang Shun Lun (Sports Secretary) replied in the final on 14th November.

Lo Sung Lai Sunny (CS3) asked what the team in the 4 teams lost.

Tsang Shun Lun (Sports Secretary) replied that it was called a losing team.

Lo Sung Lai Sunny (CS3) asked what the name of that team was.

Tsang Shun Lun (Sports Secretary) replied 菠蘿油.

Lo Sung Lai Sunny (CS3) commented that the losing team should also be recorded due to the consistency with the Report on Orientation Programme 2008 – Orientation Camp.

So Man Ho (CS3) asked why only a few people participated in.

Chung Man Ho (External Vice-chairperson) replied that as the publication of that activity was bad, the period of accepting application was short, it was hard to form a team and sports in CS was not popular.

So Man Ho (CS3) asked if there was audience.

Tsang Shun Lun (Sports Secretary) replied yes.

So Man Ho (CS3) asked how many audiences there were.

Tsang Shun Lun (Sports Secretary) replied 2.

So Man Ho (CS3) asked what the problem of the marking board was.

Tsang Shun Lun (Sports Secretary) replied that it was difficult to flip and hang.

So Man Ho (CS3) asked if there was suggestion about marking the marking board.

Tsang Shun Lun (Sports Secretary) replied that when it was making, some spaces of each page should be preserved for flipping the page backward and it could be known how to do when hanging it.

So Man Ho (CS3) asked if the score board stored in the CS' Area was used for that activity.

Tsang Shun Lun (Sports Secretary) replied no as he thought that his was the best.

So Man Ho (CS3) commented that a formal score board could be consider to buy as it was still needed to use after that activity.

So Man Ho (CS3) asked if there was decoration in the venue.

Tsang Shun Lun (Sports Secretary) replied no.

So Man Ho (CS3) commented that the decoration was better to have to prevent from other people did not know what activity was held in the venue.

So Man Ho (CS3) asked for granting overall comment on that activity.

Chairperson approved.

Lo Sung Lai Sunny (CS3) commented that he did not join it as he did not know when it was held and the CS students were dislike that activity might be due to the problem of publication. He hoped the next cabinet could solve it.

So Man Ho (CS3) commented that there were problems in decoration and publication.

Lee Kin Chung (CS1) commented that he was an Organising Committee member of that activity and he felt good as he could book the venue overnight with other Organising Committee members.

Ng Wing Yin (CS3) commented that that activity was not talked about in the mass email, but Cyber Spot 2008 – Opening Ceremony & Singing Contest and Closing Ceremony & Cyber Dinner only.

Yim Lok Hin (Internal Vice-chairperson) asked to grant him to report Cyber Spot 2008 – Closing Ceremony & Cyber Dinner.

Chairperson approved.

Yim Lok Hin (Internal Vice-chairperson) reported Cyber Spot 2008 – Closing Ceremony & Cyber Dinner.

Lo Sung Lai Sunny (CS3) asked what form the closing ceremony was.

Yim Lok Hin (Internal Vice-chairperson) replied that there was a board posted on

the board of the Committee.

Lo Sung Lai Sunny (CS3) asked where that board was at that time.

Wong Yuet Yi (Marketing Secretary) replied that it was in the CS' Area.

Lo Sung Lai Sunny (CS3) appreciated that the Organising Committee and the Committee had ideas to add to the board which was more meaningful.

So Man Ho (CS3) asked if there was negative evaluation.

Yim Lok Hin (Internal Vice-chairperson) replied that the acoustics in the venue was bad so a speaker was needed to bring to there.

Lo Sung Lai Sunny (CS3) asked why the prizes of Cyber Spot 2008 – Opening Ceremony & Singing Contest were awarded in that activity but that of Cyber Spot 2008 – Simplified Netball Competition was not.

Yim Lok Hin (Internal Vice-chairperson) replied that as the marks in Cyber Spot 2008 – Opening Ceremony & Singing Contest could not be counted in a short time and it was too late to distribute the prizes at the time it was being held.

So Man Ho (CS3) commented that the reason was so weak that he thought it was generated in a short time.

Chu Sai Yiu (CS1) commented that he was an Organising Committee member and the occasion of prize giving was decided by some Organising Committee members.

Cheng Sum Yee (CS3) asked what the dress code of that activity was.

Yim Lok Hin (Internal Vice-chairperson) replied formal.

Cheng Sum Yee (CS3) asked if all participants dressed formally.

Yim Lok Hin (Internal Vice-chairperson) replied no and part of them did not.

So Man Ho (CS3) asked why that thing happened.

Yim Lok Hin (Internal Vice-chairperson) replied that it could not be avoided if someone's leg was hurt and he could not have formal dressing.

Cheng Sum Yee (CS3) asked the Committee to comment the seating plan of that activity.

Yim Lok Hin (Internal Vice-chairperson) replied that it was quite good as the Committee and the CS3 students occupied a desk respectively, while other desks had Eng1 students and professors which could provide academic information for them.

Lo Sung Lai Sunny (CS3) asked if the Committee was notified by Eng1 students that Eng1 students would like to sit with CS students.

Yim Lok Hin (Internal Vice-chairperson) replied no and there were professors notifying them that the professors wanted to sit with Eng1 students.

Lo Sung Lai Sunny (CS3) commented that Dr. Yiu wanted me to sit with a Eng1 student and it was odd.

Cheng Sum Yee (CS3) commented that there was a CS student forcibly drawn away by a lecturer so the Committee should explain to the Department about its limitations of rights.

Chu Sai Yiu (CS1) commented that it was strange that the professors suddenly asked to separate the CS students and let them sit with the professors. He said that professor's request could not be refused although there was a seating plan.

Lo Sung Lai Sunny (CS3) commented that that activity had good atmosphere and the gifts were good.

Cheng Sum Yee (CS3) commented that people might feel badly if the professor suddenly asked CS3 students to sit in.

Lo Sung Lai Sunny (CS3) asked for grant overall comment on Cyber Spot 2008.

Chairperson approved.

Lo Sung Lai Sunny (CS3) commented that Cyber Spot 2008 – Opening Ceremony & Singing Contest and Cyber Spot 2008 – Closing Ceremony & Cyber Dinner was quite good.

So Man Ho (CS3) commented that there were variety games in CS Festival such as chess competition and free games which were once organised by Ng Che Kit (Chairperson), the Organising Committee might be depressed if the participation rate of the activity it organised was low.

Cheng Sum Yee (CS3) commented that the cabinet designate could improve after the problem of low participation rate was evaluated.

Ng Wing Yin (CS3) was happy that the sports game was the thing other than the dodge ball.

So Man Ho (CS3) commented that that function was a good reference to the next cabinet as many CS students joined it and it could be added more contest.

At 20:27, Chairperson announced that the position of Chairperson was transferred to Lau Kim Yuk (Financial Secretary).

Wan Kit Man (Social Secretary) asked to grant her to report Superpass fai chun writing and Superpass Dinner.

Chairperson approved.

Wan Kit Man (Social Secretary) reported Superpass fai chun writing and Superpass Dinner.

Wan Kit Man (Social Secretary) reported the amendment of that activity that the procedure "Slashing of Roasted Pig" was swapped with "Proceed to the Venue" in the rundown.

Lo Sung Lai Sunny (CS3) asked where the knife for slashing the roasted pig was borrowed.

Wan Kit Man (Social Secretary) replied the shopkeeper of the food stall in the venue.

Cheng Sum Yee (CS3) asked what the differences between 2 dinners were.

Wan Kit Man (Social Secretary) replied the prices were different but the fai chun was the same.

Cheng Sum Yee (CS3) asked if it was due to the food in both dinners was different.

Wan Kit Man (Social Secretary) replied that it was due to the Common Admission Scheme, reducing the price of the 2nd dinner could attract more people to join.

So Man Ho (CS3) asked if it was reasonable a roasted pig was cost $450.

Chung Man Ho (External Vice-chairperson) replied that he had chosen as cheap as possible.

So Man Ho (CS3) asked if the Committee had some suggestions about choosing roasted pig to the next cabinet.

Chung Man Ho (External Vice-chairperson) replied that it could be chosen in Centre Street and Kennedy Town.

So Man Ho (CS3) commented that the roasted pig was much expensive than before as it was $200 instead of $400.

Cheng Sum Yee (CS3) commented that the cheap price of the roasted pig should be checked.

Ng Wing Yin (CS3) asked how a roasted pig was slashed into 48 pieces.

Wan Kit Man (Social Secretary) replied yes and if a piece of it could not be further divided, another one could be.

Ng Wing Yin (CS3) reminded the cabinet designate to pay attention to the way of slashing pig.

Cheng Sum Yee (CS3) asked when there were most people writing fai chun and how many people at most.

Chung Man Ho (External Vice-chairperson) replied that it was not counted.

Cheng Sum Yee (CS3) asked why 2 different markets were chosen for 2 dinners.

Wan Kit Man (Social Secretary) replied that as the market was cheap, she did not want to have same venue for 2 dinners and the market in Smithfield was further than that in Shek Tong Tsui.

So Man Ho (CS3) asked if it was suggested that those activities could be held 1 week after Cyber Spot 2008 – Cyber Dinner.

Wan Kit Man (Social Secretary) replied that the date of 2 dinners should not be placed too close as it would reduce the participation rate of that activity.

So Man Ho (CS3) replied that just like marking the professor's sponsors too frequently, it was undesirable as well.

So Man Ho (CS3) asked for granting overall comment on those activities.

Chairperson approved.

Cheng Sum Yee (CS3) commented that she did not join both dinners, the promotion should be more attractive and it was happier that people joined those activities with friends.

So Man Ho (CS3) commented that the promotion was important, especially in the 2nd semester as it was difficult to attract CS3 students to join.

So Man Ho (CS3) asked for granting overall comment on the Annual Functional Report.

Chairperson approved.

So Man Ho (CS3) hoped that the Committee could join the activities held by the next cabinet.

Lo Sung Lai Sunny (CS3) commented that many activities was well organised and many effort was paid on them. He pointed out that the greatest problem was the promotion as many mass email were too late to be sent, they were even be sent before a few days the activity was held as normally the email should be sent

2 weeks before the activity was held and the mass emails could be drafted early.

Cheng Sum Yee (CS3) commented that the posters were too late to be posted as they were shown when the activities were started.

Li Chi Chung (CS3) commented that when a person became older, he would like to try more new things, but as some conventions could attract the Freshmen, they could be consider to preserve and something could be reformed. He said that CS Festival could be preserved and it was not needed to change entirely.

Lau Mei Ying (Welfare Secretary) asked to grant her to report Calendar Card.

Chairperson approved.

Lau Mei Ying (Welfare Secretary) reported Calendar Card.

Ng Wing Yin (CS3) asked if the information of the calendar card was correct.

Ng Tsz Ching (Publication & Publicity Secretary) replied that there was something missing in it.

Ng Wing Yin (CS3) asked the Committee members having proofread the calendar card raised up their hands.

5 the Committee members raised up their hands.

Ng Wing Yin (CS3) commented that the Committee had some problems as the calendar card was still wrong even 5 people had checked it.

Lo Sung Lai Sunny (CS3) asked if mass email was sent for amendment of the calendar card.

Lau Mei Ying (Welfare Secretary) replied that it had been considered and she would suggest the next cabinet to do it.

Ng Wing Yin (CS3) asked if the wrong calendar cards were continued to distribute.

Chung Man Ho (External Vice-chairperson) replied no.

So Man Ho (CS3) commented that it was bad that the calendar card was misleading and announcing the amendment in the website of the Committee might be better than sending mass email as sending mass email would let many people knew.

So Man Ho (CS3) asked if there was other ways to distribute the calendar cards.

Lau Mei Ying (Welfare Secretary) replied that they were distributed initiatively when welfare week and in the other time the Committee tried its best to

distribute.

Ng Wing Yin (CS3) commented that the calendar cards could be put into the lecturers' mailboxes.

So Man Ho (CS3) commented that the calendar cards could be put at the Association board for distribution.

Ng Wing Yin (CS3) asked for granting overall comment on Calendar Card.

Chairperson approved.

Ng Wing Yin (CS3) appreciated that the calendar card was publish early and it had a good design.

Lau Mei Ying (Welfare Secretary) asked to grant her to report Class Photo Taking.

Chairperson approved.

Lau Mei Ying (Welfare Secretary) reported Class Photo Taking.

So Man Ho (CS3) asked how many photos were distributed after 300 photos were printed.

Lau Mei Ying (Welfare Secretary) replied more than 100.

So Man Ho (CS3) asked what the class photo was wrong.

Chung Man Ho (External Vice-chairperson) replied that the last character was missing in the word "Information Systems" in the class photo.

Lo Sung Lai Sunny (CS3) asked there was remedy.

Lau Mei Ying (Welfare Secretary) replied no.

So Man Ho (CS3) commented that it was a pity that the name of other curriculum was wrong and it was discovered after a part of the class photos was distributed, he would print them again if he were her.

Ng Wing Yin (CS3) asked when the people taking photo were contacted for gathering.

Lau Mei Ying (Welfare Secretary) replied that the students' core courses were found and the professors teaching those courses were contacted 1 day before the photo taking, then the Committee would go to the classrooms just after those courses were finished to take photos. She said that there might be short of time to find those courses in the beginning of the semester.

Ng Wing Yin (CS3) asked again when the people taking photo were contacted for

gathering.

Lau Mei Ying (Welfare Secretary) replied that the students were not contacted except CS3 students as they had no core courses.

So Man Ho (CS3) asked why the mass email was not sent but there was class visit.

Lau Mei Ying (Welfare Secretary) was sorry that she had no time.

Lo Sung Lai Sunny (CS3) commented that it was unacceptable that the mass email was sent 1 day before photo taking as the students might be checked it in time and he did not know why CS2 students were not notified by mass email as they might not attend the lessons although they were core courses, so sending mass email to all people was the responsibility of the Committee.

Cheng Sum Yee (CS3) commented that if the mass email was sent in time, some CS3 students might go back to school due to the photo taking.

Li Chi Chung (CS3) commented that it was unacceptable as the semester had begun for a long time on 25th September so the Committee should have time to do it as the Committee had flexibility. He reminded that there might be problems in the communication between the Committee members.

So Man Ho (CS3) asked how IS students were invited to take the class photo.

Lau Mei Ying (Welfare Secretary) replied that they waited at IS students' classroom.

So Man Ho (CS3) asked if ISA, BEA, H.K.U.S.U. had been contacted.

Chung Man Ho (External Vice-chairperson) replied no.

So Man Ho (CS3) commented that it was wonderful that IS students accepted to take photos as they had not for a few years before.

Ng Wing Yin (CS3) asked if CS3 students' class photo was acceptable.

Lau Mei Ying (Welfare Secretary) was sorry that they come later to take the photo.

So Man Ho (CS3) asked if the lecturers were notified that there was class photo taking.

Lau Mei Ying (Welfare Secretary) replied that she forgot.

So Man Ho (CS3) commented that some lecturers would remind the students to take class photos but the students might still leave.

Ng Wing Yin (CS3) asked if CS3 students' class photo was taken at 17:00.

Chung Man Ho (External Vice-chairperson) replied yes.

Cheng Sum Yee (CS3) commented that as the lecturer ended the lesson early and there was tutorial in Room 312, Haking Wong Building, The University of Hong Kong and the people needed to occupy the seats there, all people had gone. She said that although Lo Sung Lai Sunny (CS3) had notified Chung Man Ho (External Vice-chairperson), the Committee members could not hold CS3 students to stay.

Ng Wing Yin (CS3) commented that she went back from work in hurry at 17:00 but she found that the photo had been taken.

So Man Ho (CS3) commented that as it was difficult to gather CS3 students, it was not suitable for the photo taking at 17:00. He reminded that more CS3 students should be asked about their available time.

Lo Sung Lai Sunny (CS3) commented that as CS3 students were about to graduate, they were persistent about the class photo.

Ng Wing Yin (CS3) asked for granting overall comment on Class Photo Taking.

Chairperson approved.

Ng Wing Yin (CS3) commented that it could be done better and the photos were clear.

Li Chi Chung (CS3) commented that the successful rate of photo taking was high that year and Bioinfo students would like to take photo by the Committee members.

Lau Mei Ying (Welfare Secretary) asked to grant her to report Contact Directory.

Chairperson approved.

Lau Mei Ying (Welfare Secretary) reported Contact Directory.

Ng Wing Yin (CS3) asked in which courses the contact directory was distributed.

Lau Mei Ying (Welfare Secretary) replied that it was distributed in CSIS1120 and CSIS1121 for CS1 students and CSIS0250 for CS2 students.

So Man Ho (CS3) asked how the contact information was collected.

Lau Mei Ying (Welfare Secretary) replied that it was collected by the mass email.

Ng Wing Yin (CS3) asked if the information was collected initiatively.

Lau Mei Ying (Welfare Secretary) replied that she had a class folder to ask people to fill in.

Ng Wing Yin (CS3) asked if Lau Mei Ying (Welfare Secretary) remembered the fact talked about in Campaign that the old information could be reused.

Lau Mei Ying (Welfare Secretary) replied that the people providing information 1 year before might not be willing to provide in that year.

Ng Wing Yin (CS3) commented that as the mass email said that it was needed to reply only if there was update on her information, she did not reply and then her information was disappeared in the contact directory.

Lo Sung Lai Sunny (CS3) commented that the mass email was misleading and the use of the contact directory decreased if it contained too few information.

Lo Sung Lai Sunny (CS3) asked for granting overall comment on Contact Directory.

Chairperson approved.

Ng Wing Yin (CS3) commented the ex-cabinets said that it did not need to worry that the people was no longer to be willing to provide information 1 year after, normally, IS students refused to provide, Bioinfo students' information could be got, but she was appointed that there was too few CS students' information.

So Man Ho (CS3) commented that he did not understand why there was no Tan Kok Thye Joseph (CS2)'s information as he was close to the Committee.

Cheng Sum Yee (CS3) commented that it was ok to use class folder to collect CS1 and CS2 students' information as it was effective, but not CS3 students.

Lo Sung Lai Sunny (CS3) commented that the way of collecting information of the Committee was bad and the contact directory became useless.

Sit Tsz Yan (CS3) commented that the cover design was attractive.

Wong Yuet Yi (Marketing Secretary) asked to grant her to report Marketing Activities.

Chairperson approved.

Wong Yuet Yi (Marketing Secretary) reported Marketing Activities.

Cheng Sum Yee (CS3) asked why there was no shopping discount.

Wong Yuet Yi (Marketing Secretary) replied that the process of changing the name of the Association and the Committee members' cards was complicated.

Cheng Sum Yee (CS3) replied that the reason was acceptable and recommended the cabinet designate could do as the situation had become stable.

Cheng Sum Yee (CS3) asked how Tan Kok Thye Joseph (CS2) could help the Marketing Secretary.

Wong Yuet Yi (Marketing Secretary) replied that Tan Kok Thye Joseph (CS2) was responsible for writing marketing proposals.

Cheng Sum Yee (CS3) asked if there was sponsorship marked by sending email.

Wong Yuet Yi (Marketing Secretary) replied Fevaworks, South China Morning Post, etc.

Cheng Sum Yee (CS3) asked what companies were easy to mark sponsor.

Wong Yuet Yi (Marketing Secretary) replied that the Association did not satisfy the requirement of Super Sandwich and Face Magazine.

Cheng Sum Yee (CS3) asked if there was suggestion about choosing companies for the next cabinet to mark sponsor easier.

Wong Yuet Yi (Marketing Secretary) replied that 宜記餐廳, Fevaworks IT Education Centre which would approach the Committee initiatively for orientation camp, Linux Pilot and PC3 Magazine.

Cheng Sum Yee (CS3) asked what the 1st point in the evaluation meant.

Chung Man Ho (External Vice-chairperson) replied that

So Man Ho (CS3) asked if there existed company which approach the Committee initiatively without being marked.

Wong Yuet Yi (Marketing Secretary) replied that Unisoft did but form should be filled in and proposal should be submitted.

So Man Ho (CS3) asked if the form was filled in and proposal was submitted.

Wong Yuet Yi (Marketing Secretary) replied yes but Unisoft did not provide them sponsor as it had too many universities to choose.

Cheng Sum Yee (CS3) commented that it was ok if there was enough sponsorship.

So Man Ho (CS3) commented that the Department had asked the ex-cabinet if they wanted Linux Pilot.

Cheng Sum Yee (CS3) asked if there was remaining sponsorship product in Orientation Programme 2008 – Orientation Camp.

Wong Yuet Yi (Marketing Secretary) replied that some washing materials and Ricola sweets.

Cheng Sum Yee (CS3) asked how they were handled.

Wong Yuet Yi (Marketing Secretary) replied that they were distributed to the Members and some cleansing creams were remained in the CS' Area.

Cheng Sum Yee (CS3) asked how the cleansing creams were handled.

Wong Yuet Yi (Marketing Secretary) replied that they were not considered.

Cheng Sum Yee (CS3) commented that they could be distributed to the Committee members if they were not too many.

Lo Sung Lai Sunny (CS3) commented that they could be used when the next cabinet held the campaign.

So Man Ho (CS3) asked for granting overall comment on Marketing Activities.

Ng Wing Yin (CS3) commented that there were many Linux Pilot in that year before and they were distributed to all people in the laboratories so the response was good.

Cheng Sum Yee (CS3) asked for granting overall comment on Marketing Activities.

Chairperson approved.

Cheng Sum Yee (CS3) commented that marking sponsors were done fairly well and it should be done earlier as the Association needed to compete with other societies in the University. She reminded that the next cabinet might mark shopping discount.

Ng Wing Yin (CS3) commented that Wong Yuet Yi (Marketing Secretary) did very well.

Lo Sung Lai Sunny (CS3) appreciated that Wong Yuet Yi (Marketing Secretary) had marked many sponsor and was hardworking.

Li Chi Chung (CS3) commented that as the meaning of the word "marketing" was unclear, many people were happy when there was much welfare coming due to marking sponsors.

Ng Wing Yin (CS3) asked the information of the contact directory was verified.

Lau Mei Ying (Welfare Secretary) replied no.

Ng Wing Yin (CS3) how Lau Mei Ying (Welfare Secretary) was sure the information was correct.

Lau Mei Ying (Welfare Secretary) replied that she believed that the Members provided it correctly.

Ng Wing Yin (CS3) commented that the information should be provided to the provider for verification as she was scolded by some people in her year.

Lau Mei Ying (Welfare Secretary) asked to grant her to report Membership Card.

Chairperson approved.

Lau Mei Ying (Welfare Secretary) reported Membership Card.

Lo Sung Lai Sunny (CS3) asked what the idea of the design of the membership card was.

Ng Tsz Ching (Publication & Publicity Secretary) replied that there was an abstract circle in the membership card just like CS was cyber.

Lo Sung Lai Sunny (CS3) asked why Returning Officer was disappeared.

Chung Man Ho (External Vice-chairperson) replied that he should leave for a short time.

Lo Sung Lai Sunny (CS3) asked for granting overall comment on Membership card.

Chairperson approved.

Li Chi Chung (CS3) commented that the membership card was used to identify the Members and in his opinion, the design was like the advertisement of Nokia. He suggested that the circle in the design could be made larger and the card could be changed to be made by plastics.

Lau Mei Ying (Welfare Secretary) asked to grant her to report Mobile Chain Sales.

Chairperson approved.

Lau Mei Ying (Welfare Secretary) reported Mobile Chain Sales.

Ng Wing Yin (CS3) asked to explain the 2nd point of the evaluation.

Lau Mei Ying (Welfare Secretary) replied that as everyone's height was different.

So Man Ho (CS3) asked why the durations of 3 kinds of mobile chain were different.

Lau Mei Ying (Welfare Secretary) replied that the one in 2006 – 2007 was the society product and the name of Association was changed in 2008, so it could not be sold.

Ng Wing Yin (CS3) commented that the new mobile chain was beautiful and fresh, the words on it were not faded and the chain was not rotten so it solved the problem of other 2 kinds of mobile chain.

Ng Tsz Ching (Publication & Publicity Secretary) asked to grant him to report Newsletters Publication.

Chairperson approved.

Ng Tsz Ching (Publication & Publicity Secretary) reported Newsletters Publication.

Lo Sung Lai Sunny (CS3) asked why the soft copy of the newsletter on October 2008 was published late.

Chung Man Ho (External Vice-chairperson) replied that although he had uploaded it, he did not update the website of the Association.

Ng Wing Yin (CS3) asked when the newsletter on October 2008 was published.

Ng Tsz Ching (Publication & Publicity Secretary) replied 24th October, 2008.

So Man Ho (CS3) asked why only the newsletters in 2008 existed.

Chung Man Ho (External Vice-chairperson) replied that as the capacity of the website was full.

So Man Ho (CS3) reminded that the next cabinet could upload the old newsletters if there was enough capacity.

Li Chi Chung (CS3) asked why the newsletters were not distributed in Chow Yei Ching Building, The University of Hong Kong.

Ng Tsz Ching (Publication & Publicity Secretary) replied that there were too few people.

So Man Ho (CS3) asked if the newsletters were put to the Department.

Ng Tsz Ching (Publication & Publicity Secretary) replied that it was considered to distribute newsletters in Chow Yei Ching Building, The University of Hong Kong, but there were too few people.

Li Chi Chung (CS3) commented that as many people would like to stay in .NET Development Laboratory in Chow Yei Ching Building, The University of Hong Kong and many people would attends lesson in the theatres in there, it could not be neglected.

Ng Wing Yin (CS3) asked if the newsletter on October 2008 was published on

time or late.

Lau Mei Ying (Welfare Secretary) replied that it was late as she would like to collect more reviews and previews of the activities.

Lo Sung Lai Sunny (CS3) asked why its cover promoted Joint Society Soccer League.

Ng Tsz Ching (Publication & Publicity Secretary) replied that he would like to collect more reviews and previews of the activities

Lo Sung Lai Sunny (CS3) commented that it was unacceptable and surprising that its cover promoted an ended activity.

So Man Ho (CS3) commented that that newsletter was too late to publish that it meaning was limited and waste the Committee members' efforts and time.

Sit Tsz Yan (CS3) asked how the newsletters were promoted.

Ng Tsz Ching (Publication & Publicity Secretary) replied that the newsletters were posted on the Association Board.

Cheng Sum Yee (CS3) asked if the publication of every newsletter was notified by mass email.

Cheung Wai Fung (External General Secretary) replied yes except the final one.

Li Chi Chung (CS3) asked if no. of mistakes in the newsletters was counted.

Ng Tsz Ching (Publication & Publicity Secretary) replied no.

Lo Sung Lai Sunny (CS3) asked Yim Lok Hin (Internal Vice-chairperson) to comment the articles in the newsletter written by him.

Yim Lok Hin (Internal Vice-chairperson) replied that he would not share anything bad.

Lo Sung Lai Sunny (CS3) commented that his articles were good but it was too exaggerated in the point of promotion.

Ng Wing Yin (CS3) commented that she liked his articles as they were vivid and all articles could be vivid.

Li Chi Chung (CS3) commented that the file size of the soft copy of some newsletters was so large that the computer was handed when loading the PDF. He reminded that the resolution of newsletters could be shrunk if the words could be seen clearly as the monitor of many computers was not very large.

Sit Tsz Yan (CS3) asked why there were something in the newsletter not related

to the Association.

Ng Tsz Ching (Publication & Publicity Secretary) replied that it could attract the Members.

Sit Tsz Yan (CS3) replied that it could make people happy and less bored.

Sit Tsz Yan (CS3) how the Members could contribute.

Ng Tsz Ching (Publication & Publicity Secretary) replied that they could contribute when there existed the Committee member on-duty or by submitting into the collection box, although no one did it.

Sit Tsz Yan (CS3) asked if the Committee suggested the next cabinet to let the Members contribute.

Lau Mei Ying (Welfare Secretary) replied that although it was difficult to encourage the Members to contribute, the Members could participate in making the newsletter so the next cabinet could try.

Ng Wing Yin (CS3) commented that someone could seek Yim Lok Hin (Internal Vice-chairperson)'s advices if someone would like to write novel.

So Man Ho (CS3) commented that the ex-cabinet could be found to contribute.

Ng Wing Yin (CS3) asked why there was too few message in the message box.

Ng Tsz Ching (Publication & Publicity Secretary) replied that the Committee would like to let the Members write their feelings about the examination but the response was not enthusiastic.

Ng Tsz Ching (Publication & Publicity Secretary) replied that the Committee could ask people initiatively as it was useful.

Ng Wing Yin (CS3) commented that it was meaningful to have the message box as it could increase the interaction between the Members.

Cheng Sum Yee (CS3) commented that people could be invited to leave messages by sending MSN messages.

Ng Wing Yin (CS3) asked for granting overall comment on Newsletter Publication.

Chairperson approved.

Ng Wing Yin (CS3) commented that the layout of the 1st newsletter was good.

Sit Tsz Yan (CS3) commented that the newsletter were quite good as they had themes, but the promotion of the newsletter publication was not good enough.

Cheng Sum Yee (CS3) commented that the newsletters were good as it provided the information of the Association for the Members, but the promotion was bad.

So Man Ho (CS3) commented that as the font size in the newsletters was too big, their file size was too big to load, especially the 1st one so the people might not have patient to read them.

Li Chi Chung (CS3) commented that it was fairly ideal when the size of newsletters was 1 – 3MB, the computer might not manage if the newsletter was too large and 8 – 11 MB was just too big. He said that the newsletters were creative, but it contained too less information about the Association so 1 – 2 pages could be added with photos, also, there was too less interaction in the last few newsletters as the people should be asked to contribute initiatively. He continued that the newsletters were good in design but bad in publication as they were always published too late.

Ng Wing Yin (CS3) commented that the last newsletter was published on January but the website said it was on February.

So Man Ho (CS3) commented that the newsletters were the most beautiful for a few years.

Lau Mei Ying (Welfare Secretary) asked to grant her to report Other Product Sales.

Chairperson approved.

Lau Mei Ying (Welfare Secretary) reported Other Product Sales.

So Man Ho (CS3) what the 2nd point of the evaluation meant.

Lau Mei Ying (Welfare Secretary) replied that the cabinet desginate would help to sell the remaining stock.

Li Chi Chung (CS3) asked what the demand of the tissues was.

Lau Mei Ying (Welfare Secretary) replied that there was some demand, 360 bags of tissues were purchased and more than 100 bags were sold.

Li Chi Chung (CS3) commented that it was said to be successful as 139 bags were sold and CD-R and DVD-R were also useful.

Li Chi Chung (CS3) added that DVD-RW could also be sold and any other products if they could be purchased in a very low cost.

So Man Ho (CS3) commented it was good that the tissues were popular and selling A4 papers could also be considered but it should be checked if the Association could sell them as low price as the Engineering Society could.

Ng Tsz Ching (Publication & Publicity Secretary) asked to grant him to report Second-hand Books Sales.

Chairperson approved.

Ng Tsz Ching (Publication & Publicity Secretary) reported Second-hand Books Sales.

Ng Wing Yin (CS3) asked what the last point of the evaluation meant.

Ng Tsz Ching (Publication & Publicity Secretary) replied that the Committee should not allow people to reserve books.

So Man Ho (CS3) asked what the 3rd point of the evaluation meant.

Ng Tsz Ching (Publication & Publicity Secretary) replied that the book sales were too late to be held that some people had bought the textbooks.

So Man Ho (CS3) commented that then it was better to hold the sales earlier.

So Man Ho (CS3) asked who made the poster.

Ng Tsz Ching (Publication & Publicity Secretary) replied him.

So Man Ho (CS3) asked why the poster was so blur.

Ng Tsz Ching (Publication & Publicity Secretary) replied that it was the style of the poster.

Ng Wing Yin (CS3) asked if there were difficulties when transferring the books and money.

Ng Tsz Ching (Publication & Publicity Secretary) replied that as the Committee members were briefed not clearly about the procedure of the transfers.

Ng Wing Yin (CS3) reminded that they should be briefed clearly.

Lo Sung Lai Sunny (CS3) asked how the participants in CS2 and CS3 distributed.

Ng Tsz Ching (Publication & Publicity Secretary) replied that 14 books were received and 6 were sold successfully, there were 2 books owned by CS3 students, 3 owned by CS2 students and 4 owned by Year 4 students originally.

Lo Sung Lai Sunny (CS3) appreciated that there were CS3 students selling books and CS3 students knew about the sales.

Cheng Sum Yee (CS3) asked what the greatest difficulty was.

Ng Tsz Ching (Publication & Publicity Secretary) replied that the sales should not be together with Welfare Week as it would drive the people off to sell book so the sales were not compulsory to hold.

Lee Kin Chung (CS1) asked for granting Tam Chun Kit (Assoc) speaking rights.

Chairperson approved.

Tam Chun Kit (Assoc) commented that the biggest market should be CS2 to CS1 and the cabinet designate would know what books the Freshmen needed.

So Man Ho (CS3) asked for granting overall comment on Second-hand Books Sales.

Chairperson approved.

So Man Ho (CS3) commented that as the Association had many Associate Members, email could be sent to them as they might have some books to sell.

At 23:20, Chairperson received Motion 06.
"To adjourn the meeting for 30 minutes"
Proposed by, Chu Sai Yiu (CS1)
Seconded by, Lee Kin Chung (CS1)

Resolution: No Discussion/Objection, Motion Carried.

At 23:20, Chairperson announced that the meeting was adjourned for 30 minutes and it would be resumed at 23:50.

At 23:50, Chairperson announced that the meeting was resumed.

Ng Wing Yin (CS3) asked for granting overall comment on that adjournment of that meeting.

Chairperson approved.

Ng Che Kit (Chairperson) thanked the cabinet designate for the delicious meal and he said that he had the best AGM and hoped that that convention could last long.

Lo Sung Lai Sunny (CS3) commented that attending that meeting was valuable as he had a meal other than meals from 宜記餐廳, McDonald and 可可店.

Ng Wing Yin (CS3) commented that the meal was good.

Cheng Sum Yee (CS3) commented that the meal was good.

Lau Kim Yuk (Financial Secretary) hoped the next Mixer would be as good as that meal.

Chu Sai Yiu (CS1) hoped that that convention could last long.

Lau Mei Ying (Welfare Secretary) asked to grant to report Society Jacket Sales.

Chairperson approved.

Lau Mei Ying (Welfare Secretary) reported Society Jacket Sales.

So Man Ho (CS3) asked how the people knew there was Jacket (2006 – 2007) being sold.

Lau Mei Ying (Welfare Secretary) replied that they could know by the newsletter and poster.

So Man Ho (CS3) commented that Tam Kit Chun (Assoc) said it was excellent that it was sold.

Ng Wing Yin (CS3) asked how many Jacket (2008 – 2009) was bought by the staff among 86.

Lau Mei Ying (Welfare Secretary) replied around 10.

Lo Sung Lai Sunny (CS3) asked if design of Jacket (2008 – 2009) was changed when it was being sold.

Lau Mei Ying (Welfare Secretary) replied yes as the manufacturing company used a wrong template to make it but they knew it when it was being sold.

Ng Wing Yin (CS3) asked when the position of the embroidery of that jacket was decided.

Lau Mei Ying (Welfare Secretary) replied a few days after it was allowed for ordering.

Sit Tsz Yan (CS3) commented that the position told by the Committee had many versions such as the pocket, sleeve and arm and she knew the position was collar after she had paid.

So Man Ho (CS3) commented that someone submitted their names embroidered late as they would like to know where the embroidery was.

Ng Wing Yin (CS3) asked how the jackets were promoted to the staff.

Wong Yuet Yi (Marketing Secretary) replied that they were promoted by knocking the staff's doors.

Ng Wing Yin (CS3) asked if the staff included the tutors.

Wong Yuet Yi (Marketing Secretary) replied no.

Ng Wing Yin (CS3) commented that as many tutors would like to buy them, promoting to the tutors could increase no. of sales.

So Man Ho (CS3) commented that as a room contained several tutors, no. of sales would greatly increase if the jackets were promoted to the tutors.

Ng Wing Yin (CS3) reminded that the cabinet designate could send female the Committee members to ask the tutors then they would buy.

So Man Ho (CS3) asked if all Jackets (2006 – 2007) were sold out.

Lau Mei Ying (Welfare Secretary) replied yes.

Ng Wing Yin (CS3) asked for granting overall comment on Society Jacket Sales.

Chairperson approved.

Ng Wing Yin (CS3) commented that Jacket (2008 – 2009) was beautiful.

So Man Ho (CS3) commented that it was pity that not so many staff was found to buy them as the staff might think the jacket was ok.

Sit Tsz Yan (CS3) commented that the new jacket was so good that even inactive members bought it.

Lau Mei Ying (Welfare Secretary) asked to grant her to report Society Polo Shirt Sales.

Chairperson approved.

Lau Mei Ying (Welfare Secretary) reported Society Polo Shirt Sales.

Lau Mei Ying (Welfare Secretary) added that the prices of Society Polo Shirt (2008 – 2009) were wrong that they should be $45 and $50 for Member and Non-member respectively.

Ng Wing Yin (CS3) asked how many staff and tutors bought them.

Lau Mei Ying (Welfare Secretary) replied more than 10.

Ng Wing Yin (CS3) commented that the staff and tutors' market was big as they might like the T-shirts.

So Man Ho (CS3) asked how many non-members bought the polo shirt.

Lau Mei Ying (Welfare Secretary) replied that she did not remember except there was a French buying 2.

So Man Ho (CS3) asked what the quality of the polo shirt was.

Chung Man Ho (External Vice-chairperson) replied that there were broken strings and it shrank after washing.

So Man Ho (CS3) commented that the polo shirt contained paper.

Lo Sung Lai Sunny (CS3) asked the Committee to comment the colour which was light blue of the polo shirt.

Lau Mei Ying (Welfare Secretary) commented that people might hard to accept that colour but she did not want to use the common colour but a sharp colour that could make the Association prominent and was eye-catching.

Lo Sung Lai Sunny (CS3) commented that he felt the colour was strange initially but he felt ok after he had worn it and he appreciated the eye of the Committee.

So Man Ho (CS3) commented that the colour was ok and would not crash that of the hall tee.

Lo Sung Lai Sunny (CS3) asked for granting overall comment on Society Polo Shirt Sales.

Chairperson approved.

Ng Wing Yin (CS3) commented that the polo shirt was well-made and suggested the cabinet designate wearing the society tee to make the Committee prominent.

So Man Ho (CS3) commented that he only complained that the polo shirt was expensive.

Tsang Shun Lun (Sports Secretary) asked to grant him to report Society Soccer Team.

Chairperson approved.

Leung Kon Ming (CS1) said that he helped Fung Shiu Hang (CS3) to ask how many regular training were.

Tsang Shun Lun (Sports Secretary) replied 2.

Leung Kon Ming (CS1) commented that no. of training should be more.

Ng Wing Yin (CS3) asked the Committee to comment the participation rate of the regular training.

Tsang Shun Lun (Sports Secretary) replied 11 in average.

Leung Kon Ming (CS1) asked if the list of team member had been updated.

Tsang Shun Lun (Sports Secretary) replied yes.

Leung Kon Ming (CS1) commented that the list should be updated frequently and the members having graduated and absent could be deleted.

Leung Kon Ming (CS1) asked the Committee to comment the situation of meetings of Joint-Society Soccer League (hereinafter referred to as "JSSL").

Tsang Shun Lun (Sports Secretary) commented that the meetings were led by Statistics and Actuarial Science Society SS HKUSU (hereinafter referred to as "SASS SS HKUSU", the atmosphere was good and they were held efficiently.

Leung Kon Ming (CS1) asked if History Society, Arts Association, H.K.U.S.U. had not bought the medals and did not jot minutes for JSSL.

Tsang Shun Lun (Sports Secretary) replied yes.

So Man Ho (CS3) asked the information of JSSL had only a row in the Welfare and Services Report but not a whole report in the Annual Functional Report.

Tsang Shun Lun (Sports Secretary) replied that it was a convention.

Lo Sung Lai Sunny (CS3) commented that Tsang Shun Lun (Sports Secretary) should judge what convention should be retained and discarded. He reminded that the cabinet designate should not neglect JSSL.

So Man Ho (CS3) asked how many meetings for JSSL were held.

Tsang Shun Lun (Sports Secretary) replied around 6.

So Man Ho (CS3) asked how many the Committee members other than Tsang Shun Lun (Sports Secretary) attended the meetings.

Tsang Shun Lun (Sports Secretary) replied that just he attended the meetings.

So Man Ho (CS3) asked if the meetings were not recorded by the minutes.

Tsang Shun Lun (Sports Secretary) replied yes.

So Man Ho (CS3) asked if there was person suggesting jotting minutes.

Tsang Shun Lun (Sports Secretary) replied no in the meetings while he did privately to SASS SS HKUSU.

So Man Ho (CS3) asked how SASS SS HKUSU responded.

Tsang Shun Lun (Sports Secretary) replied that it kindly accepted.

So Man Ho (CS3) asked if it did not jot minutes even it had promised to jot minutes.

Tsang Shun Lun (Sports Secretary) replied yes as it might be too busy.

Sit Tsz Yan (CS3) commented that jotting minutes could guarantee the benefits of the Committee.

Lo Sung Lai Sunny (CS3) commented that the team member not one of the Members could be deleted.

Leung Kon Ming (CS1) asked what the colours of the ball shirt were.

Tsang Shun Lun (Sports Secretary) replied orange with white stripes.

So Man Ho (CS3) asked why there was no Eng1 team member but only CS2, CS3 and the graduates.

Tsang Shun Lun (Sports Secretary) replied that due to the Common Admission Scheme.

So Man Ho (CS3) asked how many the Committee members involved in JSSL.

Tsang Shun Lun (Sports Secretary) replied 9.

So Man Ho (CS3) asked if JSSL had evaluation.

Tsang Shun Lun (Sports Secretary) replied no.

Leung Kon Ming (CS1) asked what quality the judges were 1 year before.

Tsang Shun Lun (Sports Secretary) replied that there were some judges who were not professional and even black whistle, but the judges were hard to find.

So Man Ho (CS3) asked how many the expenditure of JSSL was.

Tsang Shun Lun (Sports Secretary) replied JSSL had no expenditure.

So Man Ho (CS3) asked why.

Tsang Shun Lun (Sports Secretary) replied that it was counted as expenditure of Society Soccer Team.

So Man Ho (CS3) asked how many and what the expenditure was.

Tsang Shun Lun (Sports Secretary) replied water only.

So Man Ho (CS3) asked if there was the Committee members be the judge of JSSL.

Chung Man Ho (External Vice-chairperson) replied him.

So Man Ho (CS3) asked from where the whistle for JSSL came.

Tsang Shun Lun (Sports Secretary) replied that it once appeared in the CS' Area.

So Man Ho (CS3) asked to whom the whistle belonged.

Tsang Shun Lun (Sports Secretary) replied the Association.

So Man Ho (CS3) asked if it was washed once it had been used.

Tsang Shun Lun (Sports Secretary) replied yes.

So Man Ho (CS3) reminded that the next cabinet should be careful when the whistle was found in the CS' Area as the Committee members might had used it before.

Ng Wing Yin (CS3) asked how JSSL was promoted.

Tsang Shun Lun (Sports Secretary) replied that it was promoted by speaking to other people.

Sit Tsz Yan (CS3) commented that it was not enough and mass email could be sent and poster could be posted.

Cheng Sum Yee (CS3) commented that other people could go to the venue of JSSL to encourage Society Soccer Team.

Lo Sung Lai Sunny (CS3) asked if the Committee had tried to recover from the joined societies.

Tsang Shun Lun (Sports Secretary) replied that he tried to recover from the Sports Secretary of SASS SS HKUSU but it was still unsettled at that time.

Lo Sung Lai Sunny (CS3) commented that on behalf of Society Soccer Team, Tsang Shun Lun (Sports Secretary) should recover it.

Ng Wing Yin (CS3) asked if there was conflict when playing football.

Tsang Shun Lun (Sports Secretary) replied no but someone tried to have quarrel.

So Man Ho (CS3) asked if there was in JSSL.

Tsang Shun Lun (Sports Secretary) replied that there were usually complaints without direct conversation.

So Man Ho (CS3) commented that it was great not to hurt relationships between

other societies.

Ng Wing Yin (CS3) commented that 1 year before, there were hoodlums in Forbes Street Football Field that they would tear the field paper if it was shown, luckily nothing happened in that year.

Leung Kon Ming (CS1) asked how a good Society Soccer Team leader to be.

Tsang Shun Lun (Sports Secretary) replied that the leader should be patient, keep contact with his team members, be familiar with the team members' free time and the date of examination, midterm and the deadline of the assignments, provide welfare such as water and be responsible for mediation.

So Man Ho (CS3) asked for granting overall comment on Society Soccer Team.

Chairperson approved.

So Man Ho (CS3) commented that he once attended the meetings of JSSL, Tsang Shun Lun (Sports Secretary) led the team too casually as there was no procedures in JSSL although he had talked about it but Tsang Shun Lun (Sports Secretary) did not listen. He reminded that SASS SS HKUSU might not reliable so the way to duel with it should be improved and the problems should not be extended to the next cabinet. He pointed out that it was not worth to proud about the team getting the champion of JSSL as JSSL had no any publication including poster and banner and JSSL seemed to be kept secret. He added that the minutes must be jotted otherwise there would be no evidence for arguing.

Lo Sung Lai Sunny (CS3) commented that it was necessary to recover the medals and the Committee should jot minutes and not rely on credit of other societies. He said that the promotion was bad.

Ng Wing Yin (CS3) commented that she had attended a meeting for JSSL and the meeting was in a mess. She reminded that the next cabinet should bring more the Committee members to lead the meetings.

Leung Kon Ming (CS1) commented that overall was good including JSSL and managing joining societies, but the regular training was also important.

So Man Ho (CS3) asked how the team members of Society Soccer Team were recruited.

Tsang Shun Lun (Sports Secretary) replied that by asking them if join or not.

So Man Ho (CS3) asked if there was tutor in Society Soccer Team.

Tsang Shun Lun (Sports Secretary) replied that there was a tutor as a Society Soccer Team member called Rocky and other tutors had been asked if they would like to join Society Soccer Team, or people could be asked passively by the newsletters.

So Man Ho (CS3) asked how many tutors joined Society Soccer Team.

Tsang Shun Lun (Sports Secretary) replied less than 3.

So Man Ho (CS3) replied that it did not matter there were too few tutors but it was great to have as the tutors could join it for 5 – 6 years so its strength could be guaranteed and tutors were a good market.

So Man Ho (CS3) asked for granting overall comment on JSSL.

Chairperson approved.

Ng Wing Yin (CS3) commented that she had watched a competition in JSSL and it was great to found that the Committee members came to encourage Society Soccer Team and make the team members very happy. She appreciated Tsang Shun Lun (Sports Secretary) that although he did not know playing football, he would like to learn playing it and even be the goalkeeper as well as watching the team members' belongings.

So Man Ho (CS3) commented that Tsang Shun Lun (Sports Secretary) seemed to be great according to Ng Wing Yin (CS3) and Society Soccer Team had no conventional burden as it was new. He reminded that other the Committee members had the commitment to go to watch the competitions and encourage their team.

Lau Mei Ying (Welfare Secretary) asked to grant her to report Souvenirs for Graduate Students.

Chairperson approved.

Lau Mei Ying (Welfare Secretary) reported Souvenirs for Graduate Students.

So Man Ho (CS3) asked what the proportion between no. of card holders distributed before and after the presentation of Final Year Project was.

Lau Mei Ying (Welfare Secretary) replied about 1:1.

So Man Ho (CS3) reminded that the cabinet designate could follow that.

Ng Wing Yin (CS3) asked due to the waterfall of Haking Wong Building, The University of Hong Kong, how many card holders were destroyed.

Chung Man Ho (External Vice-chairperson) replied that 2 – 3 of them remained and others were foul after distribution.

Ng Wing Yin (CS3) commented that it was lucky that the cabinet designate could have one for commemoration.

So Man Ho (CS3) asked what the feedback was after distribution.

Lau Mei Ying (Welfare Secretary) replied that the graduates were happy and surprising and they said the card holder was useful.

So Man Ho (CS3) hoped that he was surprising as well when he was going to graduate and received a souvenir.

So Man Ho (CS3) asked if the souvenirs were distributed the students other than CS students.

Lau Mei Ying (Welfare Secretary) replied that they were distributed to IS and SE students as well.

So Man Ho (CS3) asked for granting overall comment on Souvenirs to Graduate Students.

Chairperson approved.

Cheng Sum Yee (CS3) commented that distributing souvenirs was a good idea and its time was appropriate, the design of them was good and they were useful but it was a pity that some were destroyed by the waterfall.

Lee Kin Chung (CS1) asked to grant Tam Kit Chun (Assoc) speaking rights.

Chairperson approved.

Tam Kit Chun (Assoc) was happy and represented his classmates to be happy and he was much happy that he received a new card holder but not the one designed by himself.

Ng Wing Yin (CS3) commented that a counter could be set initiatively for distributing souvenirs and the design of the souvenir was delicate.

At 01:24, Chairperson announced that the position of Chairperson was transferred to Wong Yuet Yi (Marketing Secretary).

Lau Mei Ying (Welfare Secretary) asked to grant her to report Stationary Sales.

Chairperson approved.

Lau Mei Ying (Welfare Secretary) reported Stationary Sales.

So Man Ho (CS3) asked if the count of no. of sales in normal time and welfare week was separated.

Lau Mei Ying (Welfare Secretary) replied no.

Cheng Sum Yee (CS3) asked if there were many stacks of papers remained.

Lau Mei Ying (Welfare Secretary) replied that there were 72 stacks of papers and 60 T-shirts remained.

Cheng Sum Yee (CS3) asked the products with the old name of the Association could be sold.

Lau Mei Ying (Welfare Secretary) replied no.

Cheng Sum Yee (CS3) asked how those products were handled.

Chung Man Ho (External Vice-chairperson) replied that they remained to be used for administrative use by the Association.

Cheng Sum Yee (CS3) commented that they could be given out 1 for each of other products was sold if they could.

Lo Sung Lai Sunny (CS3) appreciated that some old products could be made as cloth to polish the CS' Area.

Cheng Sum Yee (CS3) asked why the society folders were provided with the departmental folders.

Lau Mei Ying (Welfare Secretary) replied that as the society one had a new design.

Cheng Sum Yee (CS3) commented that it was better for the products to be made as departmental one as the products could not be sold again if the name of the Association was changed again and the departmental one may be more popular due to the Department.

Sit Tsz Yan (CS3) asked why some prices of the products were different between members and non-members but some were not.

Lau Mei Ying (Welfare Secretary) replied that only the folders were sold in same prices as they were common.

So Man Ho (CS3) asked for granting overall comment on Stationary Sales.

Chairperson approved.

So Man Ho (CS3) was glad to see that there were many products which could be sold.

Cheng Sum Yee (CS3) commented that it was fresh to see that Society Memo was sold and its price was reasonable, but the society papers made by the ex-cabinet were wasted.

Lau Mei Ying (Welfare Secretary) asked to grant her to report Welfare Package Sales.

Chairperson approved.

Lau Mei Ying (Welfare Secretary) reported Welfare Package Sales.

Ng Wing Yin (CS3) asked how the welfare package was promoted to Eng1 students.

Lau Mei Ying (Welfare Secretary) replied that instead of setting counter at outside Room 312, Haking Wong Building, The University of Hong Kong, the counter was set at G/F Lobby, Chow Yei Ching Building, The University of Hong Kong so Eng1 students could notice about it when they went to attend lessons and came out after the lessons were finished.

Ng Wing Yin (CS3) asked how Eng1 students were attracted besides setting counter.

Chung Man Ho (External Vice-chairperson) replied that there was a certain flow rate in the website of the Association and it could be better if the sales could be promoted in Facebook.

Ng Wing Yin (CS3) commented that both formal and informal methods could be used.

Ng Wing Yin (CS3) asked what the difference between no. of sales and the expected one was.

Lau Mei Ying (Welfare Secretary) replied that they were about the same and no. of individual sales of Society Polo Shirt was better.

So Man Ho (CS3) asked why Welfare Package Sales were bad in Lau Mei Ying (Welfare Secretary)'s opinion.

Lau Mei Ying (Welfare Secretary) replied that people having bought the package before did not want to buy it again.

So Man Ho (CS3) asked to report the External Affairs Report.

Chung Man Ho (External Vice-chairperson) reported Relationship with other academic bodies and the amendment of "Statistics and Actuarial Science Society, H.K.U.S.U." to "Statistics and Actuarial Science Society, SS, H.K.U.S.U.".

So Man Ho (CS3) asked if Computer Engineering Association, ENS, H.K.U.S.U. had been contacted.

Chung Man Ho (External Vice-chairperson) replied no as it no longer existed.

So Man Ho (CS3) what happened between EEEA, ENS, H.K.U.S.U. and CEA, ENS, H.K.U.S.U.

Chung Man Ho (External Vice-chairperson) replied that although CE was a curriculum in EEE, their societies were unrelated so when there was joint-societies activities with societies other than EEE, EEEA, ENS, H.K.U.S.U. and CEA, ENS, H.K.U.S.U. had conflict and they fell out with each other. He said that they came to Campaign of the Association in every year.

So Man Ho (CS3) commented that due to the bad relationship between them, the Committee could only get close to 1 party and the ex-cabinet was closer to CEA, ENS, H.K.U.S.U.

So Man Ho (CS3) asked if the Committee had approached to other computer societies to conduct JUCA.

Chung Man Ho (External Vice-chairperson) replied that the Committee joined their Inauguration Ceremony and asked them if they were interested, but the feedbacks were bad that some did not want to and some did not know about JUCA then it was remained unsettled eventually.

So Man Ho (CS3) commented that JUCA was a strange thing that some computer societies such as computer society in CUHK not interested, but that in HKBU might be clearer about it.

So Man Ho (CS3) asked if the Committee helped ISA, BEA, H.K.U.S.U.

Chung Man Ho (External Vice-chairperson) replied yes and the Committee helped its members to make contact directory and told it how the counter was set outside Room 312, Haking Wong Building, The University of Hong Kong.

So Man Ho (CS3) asked how it asked how the counter was set.

Chung Man Ho (External Vice-chairperson) replied that it asked him how the counter was "booked".

So Man Ho (CS3) commented that it was great.

So Man Ho (CS3) asked if the relationship between the Association and MES, ENS, H.K.U.S.U. was about the same as that in 1 year before.

Chung Man Ho (External Vice-chairperson) replied no and it was closer as the Association was affiliated.

So Man Ho (CS3) asked what the relationship between the Association and HKUIEA.

Chung Man Ho (External Vice-chairperson) replied that it had been asked to join JSSL but it had no reply.

So Man Ho (CS3) commented that it was a pity as there were more females in

HKUIEA so organising joint-societies activities with it was great.

Lo Sung Lai Sunny (CS3) asked to comment the relationship with the Engineering Society.

Chung Man Ho (External Vice-chairperson) replied that the Committee cooperated with the previous session very well but the current session was bad as it ordered the cabinet designate.

So Man Ho (CS3) asked what the difference between the relationship between the Association and CES, ENS, H.K.U.S.U. and that between the Association and EEEA, ENS, H.K.U.S.U.

Chung Man Ho (External Vice-chairperson) replied that there was no difference as the frequency of cooperation among them was about the same except they had different committees.

So Man Ho (CS3) asked if Chung Man Ho (External Vice-chairperson) had attended the meetings for JSSL.

Chung Man Ho (External Vice-chairperson) replied no, he knew about JSSL when JSSL was holding and he spent most of the time to deal with the affiliation.

So Man Ho (CS3) asked for granting overall comment on Relationship with other academic bodies.

So Man Ho (CS3) commented that it could be seen that Chung Man Ho (External Vice-chairperson) had put efforts to deal with the relationships with other societies and communicate with them closely. He said that the relationship with HKUIEA was fair as the committee members of HKUIEA were not freshmen.

Chu Sai Yiu (CS1) commented that the cabinet designate could see Chung Man Ho (External Vice-chairperson) tried his best to get closer with other societies and hoped that the cabinet designate could do it also.

At 02:25, Chairperson received Motion 07.

"To give a vote of thanks to the returning officer Mr Ho Chung Yan (UID: 2008140325) for his presence in the Annual General Meeting of CSA, ENS, H.K.U.S.U. Session 2008 – 2009"

Proposed by, Chu Sai Yiu (CS1)
Seconded by, Mo Wing Fat (CS1)

Resolution: No Discussion/Objection, Motion Carried.

Chung Man Ho (External Vice-chairperson) asked to grant him to report Participation in inauguration ceremonies of other societies.

Chairperson approved.

Chung Man Ho (External Vice-chairperson) reported Participation in inauguration ceremonies of other societies.

So Man Ho (CS3) asked how many the Committee members went to the inauguration ceremony of other societies.

Chung Man Ho (External Vice-chairperson) replied 2 – 6.

So Man Ho (CS3) asked the Committee members having gone to inauguration ceremony more than twice to raise their hands.

3 – 4 the Committee members raised their hands.

So Man Ho (CS3) was happy that many the Committee members went to inauguration ceremony.

So Man Ho (CS3) asked if there was any recommendation to the cabinet designate to organise joint-societies activities.

Chung Man Ho (External Vice-chairperson) replied that it should be planned and then proposed to other societies otherwise it could not be done.

So Man Ho (CS3) commented that as there might be a long time to meet in 2nd time, many societies might not organise the joint-society activities too initiatively, therefore the Association must take the lead, otherwise it was difficult to do.

So Man Ho (CS3) asked which societies avoided to be asked about organising joint-society activities.

Chung Man Ho (External Vice-chairperson) replied that they all agreed except conducing JUCA.

So Man Ho (CS3) commented that Chung Man Ho (External Vice-chairperson) needed not to have misgiving to answer it and as CUHK had reduction sub-system, societies of CUHK would not have interest in organising joint-society activities.

So Man Ho (CS3) asked how about the inauguration ceremony of ISA, BEA, H.K.U.S.U.

Chung Man Ho (External Vice-chairperson) replied that he was not served when he went to the inauguration ceremony of ISA, BEA, H.K.U.S.U. but he saw that the committee of ISA, BEA, H.K.U.S.U. was serving the guests.

So Man Ho (CS3) asked what Chung Man Ho (External Vice-chairperson) would ask if he met with the committee members of ISA, BEA, H.K.U.S.U. in the inauguration ceremony.

Chung Man Ho (External Vice-chairperson) replied that he would ask about the

contact directory, etc.

So Man Ho (CS3) asked which societies had invited the Committee to go to the inauguration ceremonies but the Committee did not.

Chung Man Ho (External Vice-chairperson) replied that SEEM and something Science.

So Man Ho (CS3) commented that the reason was acceptable and they should go to the inauguration ceremonies if they could as other societies could be known in the inauguration ceremonies.

So Man Ho (CS3) asked if the cabinet designate went to inauguration ceremonies with the Committee.

Chung Man Ho (External Vice-chairperson) replied yes and he went to the inauguration ceremony of ISA, BEA, H.K.U.S.U. with Li Vai Kong (CS1) but he could not find any committee member to serve them.

So Man Ho (CS3) commented that then there was no way.

Li Vai Kong (CS1) asked what the Committee did if it was interrogated by others in the inauguration ceremonies of other societies.

Chung Man Ho (External Vice-chairperson) replied that it should be gently handled as may be other people's presentation skill had some problems.

Li Vai Kong (CS1) commented that it was ok when he was led by Chung Man Ho (External Vice-chairperson) although there was a big society would like to interrogate them.

So Man Ho (CS3) asked for granting overall comment on Participation in inauguration ceremonies of other societies.

Chairperson approved.

So Man Ho (CS3) commented that it was great for the Committee to go to many inauguration ceremonies and he appreciated that there was interaction between the Committee and other societies. He thought that different societies had their concerns if organising joint-university activities as in the computer society of HKUST, it was so strict that the EGM should be passed and there was big bargaining power when organising joint-university activities.

Chung Man Ho (External Vice-chairperson) asked to grant him to report affiliated with Engineering Society, H.K.U.S.U.

Chairperson approved.

Chung Man Ho (External Vice-chairperson) reported affiliated with Engineering

Society, H.K.U.S.U.

Lo Sung Lai Sunny (CS3) asked if the Committee got any funding after affiliated.

Chung Man Ho (External Vice-chairperson) replied no.

So Man Ho (CS3) commented that the cabinet designate should obtain any useful things in the Engineering Society.

So Man Ho (CS3) asked what benefits the Committee could get after affiliated.

Chung Man Ho (External Vice-chairperson) replied that the Engineering Society and HKUSU provided many resources for the Association to borrow.

So Man Ho (CS3) asked to generally describe what resources could be borrowed.

Chung Man Ho (External Vice-chairperson) replied that a mailbox was granted, some site for banners and posters could be borrowed, more rooms in Chong Yuet Ming Amenities Centre could be borrowed for Singing Contest and the cover in Haking Wong Podium could be booked preferentially for counters.

So Man Ho (CS3) hoped that the cabinet designate could know what resources important for organising activities could be borrowed.

So Man Ho (CS3) asked for granting overall comment on affiliated with Engineering Society, H.K.U.S.U.

Chairperson approved.

So Man Ho (CS3) appreciated the effort made by the Committee to affiliate with the Engineering Society, but the relationships with other societies should be paid attention and sometimes the constitution of the Engineering Society should be review if there were problems in organising activities as it became important after affiliated. He reminded that the cabinet designate should read it.

Chung Man Ho (External Vice-chairperson) asked to grant him to report joining Joint Universities Computer Association.

Chairperson approved.

Chung Man Ho (External Vice-chairperson) reported joining Joint Universities Computer Association.

So Man Ho (CS3) asked why the Committee had no time to reconstruct a new cabinet in JUCA although Chung Man Ho (External Vice-chairperson) had promised it in Campaign.

Chung Man Ho (External Vice-chairperson) replied that as the Committee believed that it was able to do it just after receiving the posts, but there were

many negative responses to other computer societies after several inauguration ceremonies had been attended and it was no time when organising Orientation Programme 2008. He said that although the computer society from HKBU had invited the Committee, it had no time.

So Man Ho (CS3) asked what suggestion to join JUCA could be given to the cabinet designate.

Chung Man Ho (External Vice-chairperson) commented that the cabinet designate should check if it was flexible enough to join JUCA and organising Orientation Programme.

So Man Ho (CS3) commented that although it was busy when the summer due to Orientation Programme, it depended on the year plan of the Committee to see if JUCA could be joined. He said that the ex-cabinet had attended 2 meetings of JUCA but then it was too busy to organise orientation camp and the situation should be considered although it was free after the post was left off. He added that Cheng Chun Yau (Assoc) could be contacted if the cabinet designate was interested.

So Man Ho (CS3) asked for granting overall comment on joining Joint Universities Computer Association.

Chairperson approved.

So Man Ho (CS3) hoped the Association could keep the relationships with other societies forever.

Lo Sung Lai Sunny (CS3) was happy that the external affairs were done well and the Association did not fall foul of other societies. He said that joining JUCA required some condition was satisfied.

So Man Ho (CS3) asked if the chesses were borrowed.

Lau Mei Ying (Welfare Secretary) replied yes and they included Monopoly, Chinese chequers, cards, and Jange.

So Man Ho (CS3) asked if there was chess depreciated.

Lau Mei Ying (Welfare Secretary) replied no.

Ng Wing Yin (CS3) asked for granting overall comment on Welfare.

Chairperson approved.

Ng Wing Yin (CS3) commented that she did not what resources could be borrowed from the Association due to the problem of promotion.

So Man Ho (CS3) asked for granting overall comment on External Affairs.

Chairperson approved.

So Man Ho (CS3) commented he found that there were many mistakes in the names of other societies in the Annual Report and there was no excuse that other societies would not be happy if discovered. He reminded that the cabinet designate should not be wrong 1 day after.

Lo Sung Lai Sunny (CS3) asked for granting overall comment on the agendum 7.

Chairperson approved.

Lo Sung Lai Sunny (CS3) commented that some questions were not wanted to ask such as the word "Closing Ceremony" was missing in the title of poster of Cyber Spot 2008 – Closing Ceremony & Cyber Dinner and "fai chun writing" was missing in that of Superpass fai chun writing and Superpass Dinner. He reminded that the Committee should keep its promise in Campaign.

So Man Ho (CS3) commented that the promotion of welfare was not enough and other activities were fair. He reminded that the cabinet designate should remember what the Annual Report was wrong and should not be wrong 1 year after.

At 03:20, Chairperson received Motion 08.

"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"

Proposed by, Lo Sung Lai Sunny (CS3)

Seconded by, So Man Ho (CS3)

Resolution: No Discussion/Objection, Motion Carried.

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

Sit Tsz Yan (CS3) asked what Forum on Common Admissions and Second Major was.

Chung Man Ho (External Vice-chairperson) replied that it was added as the Department wanted us to organise it.

Sit Tsz Yan (CS3) asked for what expenditure First-aid box was spent.

Lau Kim Yuk (Financial Secretary) replied 賓基 and 殺龍巴斯.

So Man Ho (CS3) asked what Society Football Team spent besides water.

Tsang Shun Lun (Sports Secretary) replied none.

So Man Ho (CS3) asked if some expenditure was spent for the whistle.

Tsang Shun Lun (Sports Secretary) replied that as it was disappeared, he bought it personally.

Lo Sung Lai Sunny (CS3) commented that he knew that.

Ng Wing Yin (CS3) asked if the expenditure of Red Pocket of 2008 – 2009 First Semester Superpass Dinner had mistake.

Lau Kim Yuk (Financial Secretary) replied definitely yes.

Sit Tsz Yan (CS3) asked when the contact directory was printed.

Lau Mei Ying (Welfare Secretary) replied 20th February.

Sit Tsz Yan (CS3) asked what Annual Report Payable meant.

Lau Kim Yuk (Financial Secretary) replied that Annual Report Payable was the money that would pay but had not paid yet.

Lo Sung Lai Sunny (CS3) asked why the contact directory did not have payable.

Lau Mei Ying (Welfare Secretary) replied that as the Annual Report was not published when the Annual Financial Report was made.

Sit Tsz Yan (CS3) asked why the items of Cyber Spot 2008 were not separated.

Lau Kim Yuk (Financial Secretary) replied that the items of Cyber Spot 2008 were too small to separate.

Lo Sung Lai Sunny (CS3) asked where the poster of Forum on Common Admissions and Second Major was posted.

Lo Sung Lai Sunny (CS3) withdrew his previous question.

Lo Sung Lai Sunny (CS3) asked why there were 13 the Committee members in Camp Fee of Orientation Programme 2008 – Orientation Camp.

Yim Lok Hin (Internal Vice-chairperson) replied that the Committee included sub-committee according to the constitution of the Association.

Ng Wing Yin (CS3), Lo Sung Lai Sunny (CS3) and So Man Ho (CS3) commented that Yim Lok Hin (Internal Vice-chairperson) was actually unclear about the constitution and reminded the cabinet designate to read it thoroughly.

Lo Sung Lai Sunny (CS3) asked for granting overall comment on the Annual Financial Report.

Chairperson approved.

Lo Sung Lai Sunny (CS3) commented that he did not how the questions were asked as the person related was absent.

Ng Wing Yin (CS3) strongly recommended the people familiar with the Annual Financial Report could ask questions in the next AGM.

So Man Ho (CS3) reminded that the cabinet designate should carefully check if there was conflict between the Annual Financial Report and the Annual Functional Report.

Cheng Sum Yee (CS3) commented that the Annual Financial Report could not be change as it was audited.

Sit Tsz Yan (CS3) commented that some items were recorded in the Annual Financial Report but not in the Annual Functional Report and some words between 2 reports were not consistent.

At 03:47, Chairperson received Motion 09.

"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"

Proposed by, Lo Sung Lai Sunny (CS3)

Seconded by, Ng Wing Yin (CS3)

Resolution: No Discussion/Objection, Motion Carried.

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

Wan Ho Lun (CS1) asked to grant him to report the Annual Budget.

Chairperson approved.

Wan Ho Lun (CS1) reported the Annual Budget.

Cheng Sum Yee (CS3) asked no. of members was inconsistent.

Wan Ho Lun (CS1) replied that as there were 2 students changing from Bioinfo to CS.

Cheng Sum Yee (CS3) asked again more detailed.

Wan Ho Lun (CS1) replied that there was a typo on the Annual Budget.

Cheng Sum Yee (CS3) asked for granting the Committee speaking rights.

Chairperson approved.

Lau Mei Ying (Welfare Secretary) asked something.

Wan Ho Lun (CS1) replied something.

Lau Mei Ying (Welfare Secretary) asked why only the curriculum of that entry was specified.

Wan Ho Lun (CS1) replied that he followed the Constitution.

Sit Tsz Yan (CS3) asked what Existing members (Expires 2010) meant.

Wan Ho Lun (CS1) replied that Existing members (Expires 2010) meant members in CS2.

Sit Tsz Yan (CS3) asked Wan Ho Lun (CS1) to explain.

Lau Kim Yuk (Financial Secretary) replied that maybe there was misunderstanding.

Cheng Sum Yee (CS3) asked why the A2-size poster of Inauguration Ceremony was published.

Wan Ho Lun (CS1) replied that as the A2-size poster was beautiful.

Cheng Sum Yee (CS3) commented that it might be too expensive.

Wan Kit Man (Social Secretary) asked why there were no red papers, brushes and ink in Superpass Day.

Wan Ho Lun (CS1) replied that they would be bought by him.

Tsang Shun Lun (Sports Secretary) asked how much Wan Ho Lun (CS1) would pay.

Ng Yan Kit (CS1) replied that $50 would be paid for red papers.

Wan Kit Man (Social Secretary) asked how much brushes and ink would be paid.

Ng Yan Kit (CS1) replied $50.

Cheng Sum Yee (CS3) asked why they were not added to the Annual Budget.

Wan Kit Man (Social Secretary) commented that they could be added and were

needed not to pay personally.

Ng Wing Yin (CS3) asked if 100 pieces of membership card were enough.

Chu Sai Yiu (CS1) replied that the cabinet designate did not want to waste the remaining membership cards.

Ng Che Kit (Chairperson) asked if the original design of the membership card would be used.

Chu Sai Yiu (CS1) replied yes.

Lo Sung Lai Sunny (CS3) asked for granting overall comment on the questions asked in that agendum.

Chairperson approved.

Lo Sung Lai Sunny (CS3) reminded the Committee that the meeting was AGM but not Campaign and Wan Ho Lun (CS1) should be able to answer all the questions.

Lo Sung Lai Sunny (CS3) asked how the budget of Orientation Programme 2009 was different after Campaign.

Wan Ho Lun (CS1) replied that the decoration, T-shirt, allowance for age group and game expense were changed.

Lo Sung Lai Sunny (CS3) asked for granting overall comment on agendum 9.

Chairperson approved.

Lo Sung Lai Sunny (CS3) commented that he did not know how to read it and believed that the Annual Budget was amended after Campaign.

Ng Wing Yin (CS3) commented that it was quite good after amendments and she asked for granting the Committee to comment on agendum 9.

Chairperson approved.

Lau Kim Yuk (Financial Secretary) was sorry that she was too lazy to give some data to Wan Ho Lun (CS1).

Lau Mei Ying (Welfare Secretary) commented that she did not ask too detailed and hoped the Annual Budget could make both ends meet.

Lo Sung Lai Sunny (CS3) commented that some data could not be wrong, especially no. of members as they were important, otherwise see them in the next AGM.

Cheng Sum Yee (CS3) commented that that agendum was passed quickly as someone familiar with the Annual Budget was absent.

Sit Tsz Yan (CS3) commented that Tam Kit Chun (Assoc) realised that Prof. Cheung's signature was different.

Ng Che Kit (Chairperson) commented that the cabinet designate should follow the Annual Budget and should not lose money as there were deficits for 2 years due to the Common Admission Scheme.

At 04:18, Chairperson received Motion 10.

"To receive and adopt the Annual Budget of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2009 – 2010"

Proposed by, Lo Sung Lai Sunny (CS3)

Seconded by, Sit Tsz Yan (CS3)

Resolution: No Discussion/Objection, Motion Carried.

10. To elect the Honorary Members, if any

Lo Sung Lai Sunny (CS3) asked if there was any proposed Honorary Member.

Chung Man Ho (External Vice-chairperson) replied no.

Cheng Sum Yee (CS3) asked why that agendum was added.

Ng Ho Lam (Internal General Secretary) replied that the Honorary Member was needed to elect if there was any proposed one.

Cheng Sum Yee (CS3) asked why that agendum was added as it was needed to only if there was a proposed one.

Ng Che Kit (Chairperson) replied that as at least 14 clear days' notice should be given for an AGM, there might be existing a proposed one within the 14 clear days.

At 04:21, Chairperson received Motion 11.

"To move to agendum 11"

Proposed by, Chung Man Ho (External Vice-chairperson)

Seconded by, Yim Lok Hin (Internal Vice-chairperson)

Resolution: No Discussion/Objection, Motion Carried.

11. To amend the Constitution, if any

Cheng Sum Yee (CS3) asked if the Constitution could be amended successfully in that agendum.

Chung Man Ho (External Vice-chairperson) replied no as the amended Constitution should be passed to Engineering Council and CRC before amending it. He reminded that the cabinet designate could be notified if someone wanted to amend it as it was none of his business.

At 04:24, Chairperson received Motion 12.
"To move to agendum 12"
Proposed by, Chung Man Ho (External Vice-chairperson)
Seconded by, Yim Lok Hin (Internal Vice-chairperson)

Resolution: No Discussion/Objection, Motion Carried.

12. Any Other Business

Lo Sung Lai Sunny (CS3) asked if there was any activity not included into the year plan.

Cheung Wai Fung (External General Secretary) replied Fall Moon Festival.

Lo Sung Lai Sunny (CS3) asked how about Beach Activity.

Wan Kit Man (Social Secretary) replied that Beach Activity was cancelled due to the rain.

Chu Sai Yiu (CS1) asked who founded the Association.

Ng Che Kit (Chairperson) replied that he did not know as the Committee had only the contact of the 5th-cabinet at most and the earlier cabinets were unknown and the Association was registered as an organisation by Luk Wai See (Assoc) which was the Chairperson of the 9th-cabinet so the Committee left the cabinet designate to investigate it.

Chu Sai Yiu (CS1) commented that he would try his best to investigate it.

Lo Sung Lai Sunny (CS3) asked what had been done in Fall Moon Festival.

Wan Kit Man (Social Secretary) replied that Cheung Man Pan (CS1) was invited to sing and Li Man Ho (CS2) to perform martial arts.

Lo Sung Lai Sunny (CS3) asked where that activity was held.

Wan Kit Man (Social Secretary) replied in the club of The Belcher's.

Lo Sung Lai Sunny (CS3) regretted that he could not go as that activity was interesting.

Ng Wing Yin (CS3) asked why she received an email from the Association talking about the irresponsibility of a FYP coordinator in the summer holiday.

Ng Che Kit (Chairperson) replied that as 1 of the Members wanted them to send it out so it was forwarded to collect the Members' opinions and then forwarded the opinions to the Department in order to serve the communication channel.

Ng Wing Yin (CS3) commented that the email did not ask her to give opinion so she believed that it was sent wrongly.

Chu Sai Yiu (CS1) asked if there was opinion given to the cabinet designate.

Chung Man Ho (External Vice-chairperson) replied that the Members' dates of attending lessons, examinations and midterms and deadlines of assignments should be checked and tried to ask for more resources from HKUSU for promoting activities.

Lo Sung Lai Sunny (CS3) commented that the information in posters should not be wrong such as Room 308 could be in Chong Yuet Ming Chemistry Building.

Lo Sung Lai Sunny (CS3) asked what way was used to recruit the next cabinet.

Ng Che Kit (Chairperson) replied that some suitable people were found in Cyber Spot 2008 by recruiting Organising Committee to organise it, the 1st meeting for Organising Committee clashed the Freshmen's lesson and the 2nd one clashed the Freshmen's supplementary lesson, therefore the Freshmen were asked to choose their free time for meeting. He said that there was no good method to recruit the next cabinet.

Lo Sung Lai Sunny (CS3) commented that luckily the cabinet designate had found many people to join.

Lo Sung Lai Sunny (CS3) asked what the procedure of sending mass emails was as there were too many amendments on them.

Cheung Wai Fung (External General Secretary) replied that the PICs proofread it before it was sent by her.

Lo Sung Lai Sunny (CS3) commented that the mass email should be checked carefully before sent and he was disappointed that it was wrong even 3 the Committee members had checked it.

Lo Sung Lai Sunny (CS3) asked what the role of Chairperson in Staff-Student Consultative Meeting.

Ng Che Kit (Chairperson) replied that he represented the Association and he had provided his opinion although he did not receive any.

Lo Sung Lai Sunny (CS3) commented that in fact many staff attended Staff-Student Consultative Meeting and usually the class representatives reflected the opinion on the assignments.

Ng Che Kit (Chairperson) replied he talked about the courses and computers, printers and air-conditioning in the computer laboratories.

Lo Sung Lai Sunny (CS3) asked if there was activity organised with the Department besides Mixer.

Chung Man Ho (External Vice-chairperson) replied that Early Mixer and Forum on Common Admissions and Second Major.

Lo Sung Lai Sunny (CS3) asked all the Committee members to give themselves a mark and talk about their most appreciated jongmates.

The Committee members did.

At 06:16, Chairperson received Motion 13.

> "To give a vote of thanks to all returning officers, Mr. Chan Yu Kwan, Mr. Fung Ka Hon, Mr. Ho Chun Yan, Mr. Lai Chung Tin for presences in the Annual General Meeting of CSA, ENS, H.K.U.S.U. Session 2008 – 2009"
>
> Proposed by, Chu Sai Yiu (CS1)
>
> Seconded by, Mo Wing Fat (CS1)

Resolution: No Discussion/Objection, Motion Carried.

All returning officers were given a vote of thanks.

Lo Sung Lai Sunny (CS3) asked for granting overall comment on the meeting.

Chairperson approved.

Chan Yu Kwan (CivE-Law1) was touching that the Committee was successful as the Members gave it a good comment that he had a strong feeling.

Ng Wing Yin (CS3) was touching that the Committee was much better than that 1 year before and she was admired the friendship within the Committee members.

Lo Sung Lai Sunny (CS3) commented that the Committee had a strong will at that time although it was depressed for a year.

So Man Ho (CS3) commented the Committee was well done in front of the Members although many problems appeared within the Committee.

Ng Che Kit (Chairperson) asked for granting a sentence to the cabinet designate.

Chairperson approved.

Ng Che Kit (Chairperson) said to the cabinet designate that the activities held were less than before as a far policy was considered.

Cheng Sum Yee (CS3) commented that Tan Kok Thye Joseph (CS2) did not come but they had sat at there for a long time.

Wong Yuet Yi (Marketing Secretary) replied that as he believed that the meeting was held on Friday and Saturday.

13. Adjournment

At 06:26, Chairperson received Motion 14.
"To go to agendum 13"
Proposed by, Lo Sung Lai Sunny (CS3)
Seconded by, So Man Ho (CS3)

Resolution: No Discussion/Objection, Motion Carried.

At 06:27, 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 proposed cabinet of CSA, ENS, H.K.U.S.U., Session 2010 – 2011

Cascade 匯連
The proposed cabinet of CSA, ENS, H.K.U.S.U., Session 2010 – 2011

Office Bearers	Candidates	Proposers	Seconders
Chairperson	Ho Kok Sum, Ivan (CS1)	Chu Sai Yiu, Lawrence (CS2)	Ng Che Kit, Keni (CS3)
Internal Vice-chairperson	Yuen Chi Leung (CS1)	Mo Wing Fat, Mo (CS2)	Yim Lok Hin, Eason (CS3)
External Vice-chairperson	Tang Chun Hin, Adrian (CS1)	Li Vai Kong, Edward (CS2)	Chung Man Ho, Mike (CS3)
Internal General Secretary	Law Chi Lok, Cyrus (CS1)	Cheng Hok Leung, Eric (CS2)	Ng Ho Lam, Colin (CS3)
Financial Secretary	Wong Wai Ling, Catherine (CS1)	Wan Ho Lun, John (CS2)	Lau Kim Yuk, Kimmy (CS3)
Social Secretary	Wong Mei Wa, Kate (CS1)	Ng Yan Kit, Tec (CS2)	Wan Kit Man, Lauretta (CS3)
Welfare Secretary	Lau Kam Lun, Eric (CS1)	Wong Wing Ying, Wing (CS2)	Lau Mei Ying, Tira (CS3)
Information Secretary	Leung Chi Wah, Edgar (CS1)	Wong Yee Tak, Ada (CS2)	Cheung Wai Lok, Jacky (CS3)
Sports Secretary	Yiu Ka Wing, Fyre (CS1)	Leung Kon Ming, Wilson (CS2)	Tsang Shun Lun, Jeff (CS3)

8. Reports of Computer Science Association, Engineering Society, H.K.U.S.U., Session 2009 – 2010

8.1 General Report

Office Bearers:
The office bearers of the executive committee of CSA, ENS, H.K.U.S.U., Session 2009 – 2010, were elected by general polling. The office bearers were as follows:

Chairperson	Chu Sai Yiu, Lawrence
Internal Vice-chairperson	Mo Wing Fat, Mo
External Vice-chairperson	Li Vai Kong, Edward
Internal General Secretary	Cheng Hok Leung, Eric
External General Secretary	Lee Chun Kit, Eric
Financial Secretary	Wan Ho Lun, John
Publication & Publicity Secretary	Lee Kin Chung, Casper
Social Secretary	Ng Yan Kit, Tec
Welfare Secretary	Wong Wing Ying, Wing
Information Secretary	Wong Yee Tak, Ada
Marketing Secretary	Cheung Man Pan, Zero
Sports Secretary	Leung Kon Ming, Wilson

Session:
The 15th session of the executive committee commenced on 23rd February 2009 and will be terminated at the end of the Annual General Meeting of CSA, ENS, H.K.U.S.U., Session 2009 – 2010.

Members:
CSA, ENS, H.K.U.S.U. now has 200 Full Members and 35 Associate Members. The number of Full Members in each class is as follows:

Bioinfo1	0
Bioinfo2	1
Bioinfo3	1
CS1	62
CS2	61
CS3	75
CS4	0
CS5	0

Meetings:
During session 2009 – 2010, there were 33 executive committee regular meetings and 1 executive committee central meeting.

Administration Policies:
Office bearers had agreed that regular meetings would be held once a week with the exception of examination. Central meetings would be called when necessary. Each activity organized by CSA, ENS, H.K.U.S.U. would be responsible by 1 office bearer.

Resources Granted:
Several resources had been granted to CSA, ENS, H.K.U.S.U. by the Department including:

- The Association Board along the corridor on 3/F, Haking Wong Building, The University of Hong Kong,
- 1 curtain,
- 1 departmental account,
- 1 mailbox (Mailbox 39, 3/F, Chow Yei Building, The University of Hong Kong),
- 1 newsgroup (news://news.cs.hku.hk/hku.cs.csa),
- 1 association corner in Room 312, Haking Wong Building, The University of Hong Kong,
- 1 table,
- 2 cupboards,
- 2 shelves,
- 2 steel cabinets and
- 12 chairs

HKUSU had granted the following resource to the CSA, ENS, H.K.U.S.U.

- 1 mailbox

8.2 Annual Functional Report

8.2.1 Report on Inauguration Ceremony

Person in Charge:
Lee Chun Kit, Eric
(External General Secretary of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Introduction:
The Inauguration Ceremony was held in order to introduce the current executive committee of CSA, ENS, H.K.U.S.U.

Aims:
- To build up good relationship with other external parties
- To inform the public about the formation of the executive committee of CSA, ENS, H.K.U.S.U., Session 2009 – 2010
- To seek for opportunities to cooperate with other external parties

Date:
30th March 2009 (Monday)

Time:
19:00 – 21:30

Venue:
Rayson Huang Theatre, The University of Hong Kong

Resources Borrowed:
- Buffet Stove from Science Society, HKUSU
- Chairs from The University of Hong Kong Estates Office
- Corsages from Civil Engineering Society, Engineering Society, HKUSU
- Drawing Stand from Arts Association, Hong Kong University Students' Union
- Vocal wired microphones from Classroom Service Unit, Registry, The University of Hong Kong
- Mike Stands (Floor Type) from Classroom Service Unit, Registry, The University of Hong Kong
- Poster Stand from The University of Hong Kong Estates Office
- Rayson Huang Theatre, The University of Hong Kong from the Department
- Tables from The University of Hong Kong Estates Office

Details:
- 15 trays of refreshment were provided to serve the participants.
- A reception counter was set up at the entrance of the theatre to serve the coming guests.
- A sign book was prepared for guests to sign.
- Cocktail session was placed at the podium outside Rayson Huang Theatre, The University of Hong Kong.
- The start time was delayed for 15 minutes.

Number of Participants:
Around 100

Guests:
- Dr. A.T.C. Tam (Instructor and Student Advisor)
- Dr. K.K.Y. Wong (Associate Head (Admissions and Student Affairs) and Associate Professor)
- Dr. S.M. Yiu (Assistant Professor)
- Mr. Alex Hung (Vice President of Internet Professional Association and the Chief Advisor of Junior Committee of Internet Professional Association)
- Mr. Chim Tat Wing (Tutor)
- Professor D.W.L Cheung (Head of Department and Professor)
- Representatives of:
  - Civil Engineering Society, Engineering Society, HKUSU
  - Computer Science Society, CityUSU
  - Computer Society, HKUSU
  - Electrical and Electronic Engineering Association, Engineering Society, HKUSU
  - Executive committee of CSA, HKU, Session 2006 – 2007 (Cypress)
  - Executive committee of CSA, HKU, Session 2007 – 2008 (Eager)
  - Engineering Society, HKUSU
  - The Computer Science Society, The Student Union of The Chinese University of Hong Kong
  - Information Systems Association, BEA, HKUSU
  - Mathematics Society, SS, HKUSU
  - Nursing Society, MS, HKUSU
  - Society of Computing Studies, H.K.P.U.S.U.
  - Student Society of Computing of The Open University of Hong Kong

Masters of Ceremony:
- Chu Ying Lung (Law3)
- So Yuen Man (E&F3)

Helpers:
- Chan Kin Keung (CS1)
- Chan Ming Lung (CS1)
- Fung Divine (CS1)
- Kau Chun Kit (CS1)
- Kwong Ho Yan (CS1)
- Lai Yee Ling (CS1)
- Law Ka Lun (CS1)
- Leung Chun Kwok (CS1)
- Ma Chek Kui (CS1)
- Pang Koon Wah (EE1)
- Wan Nok Him (LESCM1)
- Wong Chek Lim (CS1)
- Wong Pak Lim (Civil1)
- Wong Tsz Ki (LESCM1)
- Tong Man Ho (CS1)

- Tse Ho (CS1)
- Yuen Ka Hong (CS1)

Rundown:

19:00 – 19:45	Cocktail period
19:45 – 19:55	Entry
19:55 – 20:00	Welcome speech by the masters of ceremony
20:00 – 20:05	Speech by the Head of Department
20:05 – 20:10	Speech by the Chairperson of CSA, ENS, H.K.U.S.U., Session 2008 – 2009
20:10 – 20:15	Handover ceremony
20:15 – 20:20	Speech by the Chairperson of CSA, ENS, H.K.U.S.U., Session 2009 – 2010
20:20 – 20:25	Video introducing the new cabinet of the Association
20:25 – 20:30	Presentation of souvenirs and Photo taking
20:30 – 21:30	Refreshment

Evaluations:

- Preparation
  - The time for decoration of venue was not enough. It was recommended to book for a longer period for preparation.
- Rundown
  - Rayson Huang Theatre, The University of Hong Kong was grand enough for holding the Inauguration Ceremony. However, it was too large for only about 100 participants.
  - The guest list should have been updated to the master of ceremony.
  - The screen used for showing the slides from the guest was not well prepared. It was recommended to give a briefing to the guests and helpers.
- Post-Activity
  - There were too many materials needed to pack after refreshment. It was recommended to organize the packing process for refreshment.

8.2.2 Report on Career Talk

Person in Charge:
Chu Sai Yiu, Lawrence
(Chairperson of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Introduction:
The Career Talk was jointly organized by CSA, ENS, H.K.U.S.U., Hong Kong Computer Society, Information Systems Association, BEA, HKUSU and YouthClub@HKCS. Guests were invited to share the topics of career in information technology in the future.

Aim:
- To provide the current information about the information technology career in banking industries

Date:
2nd April 2009

Time:
18:30 – 20:00

Venue:
Lecture Theater LE8, Library Extension Building, The University of Hong Kong from the Department

Resources Borrowed:
- Lecture Theater LE8, Library Extension Building, The University of Hong Kong from the Department
- Poster from Information Systems Association, BEA, HKUSU
- Table Cloth from Information Systems Association, BEA, HKUSU

Details:
- Hong Kong Computer Society membership forms were distributed to the participants after the Career Talk.
- The topic "The Future ways of IS & IT students in business" was shared by the guest speakers.

Number of Participants:
49

Guests:
- Mr. Jeremy Richard Godfrey (Government Chief Information Officer, the Government of the Hong Kong Special Administrative Region)
- Mr. Michael. K. M. Leung (Senior Vice President & Chief Informative Officer, China Construction Bank (Asia))

Rundown:

18:15 – 18:30	Start of reception
18:30 – 18:40	Introduction of Hong Kong Computer Society
18:40 – 19:10	Presentation by Mr. Jeremy Richard Godfrey
19:10 – 19:40	Presentation by Mr. Michael. K. M. Leung
19:40 – 19:55	Question and answer session
19:55 – 20:00	Presentation of Souvenirs

Evaluations:

- Preparation
  - The confirmation of the details about the activity was too late.
  - The duty of each co-operating organization was not clearly defined.
  - The promotion on the activity was not enough.
- Rundown
  - Most of the participants joined after the program had started.
  - Questions should have been prepared for the dead-air circumstance of question and answer session.

8.2.3 Report on Mixer (Semester 2, 2008 – 2009)

Person in Charge:
Wan Ho Lun, John
(Financial Secretary of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Introduction:
The Mixer (Semester 2, 2008 – 2009) was held to improve the relationship between CS students and the staff of the Department. In the form of buffet lunch gathering, the Mixer acted as a platform for the students and the staff to chat together in a casual way.

Aims:
- To facilitate communication between CS students and the staff of the Department
- To promote the sense of belonging to the Department of the Members
- To provide an opportunity for the participants to meet each other

Date:
8th April 2009 (Wednesday)

Time:
13:00 – 15:00

Venue:
Lobby of LG1/F, Chow Yei Ching Building, The University of Hong Kong

Resources Borrowed:
- Buffet Stoves from Science Society, HKUSU
- Long tables from the Department
- Public Address System (Portable Type) from Classroom Service Unit, Registry, The University of Hong Kong
- Table for placing awards from the Department
- Wireless microphone from Classroom Service Unit, Registry, The University of Hong Kong

Details:
- Some participants took more than 2 packs of drinks.
- The food ordered was slightly insufficient for the participants.

Number of Participants:
Around 110

Rundown:

13:00 – 13:05	Speech by Chairperson of CSA, ENS, H.K.U.S.U., Session 2009 – 2010
13:05 – 13:10	Speech by Professor D. W. L. Cheung (Head of the Department and Professor)
13:10 – 13:20	Award presentation ceremony of Entrance Scholarship in Computer Science 2008 – 2009
13:20 – 15:00	Refreshment

Evaluations:

- Preparation
  - A number of equipments were needed to be moved to the venue. It was recommended to borrow more trolleys in order to move the equipments.
  - Promotion should have been started earlier.
  - More time should have been spent on setting up the venue, especially when buffet stoves were used for heating the food. It was time demanding for transporting water to the stoves.
- Rundown
  - Some participants attempted to take away food and drinks which were not placed on the serving table. It was recommended to have at least 1 people to guard those food and drinks.
  - Some participants took away multiple packed drinks. It was recommended not to offer packed drinks.
  - The number of participants was satisfactory.
  - The quality of food was satisfactory, but the quantity of food was slightly insufficient. It was recommended to focus more on the quantity rather than the quality.
  - The type of food was satisfactory.
- Post-Activity
  - The time used for packing and cleaning was satisfactory.

8.2.4 Report on Badminton Competition

Person in Charge:
Leung Kon Ming, Wilson
(Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Introduction:
Badminton Competition provided an opportunity for the Members to play sports and take part in sports competition. Through the activity, the Members could have sportsmanship developed among them.

Aims:
- To arouse interest in sports for the Members
- To promote friendship and communication of the Members

Dates:
14th April 2009 (Tuesday) – 24th April 2009 (Friday) and
12th September 2009 (Saturday)

Venue:
Flora Ho Sports Centre, The University of Hong Kong

Details:
- The competition could not finish on the proposed date because some of the participants were not free. The date and time of each match were arranged according to the free time slot of the participants.
- The remaining match was rearranged to 12th September 2009.
- There were totally 9 prizes for participants including champion, first runner-up and second runner-up for Men's Single, Women's Single and Mixed Doubles respectively.

Number of Participating Teams:
- Men's Singles: 9
- Women's Singles: 6
- Mixed Doubles: 6

Results:
- Men's Singles
  - Champion: Yeung Siu Wai (CS3)
  - First runner up: Chan Wai Man (CS3)
  - Second runner up: Yim Lok Hin (CS3)
- Women's Singles
  - Champion: Wong Yee Tak (CS2)
  - First runner up: Wong Yuet Yi (CS3)
  - Second runner up: Lau Kim Yuk (CS3)
- Mixed Doubles
  - Champion: Lee Wai (CS3), Yeung Siu Wai (CS3)
  - First runner up: Chan Wai Man (CS3), Cheung Wai Fung (CS3)
  - Second runner up: Lau Kim Yuk (CS3), Cheung Wai Lok (CS3)

Evaluations:

- Preparation
  - 2 men were allowed to form a team to join the Mixed Doubles matches, which was unfair to other participants.
  - It was recommended not to allow the participants to select the date and time of a match.
  - The number of the participants was not enough.
- Rundown
  - Some of the participants arrived the venue late.
- Post-Activity
  - It was recommended to invite staff of the Department to join the competition.
  - Medal was an attractive prize for the participants.

8.2.5 Report on Superpass Day (Semester 2, 2008 – 2009)

Person in Charge:
Ng Yan Kit, Tec
(Social Secretary of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Introduction:
The Superpass Day included writing Chinese calligraphy, Chinese fai chun and a dinner for the Members.

Aims:
- To enhance the relationship between the participants
- To introduce Superpass traditions of the University to the participants
- To make good wishes to the participants on examinations

Date:
24th April 2009 (Friday)

Time:
14:00 – 21:30

Venue:
Counter outside Room 311, Haking Wong Building, The University of Hong Kong
成發海鮮酒家, Shek Tong Tsui Market Cooked Food Centre

Resources Borrowed:
- Cleaver from 成發海鮮酒家
- Drawing Stand from Arts Association, Hong Kong University Students' Union
- Table from the Department

Details:
- A board was provided for posting up the Fai Chun.
- Fai chun could be taken away.
- The assembling venues were Room 312, Haking Wong Building, The University of Hong Kong and the restaurant.
- Writing fai chun was free of charge.

Fee:
- HK$60 per head

Number of Participants:
39

Rundown:

14:00 – 18:30	Hosting counter outside Room 311, Haking Wong Building, The University of Hong Kong
18:30 – 19:00	Leading the participants to the restaurant
19:00 – 19:15	Arrival at the restaurant and Introduction of Superpass traditions of the University
19:15 – 19:45	Chopping of roasted pig
19:45 – 20:15	Cheers and Dinner
20:15 – 21:00	Distribution of red packets
21:00 – 21:30	Photo taking

Evaluations:

- Preparation
  - Decoration of counter was on time.
- Rundown
  - Leading the participants to the restaurant was well organized.
  - The air quality and ventilation of the restaurant were poor.
  - The schedule was not well followed.
  - The temperature of the restaurant was uncomfortable.
  - There was more than enough food provided.
- Post-Activity
  - Packing of materials was well organized.
  - Participation fees were collected successfully.

8.2.6 Report on Orientation Program 2009

Person in Charge:
Mo Wing Fat, Mo
(Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Introduction:
Orientation Program 2009 was the most important function of CSA, ENS, H.K.U.S.U. The function provided a platform for the participants to know more about the University, the Department and CSA, ENS, H.K.U.S.U. It also gave them the opportunities to meet each other and current students in CS. The program consisted of 4 activities which were Orientation Program 2009 – Information Day, Orientation Program 2009 – Orientation Day, Orientation Program 2009 – Orientation Camp and Orientation Program 2009 – Closing Ceremony.

Aims:
- To introduce the University, the Department and CSA, ENS, H.K.U.S.U. to the participants
- To provide an opportunity for the participants to develop relationships among each other

Evaluations:
- Overall
  - The preparation time of Orientation Program 2009 – Orientation Day and Orientation Program 2009 – Orientation Camp should have been more balanced.
  - The games in the Orientation Program 2009 should have started to design earlier. It was recommended that the theme of the Orientation Program 2009 should be ready before the CSIS1411 Workshop Training 2009 – 2010 in June and the first draft of the details of the games should be finished before the end of June.

8.2.6.1 Report on Orientation Program 2009 – Information Day

Person in Charge:
Li Vai Kong, Edward
(External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Introduction:
The Orientation Program 2009 – Information Day was the official date for the Freshmen to complete their registration with the University. It was also an invaluable opportunity for us to introduce CSA, ENS, H.K.U.S.U. and communicate with the Freshmen. The activity was also important for raising the interest and participation of the Freshmen in the rest of the Orientation Program 2009, including the Orientation Program 2009 – Orientation Day, Orientation Program 2009 – Orientation Camp, and Orientation Program 2009 – Closing Ceremony.

Aims:
- To encourage the Freshmen to participate in the rest activities of the Orientation Program 2009
- To introduce CSA, ENS, H.K.U.S.U. to the Freshmen
- To welcome the Freshmen on joining the University

Dates:
3rd August, 2009 – 4th August, 2009

Time:
09:00 – 18:00

Venue:
LG109, Composite Building, The University of Hong Kong

Resources Borrowed:
- Cardboard tables, chairs and cabinets from the year1 students of BA (Hons) Design, Environment & Interior, School of Design, The Hong Kong Polytechnic University
- Dell 24" monitors from the Department

Details:
- 2 current executive committee members of CSA, ENS, H.K.U.S.U. were sent to HKUSU as central helpers.
- 3 to 4 current executive committee members of CSA, ENS, H.K.U.S.U. were in duty during the event hours. Up to 5 current executive committee members of CSA, ENS, H.K.U.S.U. and 1 helper helped at the counter during peak hours
- 4 current executive committee members of CSA, ENS, H.K.U.S.U. were sent to Engineering Society, H.K.U.S.U. as central helpers.
- A service counter was set up at the LG-109, allocated by H.K.U.S.U.
- Invoice of payments was printed by inkjet printer through wireless network.
- Photos of past activities were shown by the monitors to attract Freshmen.
- Registration of activities was done on CSA, ENS, H.K.U.S.U. website by notebook computers.

- The counter was designed to give a fresh and clean feeling to the Freshmen.

Number of Participants:
- 200

Evaluations:
- Preparation
  - Borrowing materials from other universities required complicated procedures.
  - Investigating CS' Area was very important to every activity as we had discovered many useful materials for the Orientation Program 2009 – Information Day.
  - Many materials could be picked up from Innocentre's car park after every design exhibition.
  - Preparation work for publications and all other materials should have begun as early as possible, so as to prevent rush on the few days before the event.
  - Testing for the orientation registration system was a must.
- Rundown
  - It was found that academics information was more attractive to the Freshmen.
  - Registration system with computers and printers speed up the process of registration.
  - Some of the Freshmen claimed that they did not know how to use Macintosh at first but had a sense of achievement after they had successfully registered through the system.
  - Some of the Freshmen were afraid to sit on the cardboard chair.
  - The decoration of the board at the corridor of 3/F, Haking Wong Building, The University of Hong Kong was appreciated by the Freshmen.
  - The Information Day booklet –"iZone" was well designed and helpful to the Freshmen.
  - The settings of the counter were appreciated by the Freshmen.
  - The website and the online registration system were impressed by the Freshmen.
  - Under restrictions imposed by orientation regulation of H.K.U.S.U., It was not allowed to contact the Freshmen in the curricula of Bioinformatics and Information Systems during Orientation Program 2009 – Information Day.
  - Wireless router provided a stable network for the registration system.
- Post-Activity
  - It was found that some iZone were left in LG104, Composite Building, The University of Hong Kong, but we thought we had distributed all of them.
  - Some cardboard chair became too weak and not suitable for reusing.

8.2.6.2 Report on Orientation Program 2009 – Orientation Day

Person in Charge:
Cheng Hok Leung, Eric
(Internal General Secretary of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Introduction:
Orientation Program 2009 – Orientation Day was a one-day activity which participants could learn more about CSA, ENS, H.K.U.S.U., the Department and the University through a collection of games. A new session – HKU Campus Ghost Story Tour was added into the schedule for the interest of participants.

Aims:
- To introduce the University, the Department and CSA, ENS, H.K.U.S.U. to the participants
- To provide a chance for the Freshmen and the Members to develop relationships among each other

Date:
9th August 2009 (Sunday)

Time:
14:00 – 22:30

Venue:
Gathering Venue:
Lecture Theater LE2, Library Extension Building, The University of Hong Kong

Gaming Area:
Area outside Lecture Theater LE2, Library Extension Building, The University of Hong Kong

Resources Borrowed:
- Lecture Theater LE2, Library Extension Building, The University of Hong Kong from the Department

Details:
- 1 participant was injured during the HKU Campus Orienteering. Immediate medical care was conducted to the injured.
- There were 10 checkpoints inside the University campus and participants were advised to reach checkpoints outside the University campus.
- There were only 3 teams in the Orientation Program 2009 – Orientation Day including"太陽蛋","菠蘿油" and "孖腸熱狗" due to the lack of participants.

Fee:
- HK$30 per head (for the Freshmen)

Number of Participants:

- 50 in total
  - Current executive committee members of CSA, ENS, H.K.U.S.U.: 11
  - Group helpers: 3
  - Group leaders: 6
  - Spies: 4
  - the Freshmen: 26

Master of Ceremony:

- Li Vai Kong, Edward (External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Group Leaders:

- Cheung Wai Fung (CS2)
- Kwong Ho Yan (CS1)
- Tsang Shun Lun (CS2)
- Wan Kit Man (CS2)
- Wong Chak Lim (CS1)
- Yim Lok Hin (CS2)

Helpers:

- Fung Divine (CS1)
- Leung Chun Kwok (CS1)
- Yuen Ka Hong (CS1)

Secret Angels:

- Chung Yiu Chau (CS1)
- Lo Ho Nam (CS1)
- Loi Wai Hong (CS1)
- Tong Man Ho (CS1)

Rundown:

13:45 – 14:05	Registration and Settlement
14:05 – 14:13	Welcome speech by the master of ceremony and Chairperson of CSA, ENS, H.K.U.S.U., Session 2009 – 2010
14:13 – 14:17	Introduction of current executive committee members of CSA, ENS, H.K.U.S.U.
14:17 – 14:25	Promotion of Orientation Program 2009 – Orientation Camp
14:25 – 14:50	Ice-breaking games
14:50 – 15:20	Mass game
15:20 – 15:30	Break
15:30 – 15:35	Briefing of HKU Campus Orienteering
15:35 – 18:00	HKU Campus Orienteering
18:00 – 18:20	Settlement and Break
18:20 – 20:00	Dinner
20:00 – 20:30	Mass game
20:30 – 20:50	Presentation of prize and Photo taking
20:50 – 22:30	HKU Campus Ghost Story Tour

Result:

- Champion: 太陽蛋

Evaluations:

- Overall
  - Due to the time constraint of Orientation Camp of Engineering Society, H.K.U.S.U., The Orientation Program 2009 – Orientation Day was re-scheduled to the current date. However, most of the Freshmen were occupied on Sunday. It was recommended to select another weekday for the activity.
- Preparation
  - The booklet of Orientation Program 2009 – Orientation Day was made the night before the event. A deadline-driven scheduling for publications should be made.
- Rundown
  - 1 group had overrunning problem in the HKU Campus Ghost Story Tour. A better estimation on the time needed should have been made.
  - Communication channel should have been maintained between person in charge and in-group executive committee members throughout the activity. A lost-of-contact incident happened in the HKU Campus Ghost Story Tour.
  - Directives from person in charge to groups in activities should have been made clear in order to avoid misunderstanding.
  - The mass game in the evening was changed to another one due to slippery floor by moist, avoiding potential danger.
- Post-Activity
  - The door card borrowed from the Department had disappeared for an hour. A tight management for resources should have been used.

8.2.6.3 Report on Orientation Program 2009 – Orientation Camp

Person in Charge:
Mo Wing Fat, Mo
(Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Introduction:
Orientation Program 2009 – Orientation Camp was a 3-day-2-night camp, which was a main activity in the Orientation Program 2009.

Aims:
- To provide a platform for participants to learn more about the University, the Department and CSA, ENS, H.K.U.S.U.
- To provide an opportunity for participants to develop relationships among each other
- To provide an opportunity for participants to learn how to be a university student

Date:
11th August 2009 (Tuesday) – 13th August 2009 (Thursday)

Time:
09:30 (Day 1) – 13:00 (Day 3)

Venue:
Gathering Venue:
Lecture Theatre LE6, Library Extension Building, The University of Hong Kong

Camp Site:
The Kadoorie Institute - Shek Kong Centre of The University of Hong Kong (Camp Site)

Resources:
- Buckets from Astronomy Club, HKUSU and Engineering Society, H.K.U.S.U.
- Pushcart from the Department
- Water Guns from Engineering Society, H.K.U.S.U.
- Water Pipes from Lee Shau Kee Hall Students' Association, HKUSU
- Water Pool from Astronomy Club, HKUSU

Details:
- The theme of the Orientation Program 2009 – Orientation Camp was "HapiFarmily"
- The names of the groups of the Orientation Program 2009 – Orientation Camp were "住羊狗、養番樓", "西部牛仔 GoGoGo", "狗蛋治" and "馬可菠蘿"

Fees:
- HK$100 per head (for Pre-camp)
- HK$250 per head (for central helpers)
- HK$250 per head (for current executive committee members of

CSA, ENS, H.K.U.S.U.)
- HK$250 per head (for group helpers)
- HK$250 per head (for group leaders)
- HK$250 per head (for secret angels)
- HK$390 per head (for the Freshmen)

Number of Participants:
- 76 in total
  - Central helpers: 5
  - Current executive committee members of CSA, ENS, H.K.U.S.U.: 12
  - Group helpers: 4
  - Group leaders: 8
  - Secret angels: 4
  - the Freshmen: 43

Guests:
- Dr. Anthony T.C. Tam (Student Advisor)
- Dr. K.K.Y. Wong (Associate Head (Admissions and Student Affairs))
- Dr. S.M. Yiu (Assistant Professors)
- Professor D.W.L. Cheung (Head of Department and Professor)

Group Leaders:
- Ho Chung Yin (CS1)
- Kwong Ho Yan (CS1)
- Lai Yee Ling (CS1)
- Lau Kim Yuk (CS2)
- Lau Mei Ying (CS2)
- Ng Che Kit (CS2)
- Wong Kin Keung (CS1)
- Yim Lok Hon (CS2)

Helpers:
- Cheung Wai Lok (CS2)
- Fung Divine (CS1)
- Kau Chun Kit (CS1)
- Li Kam Hung (CS1)
- Ng Man Lung (CS1)
- Wong Chek Lim (CS1)
- Wong Chi Yuen (CS1)
- Yuen Ka Hong (CS1)

Secret Angels:
- Chung Yiu Chau (CS1)
- Lo Ho Nam (CS1)
- Loi Wai Hong (CS1)
- Tong Man Ho (CS1)

Rundown:

09:30 - 09:55	Distribution
09:55 - 10:00	Briefing Session for the Orientation Camp
10:00 - 10:05	Speech by the Head of Department
10:05 - 10:10	Speech by the Chairperson
10:10 - 11:00	Ice-breaking games
11:00 – 11:30	Group name discussion
11:30 – 17:30	Hong Kong Orienteering
17:30 – 18:00	Settlement
18:00 – 19:00	Dinner
19:00 – 22:00	Mass games and Trust Walk
22:00 – 22:45	Distribution of souvenirs
23:45	End of Day 1
08:00 – 08:30	Morning call
08:30 – 09:30	Breakfast
09:30 – 12:30	Detective game
12:30 – 13:30	Lunch
13:30 – 13:45	Presentation of the answer of Detective game
13:45 – 15:00	Proceeding to the beach
14:30 – 19:00	Water game
19:00 – 20:00	Return to camp site
20:00 – 22:15	Dinner
22:15 – 00:00	Camp fire
00:00 – 02:00	Revelation of secret angel
02:00	End of Day 2
08:00 – 08:30	Morning call
08:30 – 09:30	Breakfast
09:30 – 10:10	Cheer demonstration
10:10 – 10:30	Voting session
10:30 – 11:00	Time for past executive committee members of CSA, ENS, H.K.U.S.U.
11:00 – 12:00	Message leaving
12:00 – 12:05	Photo taking
12:05	End of Orientation Program 2009 – Orientation Camp

Results:

- Champion: 狗蛋治

Evaluations:

- Preparation
  - The groups' board should be made if the budget was allowed.
  - The objectives of current executive committee members of CSA, ENS, H.K.U.S.U. and group leaders should be clear.
  - The objectives of each event should be clear.
- Rundown – Overall
  - Comment
    - Not all current executive committee members of CSA, ENS, H.K.U.S.U. and group leaders knew the details of the activities.

- Recommendation
  - There should have been a morning briefing session every day to remind the group leaders of the important issues of that day.
- Rundown – Opening
  - Comments
    - In the Ice-breaking game, the time needed for breaking the ice was unexpectedly short.
    - There were strict limitations on the group name which 2 words of the group name had been fixed. In addition, the limitation might have led to lengthy group names.
  - Recommendations
    - All games should have been tested before the Orientation Program 2009 – Orientation Camp.
    - The group names could have been designed by the group leaders before the Orientation Program 2009 – Orientation Camp.
- Rundown – Hong Kong Orienteering
  - Comments
    - In Hong Kong Orienteering, asking the group helpers to move latecomers' belongings to the camp site was not appropriate. The original plan was to ask the central helpers to move the belongings, but most central helpers were not available in Day 1 morning.
    - In Hong Kong Orienteering, the participation of the group leaders of each group was not the same.
    - There was not enough time given for Hong Kong Orienteering.
  - Recommendations
    - How group leaders could participate in this session should have been clearly considered.
    - More human resource should have been allocated for moving the belongings of the participants.
    - More time should have been allocated to Hong Kong Orienteering.
- Rundown – Mass games
  - Comments
    - In the first game (paper ball throwing), the venue was not good due to the problem of wind and light.
    - In the second game (treasure hunt), it was dangerous for the participants to run together at the beginning. Some participants were injured in the game.
    - In the second game, some of the hiding places of the drinking straws were too dark or too dangerous for the participants to go.
    - In the third game, sprinkling water was not expected in the game.
  - Recommendation
    - The first game should have been played in the hall of the camp site.
    - It was recommended that all games should have been tried in the similar environment as the first game had been tested at afternoon, but the game was actually played at night.
    - There should be a briefing session to all helpers involved in the game to avoid misunderstanding.
    - The second game should have not been started at the same time. Counting time would be a better approach if the time for the mass

game session was allowed.

- Rundown – Trust Walk
  - Comments
    - Due to the poor atmosphere after the mass game, the content of the trust walk was modified to reduce the difficulties. However, most of the helpers, leaders and even current executive committee members of CSA, ENS, H.K.U.S.U. did not know the modified contents.
    - The instructions were too confusing.
    - The role of group leaders was not clear during the trust walk.
    - There were different ways of taking away the chosen participants.
    - Time sharing session was missing.
  - Recommendations
    - If changes were made, make sure all helpers, group leaders and current executive committee members of CSA, ENS, H.K.U.S.U. knew them clearly.
    - The content should not be modified easily.
    - Time sharing session should have been placed after the Trust Walk.
- Rundown – Distribution of souvenirs
  - Comments
    - The duration of this session was too long due to the large amount of high-quality photos needed by the marketing agencies.
    - The souvenirs had used a lot of transportation and human recourses. It was not very useful in the organizers' point of view.
  - Recommendations
    - It was recommended to brief the requirements of marketing agencies on photos to the photographers. Sample photos might have been shown to them as guidelines.
    - Products sponsorships should have been well considered before accepting them.
- Rundown – Room games
  - Comment
    - Due to the overrun in the previous activities, the Freshmen were asked whether to join the room game or not.
  - Recommendation
    - Group leaders should have been asked instead of the Freshmen for the cancellation of the room game.
- Rundown – End of Day 1
  - Comments
    - It was not good to have a briefing of the coming day at the end of the evaluation meeting.
    - The duration of evaluation meeting was too long.
  - Recommendations
    - It was recommended to have a briefing of coming day events before the evaluation meeting.
    - It was recommended to limit the time of the evaluation meeting.
- Rundown – Cheer
  - Comment
    - The participants did not know what cheer is.
  - Recommendations

        - "一聲" cheer should have been taught.
        - The explanation of cheer should have been given before asking the participants to think their own cheers.
- Rundown – Detective game
    - Comments
        - It was good to announce the solutions of the Detective Game in coaches and let the participants ask questions.
        - Separating a group into two smaller groups was a good approach as each participant in the smaller group had more chances to express their opinions within the group.
        - Some checkpoints were crowded with the participants.
        - The atmosphere for discussing the solution was good. However, more time was spent on lunch.
        - The participants could not think out the solutions.
    - Recommendations
        - Evidences should have been given to deny a branch.
        - The group leaders should have known the whole story line as they could give hints to the participants in case they had no ideas. A briefing clarifying the circumstances for giving such hints to group leaders would also be necessary to avoid unfairness.
- Rundown – Water game
    - Comments
        - Most of the participants enjoyed the Water game.
        - Some of the participants did not bring shorts as they believed they would not get wet.
    - Recommendation
        - It was recommended to emphasize the importance of wearing shorts to the participants.
- Rundown – Auction of food
    - Comments
        - The food was not enough.
        - The participants were enthusiastic on the Auction of food.
    - Recommendations
        - Auction of food was recommended as it could increase the sense of helping each other.
        - More food should have been bought.
- Rundown – Camp fire
    - Comments
        - The current executive committee members of CSA, ENS, H.K.U.S.U. were not familiar with the camp fire songs.
        - The setup of Camp fire was not easy as the previous user had burnt all the wood, causing the fire uncontrollably large.
        - The venue of Camp fire was not good as it was not large enough.
    - Recommendations
        - Some tutorials of the camp fire songs should have been arranged for the current executive committee members of CSA, ENS, H.K.U.S.U., group leaders, group helpers, central helpers and secret angels.
        - The communication between CSA, ENS, H.K.U.S.U. and other societies should have been done better as they should have left the

wood.

- Rundown – Revelation of secret angel
  - Comments
    - Helpers were not enough for transporting the water.
    - It was too dangerous that some participants continued to stay outside while lightning.
    - The 5-minute cool down period was too long as some of the participants thought it was boring.
    - The group leaders did not have the overall image on how to run the revelation.
    - The opening script was bad.
    - The water pressure was not enough most of the time. A lot of time was needed to reload the water.
    - There was raining suddenly during the Revelation of Secret Angel.
    - There were no contingency plans for raining.
  - Recommendations
    - The current executive committee members of CSA, ENS, H.K.U.S.U. might talk more throughout the revelation.
    - The revelation should have been rehearsed for several times to make sure the helpers for transporting water were enough and let all helpers and group leaders know the details of the revelation.
    - The venue of the revelation should have been moved to indoor if it was raining.
    - There should have more considerations on how to let the participants be ready for the revelation.
- Rundown – Closing
  - Comment
    - Message Leaving was too late to start.
- Aims
  - Comments
    - The first aim was fairly achieved as the Head of the Department and the staff of the Department were invited to the opening of the Orientation Program 2009 – Orientation Camp. The speech by the Chairperson of CSA, ENS, H.K.U.S.U. increased the knowledge of CSA, ENS, H.K.U.S.U. to the participants, but there were no activities letting the students learn about the University.
    - The second aim was achieved as most participants could make new friends in the camp.
    - The third aim was not achieved as the activities, including Trust Walk and Revelation of secret angel, were not organized well.
- Date
  - Comments
    - Holding the camp in weekdays was not appropriate since all the year 2 students of Computer Science were in summer internship and most of them could not apply leave for 3 days.
    - The date of Orientation Program 2009 – Orientation Camp was so close to Orientation Program 2009 – Orientation Day that lots of works were just finished on time.
    - The date of the Orientation Program 2009 – Orientation Camp clashed

with the dates of the orientation camps of many societies this year.

- Recommendations
  - The dates of the orientation camps of other associations affiliated with Engineering Society, H.K.U.S.U. should have been known before making the final booking.
  - There should have been at least 1 week between Orientation Program 2009 – Orientation Day and Orientation Program 2009 – Orientation Camp.
  - Weekend was preferred, unless the daily fee for weekend was much higher than that for weekday.

- Time
  - Comment
    - Day 3 overran for 1.5 hours.
  - Recommendation
    - Activities in Day 3 should have been carefully arranged.
- Gathering Venue
  - Comment
    - Lift was not reachable on the floor where Lecture Theater LE6, Library Extension Building, The University of Hong Kong was located.
  - Recommendation
    - The logistical route should have been planned before the activity.
- Camp Site
  - Comments
    - Deposit was not required for booking the facilities of the venue.
    - No direct public transport could reach the camp site. In addition, the byway linking Lam Kam Road and the camp site were easy to get congested.
    - The venue was small and did not have enough dormitories. However, it was 1 of the camp sites in Hong Kong where camp fire was allowed.
  - Recommendations
    - It was suggested to book the camp site 1 year earlier.
    - To avoid the transportation problem, it was suggested to set the end point of Hong Kong Orientation outside the venue, and had coaches carrying the participants to the venue.
- Central Helper
  - Comment
    - Some central helpers reported that they could not join the games although they did not have duties.
  - Recommendation
    - It was recommended that all helpers should be assigned as group helpers. Each group should send a group helper as central helpers when needed. However, group leaders should be informed before the camp.

- Food
  - Since the budget was limited, the quality of food was expected to drop.
  - Comment
    - The quality and quantity of food dropped to an unacceptable level.
  - Recommendation

        - It was recommended to have a detailed menu to ensure the camp site providing food with acceptable quality.
- Missing material
    - Comment
        - The staff of the venue declared that a pillow was missing after checked out.
    - Recommendation
        - Helpers should have been assigned to count all materials in each room after arriving the venue to avoid missing material at the end.
- Orientation Program 2009 – Orientation Camp hand book
    - All the details of activities were written in the Orientation Program 2009 – Orientation Camp hand book. They were distributed to the current executive committee members of CSA, ENS, H.K.U.S.U., group leaders and helpers.
    - Comments
        - Group leaders and helpers had no time to read the hand books.
        - The hand books were just finished in time.
    - Recommendation
        - The hand books should be distributed to the group leaders and helpers earlier.
- Room allocation
    - Comments
        - A dormitory was allocated to each group as its gathering area.
        - It was hard to know the key keepers of dormitories.
    - Recommendation
        - It was recommended that group leaders should keep all the keys of dormitories of their groups.

8.2.6.4 Report on Orientation Program 2009 – Closing Ceremony

Person in Charge:
Chu Sai Yiu, Lawrence
(Chairperson of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Introduction:
The Orientation Program 2009 – Closing Ceremony was the last activity of Orientation Program 2009 for the Freshmen. It was an important event to gather the participants of Orientation Program 2009 – Orientation Day and Orientation Program 2009 – Orientation Camp after the commencement of the semester to strengthen their friendship. It was also an opportunity for recruiting the Organizing Committee of CS Festival 2009 – Annual Dinner.

Aims:
- To promote CS Festival 2009
- To recall the memories in the activities of Orientation Program 2009 of the participants to strengthen their friendship
- To recruit the Organizing Committee of CS Festival 2009 – Annual Dinner

Date:
18th September 2009 (Friday)

Time:
18:00 – 18:45

Venue:
Theatre C, Chow Yei Ching Building, The University of Hong Kong

Resources:
- Theatre C, Chow Yei Ching Building, The University of Hong Kong from the Department

Details:
- Each group was asked to prepare a gift for their group leaders.
- Each participant received a souvenir during registration.
- There was a technical problem of playing the video.
- Time was not enough for group photo taking.

Number of Participants:
49

Rundown:

17:45 – 18:00	Start of reception
18:05 – 18:15	Photo and video showing
18:15 – 18:20	Individual and group prize presentation
18:30 – 18:40	Gift giving by groupmates
18:40 – 18:45	Promotion of CS Festival 2009 and CS Friends Club

Evaluations:

- Preparation
  - It was recommended to make amendments on existing promotion material if there was a change of date.
  - Souvenir for participants was re-printed due to the poor quality.
  - The groupmates should have been notified of the preparation of the gift to group leader as early as possible.
  - The room booking was late due to the Orientation Period.
  - Time for video production was not enough.
- Rundown
  - The available time slot for the activity was not enough.
  - Group photo taking session was canceled due to the overrun of the activity.
  - Some of the participants were ignored as the content of the activity was mainly focused on Orientation Program 2009 – Orientation Camp.

8.2.7 Report on Semester Commencement Dinner

Person in Charge:
Chu Sai Yiu, Lawrence
(Chairperson of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Introduction:
Semester Commencement Dinner provided an opportunity for the Members and the Freshmen to have dinner together at the beginning of semester 1 in the academic year 2009 – 2010. It was also a good opportunity for the participants of Orientation Program 2009 to re-union.

Aims:
- To promote friendship among the Members
- To recruit the Organizing committee of CS Festival 2009 – Annual Dinner
- To strengthen friendship among the participants of Orientation Program 2009

Date:
18th September 2009 (Friday)

Time:
19:00 – 21:30

Venue:
Ka Kee, 438 Queen's Road West, Sai Wan

Details:
- "食飯 cheer" was demonstrated before catering.
- A group photo was taken outside the "西環蘋果桌球室"
- The Organizing Committee of CS Festival 2009 – Annual Dinner was recruited during this activity.
- There were 6 walk-in participants in this activity.
- There were 8 main dishes for each table.

Fee:
- HK$80 per head

Number of Participants:
56

Rundown:

18:45 – 19:00	Assembling
19:00 – 19:15	Proceed to the restaurant
19:15 – 20:45	Dinner
20:45 – 21:00	Photo taking

Evaluations:

- Preparation
  - Only a few year 2 and year 3 students registered the activity.
  - Promotion on the event should have started earlier.
- Rundown
  - It was recommended to have a master of ceremony for better atmosphere.
  - Some of the tables were packed due to the irregular shape of the venue.
  - The food was delicious but there was more than enough.
  - There were no suitable places for taking a group photo in the venue.
  - There were not enough attractive elements for the Members and BEng1 student as the activity was similar to a usual dinner. It was recommended to add a special session to improve attractiveness.

8.2.8 Report on CS Friends Club

Person in Charge:
Chu Sai Yiu, Lawrence
(Chairperson of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Introduction:
CS Friends Club was a newly added activity for CSA, ENS, H.K.U.S.U. It was a mentorship scheme for BEng1 students and the Members. A gathering and 2 assignment discussion sessions were organized to strengthen their relationship.

Aims:
- To assist BEng1 students on academic issues
- To promote friendship between BEng1 students and the Members

Date:
Mentees and Mentors Recruitment:
7th September 2009 – 20th September 2009

Tea Gathering:
23rd September 2009

First Assignment Discussion Session:
7th October 2009

Second Assignment Discussion Session:
9th November 2009

Time:
Tea Gathering:
13:00 – 16:00

First Assignment Discussion Session:
18:15 – 20:00

Second Assignment Discussion Session:
18:15 – 20:00

Resources Borrowed:
- Room 312, Haking Wong Building, The University of Hong Kong from the Department

Venues:
Tea Gathering:
Room 302, Chong Yuet Ming Building, The University of Hong Kong

First Assignment Discussion Session:
Room 312, Haking Wong Building, The University of Hong Kong

Second Assignment Discussion Session:
Room 312, Haking Wong Building, The University of Hong Kong

Details:

- 2 assignment discussion sessions were organized for the participants to ask questions about the assignments of ENGG1002 and ENGG1007. There was a guest speaker invited to talk about tips on doing the assignment and examination in the Second Assignment Discussion Session.
- A tea gathering was organized for the mentees and mentors to meet each other.
- Each mentor led 3 to 4 mentees in the scheme.
- Promotion of the activity was mainly by emails and class visits.
- Registration of the activity was carried out by online registration.
- The mentees mainly consisted of BEng1 students who were taking ENGG1002 or ENGG1007.
- The mentors mainly consisted of CS2 and CS3 students.

Guess Speaker of Second Assignment Discussion Session:

- Lin Charles Matthew (CS2)

Number of Participants:
64

Evaluations:

- Overall
  - Most of the mentors preferred not to have a fixed schedule of discussion session and would like to arrange gatherings on their own.
  - Some mentors had never met some of their mentees as they were not available to attend the tea gathering.
- Preparation
  - It was recommended to notice the mentees about assignment discussion sessions by the current executive committee members of CSA, ENS, H.K.U.S.U. rather than the mentors only.
  - Some of the mentors would have their own grouping preferences.
  - The deadline of registration for tea gathering was too close to the date of tea gathering. It was hard to notify all the mentors and mentees by phone.
  - There was lack of briefing sessions for mentors about the scheme.
- Rundown
  - Direct copy of the sample solution of the programming problem should have been banned.
  - Each individual group should have had a contact list.
  - Mentees considered the tips on the assignment useful.
  - More snacks should have been included.
  - Most of the group were attended the tea gathering at different time, the interaction between groups was not enough.
  - Some of the mentees did not match their mentors due to the lack of available time slots in common.
  - Some of the problems of ENGG1007 were hard to be solved by the mentors.
  - Some of the students who were not the mentees joined the event.
  - The mini lecture during the activity should have been conducted in English

as there were some foreign participants.

- The number of participants was low due to the unavailability of mentors.

8.2.9 Report on CS Festival 2009

Person in Charge:
Cheung Man Pan, Zero
(Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Introduction:
The CS Festival 2009 was regarded as one of the important events held by CSA, ENS, H.K.U.S.U. CS Festival 2009 consisted of 4 activities: Video Game Competition, 3 on 3 Basketball Competition, Annual Dinner and Singing Contest. Through a series of activities, the participants could relax and enjoy the time staying with each other.

Aims:
- To enhance the sense of belonging of the CS students
- To promote friendship and communication among the participants
- To provide an opportunity for the participants to relax from busy schoolwork

Evaluations:
- Overall
  - It offered a good chance for the CS students to enjoy the CS Festival 2009.
  - It would be beneficial for the current executive committee of CSA, ENS, H.K.U.S.U. to keep in touch closely with the organizing committee.
  - The duration of the CS Festival 2009 was too long.
  - The linkage among activities within CS Festival 2009 was not strong enough. It was recommended to include an opening and closing ceremony for the CS Festival 2009 so as to increase the connectivity of the activities in the CS Festival 2009.
  - The promotion on the CS Festival 2009 was not enough.
  - The recruitment of Organizing Committee of CS Festival 2009 – Annual Dinner should have started earlier so that organizing committee members might involve in other activities in the CS Festival 2009 if they had interest.
  - The resources for each activity in the CS Festival 2009 were not evenly distributed.

8.2.9.1 Report on CS Festival 2009 – Video Game Competition

Person in Charge:
Lee Chun Kit, Eric
(External General Secretary of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Introduction:
Many CS students like playing video games. This activity particularly emphasized on showing talent and self-affirmation.

Aims:
- To provide an opportunity for the participants to know each other
- To provide an opportunity for the participants to relax from busy schoolwork

Dates:
21st September 2009 (Monday) – 25th September 2009 (Friday) and
28th September 2009 (Monday) – 30th September 2009 (Wednesday) and
2nd October 2009 (Friday)

Time:
13:00 – 18:00

Venue:
Counter outside Room 311, Haking Wong Building, The University of Hong Kong

Resources Borrowed:
- Games from Lee Chun Kit (CS2)
- Gaming guitar from Lee Chun Kit (CS2)
- Monitors from Lee Chun Kit (CS2)
- PlayStation®2 from Chu Sai Yiu (CS2)
- PlayStation®3 from Lee Chun Kit (CS2)
- Racing wheel from Lee Chun Kit (CS2)
- Table from the Department

Details:
- A board was provided to record the 3 participants with highest score.
- A PlayStation®2 console was set up for playing apart from the competition.
- Room 312, Haking Wong Building, The University of Hong Kong was closed for 1 day and all materials were left inside. The activity was canceled on that day.
- It was free of charge for all people to play the video games while only CS students, the members and BEng1 students could participate in the competitions.
- Participants with the highest score of each competing game got a $50 coupon for CS Festival 2009 – Annual Dinner; the second highest and the third highest score of each competing game got a pack of society paper.
- The games played were Taiko no Tatsujin, Gran Turismo 5 Prologue, Guitar Hero and Initial D where Guitar Hero and Initial D were used as competing games.

Number of Participants:
Around 50

Rundown:

13:00 – 18:00	Games playing and Competition

Results:
- Guitar Hero
  - Champion: Li Vai Kong Edward (CS2)
  - First runner up: Ho Kok Sum (CS1)
  - Second runner up: Cheung Tang Lung (CS2)
- Initial D
  - Champion: Li Vai Kong Edward (CS2)
  - First runner up: Lee Chun Kit (CS2)
  - Second runner up: Kau Chun Kit (CS2)

Evaluations:
- Preparation
  - The preparation of materials was underestimated, things should have been prepared earlier.
- Rundown
  - As counters were set up for both CS Festival 2009 – Video Game Competition and CS Bazaar, the current executive committee members of CSA, ENS, H.K.U.S.U. could not manage both counters for effective operation. It was recommended not to hold two counters at the same time.
  - The noise created by the participants was so loud that people inside Room 335A, Haking Wong Building, The University of Hong Kong were affected. It was recommended to hold this activity at another place.
- Post-Activity
  - The USB receiver of the gaming guitar was lost. Materials packing should have been done better.

8.2.9.2 Report on CS Festival 2009 – 3-on-3 Basketball Competition

Person in Charge:
Leung Kon Ming, Wilson
(Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Introduction:
The CS Festival 2009 – 3 on 3 Basketball Competition provided an opportunity for the participants to play sports and take part in sports competition. Through the activity, the Members could have sport spirit developed among them.

Aims:
- To arouse interest in sports for the Members
- To promote friendship and communication of the Members

Date:
5th October 2009 (Monday)

Time:
19:00 – 21:00

Venue:
Pok Fu Lam Road Playground

Details:
- A single-elimination tournament was used.
- Some current executive committee members of CSA, ENS, H.K.U.S.U. gathered the participants at Room 312, Haking Wong Building, The University of Hong Kong.
- The counter for registration had been canceled for 1 day due to the closure of Room 312, Haking Wong Building, The University of Hong Kong.

Number of Participating Teams (CS Festival 2009 – 3 on 3 Basketball Competition):
4

Number of Participants (CS Festival 2009 – 3 on 3 Basketball Competition (3-point Shooter Competition)):
25

Rundown:

19:00 – 19:05	Briefing
19:05 – 20:00	Match
20:00 – 20:15	CS Festival 2009 – 3 on 3 Basketball Competition (3-point Shooter Competition)
20:15 – 20:45	Final Match
20:45 – 21:00	Prize Presentation and Photo taking

Results:

- CS Festival 2009 – 3 on 3 Basketball Competition
  - Champion: 輸贏冇所謂隊
- CS Festival 2009 – 3 on 3 Basketball Competition (3-point Shooter Competition)
  - Champion: Ho Kok Sum (BEng1)

Evaluations:

- Preparation
  - The number of participants was not satisfactory.
  - The poster of CS Festival 2009 – 3 on 3 Basketball Competition was delayed, it was recommended to prepare the material earlier.
- Rundown
  - The CS Festival 2009 – 3 on 3 Basketball Competition (3-point Shooter Competition) was started earlier than scheduled to let the participants take a rest before the final match.
- Post-Activity
  - Some of the participants complained about the judge and the prize.
  - The coupon for CS Festival 2009 – Annual Dinner was not a good prize as some participants did not want to attend CS Festival 2009 – Annual Dinner.

8.2.9.3 Report on CS Festival 2009 – Annual Dinner

Person in Charge:
Mo Wing Fat, Mo
(Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Introduction:
CS Festival 2009 – Annual Dinner was the most formal occasion of the CS Festival 2009. It was organized by the Organizing Committee of CS Festival 2009 – Annual Dinner, which included BEng1 students. All the Members, BEng1 students and alumni were welcomed to participate in this activity.

Aims:
- To promote friendship and communication among the participants
- To provide an opportunity for the participants to understand more about their future career by the sharing of some graduates

Date:
17th October 2009 (Saturday)

Time:
18:00 – 21:00

Venue:
Regal Kowloon Hotel, Kowloon

Details:
- Each sub-group consisted of 2 current executive committee members of CSA, ENS, H.K.U.S.U. who acted as the communication channel between the person in charge and the organizing committee members.
- The Organizing Committee of CS Festival 2009 – Annual Dinner was recruited. Members of the Organizing Committee of CS Festival 2009 – Annual Dinner could freely enroll into 3 sub-groups named "Administration & Publicity Group", "External Group" and "Program Group".

Fees:
- HK$220 per head (for the Members and BEng1 students)
- HK$330 per head (for alumni)
- HK$330 per head (for staff of the Department)

Number of Participants:
73

Guests:
- Mr. Alex Hung (Vice President of Internet Professional Association and the Chief Advisor of Junior Committee of Internet Professional Association)
- Mr. Leung Ding Kau (Chairman of The Chamber of Hong Kong Computer Industry)

Members of Organizing Committee of CS Festival 2009 – Annual Dinner:

- Chow Tsz Wai (BEng1)
- Chung Yuen Yan (BEng1)
- Ho Kok Sum (BEng1)
- Hui Chi Fai (BEng1)
- Lam Harry To Chun (BEng1)
- Lam Shing Kit (BEng1)
- Lam Wan Yin (BEng1)
- Lau Chin Ip (BEng1)
- Lau Kam Lun (BEng1)
- Pun Ka Fai (BEng1)
- Sin Chenk Hung (BEng1)
- Siu Ming Fai (BEng1)
- Tang Chun Hin (BEng1)
- Tse Shing Chi (BEng1)
- Wong Mei Wa (BEng1)
- Wong Wai Ling (BEng1)
- Yeung Sheung Him (BEng1)
- Yiu Ka Wing (BEng1)
- Yu Kwun Yin (BEng1)
- Yuen Chi Leung (BEng1)

Master of ceremony:

- Ho Kok Sum (BEng1)

Rundown:

18:30 – 19:00	Arrival of the participants
19:00 – 19:15	Opening ceremony
19:15 – 19:30	Welcome speech by the Chairperson of CSA, ENS, H.K.U.S.U.
19:30 – 19:45	Speeches by guest speakers
19:45 – 20:00	Group photo taking
20:00 – 21:00	Buffet dinner
21:00 – 22:00	Lucky draw
22:00 – 22:30	Mass games

Evaluations:

- Overall
  - It was recommended to have more promotion on the activity to year 2 and year 3 students.
  - It was recommended to make the fee more competitive than other associations and societies.
  - Some alumni thought that the price was reasonable as the venue was a hotel.
  - Some of the members of the Organizing Committee of CS Festival 2009 – Annual Dinner were not as active as expected. It was recommended to guide them to balance the workload.
  - Each sub-group should have had a group leader, and there should have been a coordinator appointed or elected to manage the whole activity.

- Preparation
  - It was recommended to invite the honorable guests at least 1 month prior to the date of the activity.
  - The venue was booked before the recruitment of the Organizing Committee of CS Festival 2009 – Annual Dinner. Therefore, the working time of the organizing committee was fixed and limited. It was recommended to have 6 to 8 weeks for the organizing committee to work.
- Rundown
  - It was recommended not to print the rundown on the booklet as some programs might overrun.
  - The length of the buffet dinner was enough.
  - The rundown was smooth.
- Post-Activity
  - It was recommended to remind the organizing committee members that some materials which were moved to the venue had to be transported back to the University.

8.2.9.4 Report on CS Festival 2009 – Singing Contest

Person in Charge:
Wong Wing Ying, Wing
(Welfare Secretary of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Introduction:
The CS Festival 2009 – Singing Contest was a competition which was provided to the Members to participate. General public who wanted to have fun and know more about CS were welcomed to be the audiences. There were 2 types of competitions, including solo and group.

Aims:
- To provide an opportunity for CS students to conduct a performance
- To explore the potential of the Members
- To raise the level of self confidence of the Members

Date:
3rd November 2009 (Tuesday)

Time:
19:00 – 22:00

Venue:
Chong Yuet Ming Amenities Centre Theatre, The University of Hong Kong

Resources Borrowed:
- Chairs from Chong Yuet Ming Centre Theatre, The University of Hong Kong
- Drawing Stand from Arts Association, Hong Kong University Students' Union
- Lamps from Wong Yee Tak (CS2)
- Microphone wires from the technical support team of the Department
- Tables from Chong Yuet Ming Centre Theatre, The University of Hong Kong
- Tables from the Department
- Wireless microphones from Classroom Services Unit, Registry, The University of Hong Kong

Details:
- Preparation :
  - A briefing session was held for all helpers.
  - A queuing sheet was prepared by the stage manager to notify the job duties of each working position in every time slot.
  - 2 rehearsals for contestants and working positions were set on the day before the activity.
  - The script for the masters of ceremony was prepared.
  - The application deadline for contestants was postponed in order to increase the number of contestants.
  - The guest and judge, Man Yan Ching, Rannes who is a singer and song-writer in Hong Kong, was invited through Yim Lok Hin (CS3).

  - There were total 7 prizes for participants including champion, first runner-up and second runner-up of solo and group respectively; an award for best showmanship for both solo and group. Winners had different amount of cash coupons from Neway and vouchers from Jumpin Gym U.S.A. Limited.
  - Tickets were distributed to the Members before the activity.
- Rundown :
  - "Champion Performance" was canceled because of the time limit.
  - A reception counter was set up outside the entrance of Chong Yuet Ming Centre Theatre, The University of Hong Kong and souvenirs were distributed for the audiences.
  - Closing speech of CS Festival 2009 by Mo Wing Fat, MO (Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2009 – 2010) was canceled because of the overrun of the activity.
  - People could get into the venue without tickets after 19:45.
  - The end time was delayed for around 30 minutes.
  - The start time was delayed for around 15 minutes.
  - There were comments for contestants from the judges after each performance.
  - There were 10 solo and 3 units of group contestants in total.
  - Walk-in contestant was not allowed.

Number of Participants:
- Around 80

Judges:
- Man Yan Ching, Rannes (Singer and Song-writer in Hong Kong)
- Aki Chan (Representative of Music Club, HKUSU)

Masters of ceremony:
- Yeung Yat Ka, YY (Television presenter of the former Emperor Entertainment TV)
- Kenny Lee

Helpers:
- Chung Man Ho (CS3)
- Kau Chun Kit (CS2)
- Tse Shing Chi (BEng1)

Rundown:

19:00 – 19:45	Entry
19:45 – 20:05	Introduction of the contestants and judges
20:05 – 21:10	Performance by solo contestants
21:10 – 21:15	Intermission
21:15 – 21:30	Performance by group contestants
21:30 – 21:40	Performance by Miss Man Yan Ching, Rannes
21:40 – 21:45	Comments from judges
21:45 – 21:50	Presentation of awards
21:50 – 22:00	Presentation of souvenirs and Photo taking

Results:

- Solo
  - Champion: Cheung Man Pan Zero (CS2)
  - First runner up: Shum Ka Yiu (CS3)
  - Second runner up: Chow Tsz Wai (BEng1)
  - Best Showmanship: Tsang Shun Lun (CS3)
- Group
  - Champion: Tang Chun Hin (BEng1), Yao Fu Tim (BEng1)
  - First runner up: Cheung Man Pan Zero (CS2), Li Vai Kong Edward (CS2)
  - Second runner up: Tsang Shun Lun (CS3), Wan Kit Man (CS3)

Evaluations:

- Preparation
  - The deadline of registration was too close with the day of the activity, so the preparation time was limited.
  - It was recommended to have more helpers.
  - The current executive committee members of CSA, ENS, H.K.U.S.U. should have had a better communication with the helpers.
  - The rehearsal should have had a better arrangement with a prepared schedule.
- Rundown
  - Walkie-talkie was used as the primary communication tool among the current executive committee members and the helpers. However, it was hard to listen to walkie-talkie due to the noisy environment in the venue.
  - The masters of ceremony led the activity well, so the atmosphere was good.
- Post-Activity
  - Most audiences had good feedback on the activity.
  - A number of participants stayed in the venue to take photos with the guest after the end of the activity had been officially announced. It was recommended to have an effective way to clear the venue.
  - The quantity of audiences was not satisfactory.

8.2.10 Report on Mixer (Semester 1, 2009 – 2010)

Person in Charge:
Wan Ho Lun, John
(Financial Secretary of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Introduction:
The Mixer (Semester 1, 2009 – 2010) was expected to improve the relationship between CS students and the staff of the Department. In the form of buffet lunch gathering, the Mixer would act as a platform for the students and the staff to chat together in a casual way.

Aims:
- To facilitate communication between CS students and the staff of the Department
- To promote the Department to BEng1 students
- To promote the sense of belonging to the Department of the Members
- To provide an opportunity for the participants to meet each other

Date:
N/A

Time:
N/A

Venue:
N/A

Detail:
The Mixer (Semester 1, 2009 – 2010) was canceled because the Department had organized the Welcome Mixer in semester 1 in the academic year 2009 – 2010 and therefore the Department believed that it would be unnecessary to organize another Mixer within the same semester.

8.2.11 Report on Career Talk on Computer Science

Person in Charge:
Wong Yee Tak, Ada
(Information Secretary of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Introduction:
Career Talk on Computer Science was aimed to provide more career information to the CS students. The talk was held for providing a platform for guests to share current information on career aspect of CS and work experience to the students. This year, the guests invited were from Google. Refreshment was served for the guests and audiences after the talk.

Aims:
- To provide the participants more career information on CS aspect
- To provide the participants more information about Google

Date:
13th November 2009 (Friday)

Time:
17:15 – 20:00

Venue:
Theater C, Chow Yei Ching Building, The University of Hong Kong

Resources Borrowed:
- Chairs from the Department
- Public Address System (Portable Type) from Classroom Service Unit, Registry, The University of Hong Kong
- Tables from the Department
- Theater C, Chow Yei Ching Building, The University of Hong Kong from the Department

Details:
- A foreign student wanted to be audience but the language of the talk was Cantonese. As interpreter was not prepared, we had to find other audiences to help us to interpret the content.
- A reception counter was set up outside Theater C, Chow Yei Ching Building, The University of Hong
  Kong.
- All people were allowed to be audiences.
- There was a typo on the name tag of a guest. Correction was made immediately after discovery.

Number of Participants:
Around 100

Guests:

- Mr. Ivan Lee (Google Engineer)
- Mr. Kwan Chun Tak (Google Engineer)
- Mr. Matthew Chan (Google Engineer)
- Mr. William Chan (Google Engineer)

Master of ceremony:

- Cheung Man Pan, Zero (Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Rundown:

17:15 – 17:40	Start of reception
17:40 – 17:45	Welcome speech, Introduction of Google and Introduction of guests by the master of ceremony
17:45 – 18:20	Short presentation by William Chan (Topic: From Open Source Platform to Innovation Trend)
18:20 – 18:50	Question and answer session
18:50 – 18:55	Presentation of souvenirs and Photo taking
18:55 – 20:00	Refreshment

Evaluations:

- Preparation
  - It was suggested that the confirmation of guests' information should be earlier. Typos could be avoided for the printed materials.
  - The rundown was not fully rehearsed before execution.
- Rundown
  - Foreign students should have been taken care of as they may not be familiar with Cantonese. It was suggested to prepare interpreter for those audiences.
- Post-Activity
  - Some audiences suggested that more talks for different information technology related companies should be held in order to provide more career information to the Members.

8.2.12 Report on Mac OS X Snow Leopard Tutorial.

Person in Charge:
Li Vai Kong, Edward
(External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Introduction:
The Mac OS X Snow Leopard Tutorial. was co-organized by CSA, ENS, H.K.U.S.U. and iCampus. With the new release of notebook and operating system from Apple, more students in the University were using Macintosh. As Mac OS was a UNIX-based system which was different from Windows system, Mac OS X Snow Leopard Tutorial. was held to help the participants to discover the potential of a UNIX-based system.

Aims:
- To enhance the software knowledge for existing Macintosh users
- To introduce the difference between Macintosh platform and Windows platform to the public

Date:
18th November 2009 (Wednesday)

Time:
16:00 – 18:00

Venue:
UG114, Composite Building, The University of Hong Kong

Resources Borrowed:
- 6′ x 6′ Portable screens from Classroom Service Unit, Registry, The University of Hong Kong
- Chairs from HKUSU
- Examination tables from HKUSU
- iMac 27″ from iCampus
- Projectors from iCampus and Classroom Service Unit, Registry, The University of Hong Kong
- Public Address System (Portable Type) from Classroom Service Unit, Registry, The University of Hong Kong
- Public Address System (System Type) from Classroom Service Unit, Registry, The University of Hong Kong
- VGA splitter and cables from the Department

Details:
- 30 card readers and a few USB hubs were provided by iCampus for souvenirs.
- A counter was set up at the venue for attendance taking.
- All cubicle doors of the venue were removed to open up the room and publicize the activity.
- An iPod Touch 8GB (2nd Generation) and 10 Starbucks coupons were provided by iCampus for lucky draw.

- Li Vai Kong, Edward (External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2009 – 2010) had shared the advance functions and introduced different Apps of Snow Leopard.
- Marchi Lau (Apple Certified Specialist) had presented and demonstrated the basics of Snow Leopard.
- The long table beside iCampus was used for refreshment.

Number of Participants:
Around 60

Guests:
- Marchi Lau (Apple Certified Specialist)
- Enby Chow (Shop Manager, iCampus)

Master of Ceremony:
- Li Vai Kong, Edward (External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Rundown:

16:00 – 16:10	Welcome speech
16:10 – 16:55	Introduction to Snow Leopard
16:55 – 17:30	Refreshment
16:30 – 17:50	Exploring Apps of Snow Leopard
17:50 – 18:00	Lucky draw

Evaluations:
- Preparation
  - A detailed briefing was found beneficial to the smoothness of the activity.
  - A ladder should have been borrowed from HKUSU to hang the banner.
  - A rehearsal should have been carried for smoother presentation.
  - Function name and Electronic Direct Marketing were unexpectedly difficult to get approval from Apple.
  - It was found beneficial to spend time on investigating the venue days before the activity.
  - It was recommended to assign 2 people to take 1 Portable Screen since they were very heavy.
  - Online registration through website had captured half of the participants.
- Rundown
  - A helper should have been assigned to exchange the display cable between the iMac and MacBook for the speaker.
  - It was found that some foodstuff provided by Starbucks was too large for 1 person. It was recommended to cut them into smaller pieces for the ease of sharing.

8.2.13 Report on Superpass Day (Semester 1, 2009 – 2010)

Person in Charge:
Ng Yan Kit, Tec
(Social Secretary of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Introduction:
The Superpass Day included writing Chinese calligraphy, Chinese fai chun and a dinner for the participants.

Aims:
- To enhance the relationship between the participants
- To introduce Superpass traditions of the University to the participants
- To make good wishes to the participants on examinations

Date:
27th November 2009 (Friday)

Time:
14:00 – 21:15

Venue:
Counter outside Room 311, Haking Wong Building, The University of Hong Kong
Tak Hing Yuen Seafood Restaurant, Western District

Resources Borrowed:
- Cleaver from Tak Hing Yuen Seafood Restaurant
- Drawing Stand from Arts Association, Hong Kong University Students' Union
- Table from the Department

Details:
- Some current executive committee members of CSA, ENS, H.K.U.S.U. gathered some participants at Meng Wah Complex, The University of Hong Kong after a quiz of those participants. Some of those participants registered the dinner at that time.
- A board was provided for posting up the Fai Chun.
- Fai chun could be taken away.
- The assembling venues were Room 312, Haking Wong Building, The University of Hong Kong, Meng Wah Complex, The University of Hong Kong and the restaurant.
- Writing fai chun was free of charge.

Fee:
- HK$60 per head

Number of Participants:
36

Rundown:

14:00 – 18:30	Hosting counter outside Room 311, Haking Wong Building, The University of Hong Kong
18:30 – 19:00	Leading the participants to the restaurant
19:00 – 19:15	Arrival at the restaurant and Introduction of Superpass traditions of the University
19:15 – 19:45	Chopping of roasted pig
19:45 – 20:15	Cheers and Dinner
20:15 – 21:00	Distribution of red packets
21:00 – 21:15	Photo taking

Evaluations:

- Preparation
  - Decoration of counter was on time.
  - Posters were delayed for 1 day. It was recommended to follow the schedule strictly.
- Rundown
  - The restaurant did not have enough space for the participants to watch Chopping of roasted pig.
  - There was a little delay in the schedule. However, the delay was still acceptable.
- Post-Activity
  - Packaging of materials was well organized.
  - Participation fees were collected successfully.

8.3 Welfare and Services Report

8.3.1 Report on Association Coffee Mug Sales

Person in Charge:
Wong Wing Ying, Wing
(Welfare Secretary of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Introduction:
The Association Coffee Mug with the name of CSA, ENS, H.K.U.S.U. was produced in 2010 for sales.

Aim:
- To provide welfare to the Members

Dates:
Association Coffee Mug:
January 2010 – March 2010

Details:

Item	Price		Sold
	Member	Non-member	
Association Coffee Mug*	HK$55	HK$65	20

*Remarks: The number of Association Coffee Mug sold included the number sold in Welfare Package A and Welfare Package A Extension.

Evaluations:
- Overall
  - A few customers reported that there was a problem of water leakage in the Association Coffee Mug.
  - The number of sales to the staff of the Department was lower than expected.

8.3.2 Report on Association Jacket Sales

Person in Charge:
Wong Wing Ying, Wing
(Welfare Secretary of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Introduction:
The Association Jacket (2009 – 2010) with a new design was ordered in HaiFu Fashion Wholesale Company Limited for sales. It was a limited edition for celebrating the crystal anniversary of CSA, ENS, H.K.U.S.U.

Aims:
- To provide welfare to the Members
- To remark on the crystal anniversary of CSA, ENS, H.K.U.S.U.

Dates:
Association Jacket (2008 – 2009):
November 2008 – March 2010

Association Jacket (2009 – 2010):
January 2010 – March 2010

Details:

Item	Price		Sold
	Member	Non-member	
Association Jacket (2008 – 2009)	HK$80	HK$90	5
Association Jacket (2009 – 2010)*	HK$100	HK$120	50

*Remarks: The number of Association Jacket (2009 – 2010) sold included the number sold in Welfare Package A and Welfare Package A Extension.

Evaluations:
- Overall
  - Association Jacket (2009 – 2010) shed neps when it was worn at the first time, but the situation improved after washing it once.
  - The sales were satisfactory.

8.3.3 Report on Association Polo Shirt Sales

Person in Charge:
Wong Wing Ying, Wing
(Welfare Secretary of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Introduction:
The Association Polo Shirt with the name of CSA, ENS, H.K.U.S.U. was produced in 2008. The remaining stock has been available for sales since then.

Aim:
- To provide welfare to the Members

Dates:
Association Polo Shirt:
September 2008 – March 2010

Details:

Item	Price		Sold
	Member	Non-member	
Association Polo Shirt*	$45	$50	4

*Remarks: The number of Association Polo Shirt sold included the number sold in Welfare Package A Extension and Welfare Package B.

Evaluation:
- Overall
  - The number of sales was lower than expected.

8.3.4 Report on Association T-Shirt Sales

Person in Charge:
Wong Wing Ying, Wing
(Welfare Secretary of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Introduction:
The Association T-Shirt with a new design was ordered in HaiFu Fashion Wholesale Company Limited for sales.

Aim:
- To provide welfare to the Members

Dates:
Association T-Shirt:
January 2010 – March 2010

Details:

Item	Price		Sold
	Member	Non-member	
Association T-Shirt*	$40	$50	56

*Remarks: The number of Association T-Shirt sold included the number sold in Welfare Package A, Welfare Package A Extension and Welfare Package B.

Evaluations:
- Overall
  - The design was welcomed by the younger generations.
  - It was recommended to make the name of CSA, ENS, H.K.U.S.U. larger on the welfare items.
  - The number of sales to the staff of the Department was lower than expected.

8.3.5 Report on Borrowing of Recreational Facilities

Person in Charge:
Wong Wing Ying, Wing
(Welfare Secretary of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Introduction:
Recreational facilities in CS' Area including balls, cards, board games and other mini games were available for the Members to borrow during the on-duty time of CS' Area.

Aims:
- To provide a convenient borrowing method for the Members to spend their leisure time
- To provide welfare to the Members

Details:
The followings were available for borrowing.
- Board Games
  - Apple Chess
  - Chinese Chess
  - Go
  - Magnetic Aeroplane Chess
  - Magnetic Soccer Chess
  - Marble Chess
  - Monopoly
  - Pictionary
  - Shooting Chess
- Sports Items
  - Basketball
  - Football
  - Hula Hoop
  - Shuttlecock
  - Table Tennis Bat and Ping-Pong Ball
- Stationery
  - Cutter
  - Cutter Plate
  - Key Punch
  - Larger Stapler
- Other Items
  - Air Pump
  - Lighter
  - Megaphone
  - Mini Basketball
  - Monopoly Deal
  - Playing Card
  - Rapoo SLIMLINE 2100 2.4G Wireless Keypad
  - Sanguosha
  - Set of Chargers

- Set of Toy Bowling
- Timer
- Umbrella
- Watermelon Ball

Evaluations:

- Overall
  - It was recommended to add more facilities for the Members to borrow.
  - The promotion on Borrowing of Recreational Facilities was not enough.

8.3.6 Report on CS Bazaar

Person in Charge:
Wong Wing Ying, Wing
(Welfare Secretary of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Introduction:
During Items Collection Period, the Members could place their items at the counter. Items collected were displayed and sold during Sales Period. Funds and unsold items were returned to the Members before the end of October.

Aim:
- To provide welfare to the Members

Dates:
Items Collection Period:
7th September 2009 (Monday) – 11th September 2009 (Friday) and
14th September 2009 (Monday) – 18th September 2009 (Friday)

Sales Period:
14th September 2009 (Monday) – 18th September 2009 (Friday) and
21st September 2009 (Monday) – 25th September 2009 (Friday)

Funds or Items Distribution Period:
28th September 2009 (Monday) – 30th October 2009 (Friday)

Time:
Items Collection Period and Sales Period:
13:00 – 18:00

Funds or Items Distribution Period:
On-duty time of CS' Area

Venue:
Counter outside Room 311, Haking Wong Building, The University of Hong Kong (during Items Collection Period and Sales Period)

Resources Borrowed:
- Tables from the Department

Details:
- In total, 195 items were collected where 59 of them were successfully sold.
- Tropical Cyclone Warning Signal No. 8 was issued in the morning of 15th September 2009. Counter set-up was delayed in that day.

Evaluations:

- Preparation
  - Catalog was useful for students to know the details of the items. It was suggested that there should be more copies of the catalog.
  - Items should have been placed in somewhere secured by lock after each day of counter display.
  - Memos showing the price of item were difficult to stick with the items.
- Rundown
  - As counters were set up for both CS Festival 2009 – Video Game Competition and CS Bazaar, the current executive committee members of CSA, ENS, H.K.U.S.U. could not manage both counters efficiently. It was recommended not to hold two counters at the same time.
  - It was difficult to manage the counter as there were too many items.
- Post-Activity
  - All items were successfully returned to the owners before the end of Funds or Items Distribution Period.

8.3.7 Report on Calendar Card

Person in Charge:
Wong Wing Ying, Wing
(Welfare Secretary of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Introduction:
Calendar Card included school and public holidays, first day of teaching, last day of teaching, assessment period, revision period and reading week in year 2010. They were distributed in the General Office of the Department, CS' Area, on the Association Board of CSA, ENS, H.K.U.S.U. along corridor on 3/F, Haking Wong Building, The University of Hong Kong and on the desks in Room 310, Haking Wong Building, The University of Hong Kong and Room 312, Haking Wong Building, The University of Hong Kong.

Aims:
- To provide a convenient way for the Members to look up calendar
- To provide welfare to the Members

Dates:
From November 2009 onwards

Evaluations:
- Overall
  - It was recommended to include the important dates and holidays of semester 1 in the academic year 2010 – 2011 in the calendar card.
  - On the aspect of design, information was clearly displayed and words were large enough for reading.
  - Placing the calendar card on the desk in Room 312, Haking Wong Building, The University of Hong Kong was an effective distribution method since many students past by.

8.3.8 Report on Class Photo Taking

Person in Charge:
Wong Wing Ying, Wing
(Welfare Secretary of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Introduction:
Class photos were taken for each class of Bioinformatics, Computer Science, and Information Systems/Computer Science. There was a class photo ordering system on the website of CSA, ENS, H.K.U.S.U. Students who have ordered were given printed copies of the class photos.

Aim:
- To enhance the sense of belonging of the Members to their own class

Arranged Time Slots and Venues:

Class	Date	Time	Venue
Bioinf2	24th September, 2009 (Thursday)	13:45	Sun Yat-Sen Steps, The University of Hong Kong
Bioinf3	Unable to arrange	N/A	N/A
CS1	18th January, 2010 (Monday)	11:40	Composite Building, The University of Hong Kong
CS2	22nd September, 2009 (Tuesday)	11:40	Composite Building, The University of Hong Kong
CS3	25th September, 2009 (Friday)	16:00	Library Extension Building, The University of Hong Kong
IS/CS1	28th October, 2009 (Wednesday)	18:00	Composite Building, The University of Hong Kong
IS/CS2	29th October, 2009 (Thursday)	13:45	Sun Yat-Sen Place, The University of Hong Kong
IS/CS3	2nd October, 2009 (Friday)	10:30	Library Extension Building, The University of Hong Kong
IS/CS4*	28th October, 2009 (Wednesday)	10:30	Composite Building, The University of Hong Kong

*Remarks: This class refused to take class photo with no reasons, so there was no class photo for them.

Number of Photos Ordered:
58

Evaluations:
- Preparation
  - It was difficult to arrange a suitable time slot for Bioinf3.
  - It was recommended to arrange time slots at the beginning of the semester to let more students take class photos.
  - It was recommended to contact class representatives of each class for the

time slots of core courses.

- Rundown
  - It was recommended to encourage the already-arrived participants to wait for other participants before taking the photos.
  - Some of the IS/CS3 students refused to take class photo.
- Post-Activity
  - The notice for the maximum number of ordering should have been written once the class photo ordering system was made public.
  - The promotion on the class photo ordering system was too late.

8.3.9 Report on Contact Directory

Person in Charge:
Wong Wing Ying, Wing
(Welfare Secretary of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Introduction:
The Contact Directory consisted of information including CS Login, Full Name, Nickname, Curriculum, Mobile, Windows Live Messenger and Facebook of students from Bioinformatics, Computer Science and Information Systems/Computer Science. Information was collected by circulating the folder in classes and sending a mass email. Besides, the information could also be obtained from membership forms and the old Contact Directory's records. All information was displayed in the "Community" of the website of CSA, ENS, H.K.U.S.U. The students can view the information after they have logged into the website. A hard copy was also put in CS' Area for the students' convenience.

Aims:
- To facilitate communication between CS students and the Department
- To promote friendship and communication among the Members

Date:
From February 2010 onwards

Evaluations:
- Overall
  - A few students complained that circulating the folder in classes was annoying and they suggested using the electronic version for collecting students' information.
  - Circulating the folder in year 1 students' classes and membership forms were effective methods for collecting students' information.
  - It was hard to collect students' information from CS3 students and Information Systems/Computer Science students.
  - The online version of Contact Directory was a new trial, so some students did not know how to access the directory on the website of CSA, ENS, H.K.U.S.U. very well.
  - The promotion on the online version of Contact Directory was not enough.

8.3.10 Report on Departmental Windbreaker Sales

Person in Charge:
Wong Wing Ying, Wing
(Welfare Secretary of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Introduction:
The Departmental Windbreaker featuring the name of the Department was produced in 2007. The remaining stock has been available for sales since then.

Aim:
- To provide welfare to the Members

Dates:
Departmental Windbreaker:
November 2007 – March 2010

Details:

Item	Price		Sold
	Member	Non-member	
Departmental Windbreaker	HK$100	HK$120	3

Evaluations:
- Overall
  - Some of the Members did not buy the Departmental Windbreaker since the remaining Departmental Windbreakers were too large.
  - The name of the Department was an attractive point for the Members to buy the product.

8.3.11 Report on Marketing Activities

Person in Charge:
Cheung Man Pan, Zero
(Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Introduction:
The Marketing Activities involve finding sponsorship to fund for events. Divine Fung (CS2) was the sub-committee member for the Marketing Activities.

Aims:
- To find sponsor items for the participants of events
- To keep a good linkage between business bodies
- To seek fund for events in order to enhance their effectiveness

Details:
The followings were the sponsoring bodies in different events with the type of sponsorship bracketed.
- Inauguration Ceremony
  - Sponsoring Organizations
    - CEDARS (Cash)
    - City Cut (Cash)
    - Point Computer System (Cash)
    - 快樂茶餐廳 (Cash)
    - 森記甜品之家 (Cash)
    - 梁輝醫館 (Cash)
    - 美景窗簾公司 (Cash)
    - 金水壽司 (Cash)
    - 音樂頌 (Cash)
    - 香港人家 (Cash)
    - B 太郎 (Refreshment)
    - Curry King Indian Restaurant (Refreshment)
    - 石糖咀 (Refreshment)
    - 味之拉麵日本料理 (Refreshment)
    - 宜記餐廳 (Refreshment)
    - 悅滿樓 (Refreshment)
    - 華叔海鮮飯店 (Refreshment)
    - 華昇美食 (Refreshment)
    - 飲冰室 (Refreshment)
  - Sponsoring Individuals
    - Dr. A.T.C. Tam (Cash)
    - Dr. H.F. Ting (Cash)
    - Dr. K.K.Y. Wong (Cash)
    - Dr. K.P. Chan (Cash)
    - Dr. R.C.K. Cheng (Cash)
    - Dr. S.M. Yiu (Cash)
    - Dr. W.S. Ho (Cash)
    - Professor D.W.L. Cheung (Cash)

        - Professor F.Y.L. Chin (Cash)
- Badminton Competition
    - Sponsoring Organizations
        - CEDARS (Cash)
- Superpass day
    - Sponsoring Organizations
        - CEDARS (Cash)
- Orientation Program 2009
    - Sponsoring Organizations
        - CEDARS (Cash)
        - Event Elite (Cash)
        - HKYTSA (Cash)
        - Between Marketing and Promotion Ltd. (Cash and Gifts)
        - Watami Japanese Casual Restaurant (Coupons)
        - Hui Lau Shan Healthy Dessert (Coupons)
        - Neway Karaoke (Coupons and Products)
        - Fortune Pharmacal Co. Ltd. (Products)
        - Google Hong Kong (Products)
        - Mattel East Asia Limited (Gifts)
- CS Festival 2009 – Video Game Competition
    - Sponsoring Organizations
        - CEDARS (Cash)
        - Feva Works IT Education Centre (Coupons and Products)
        - Kaspersky (Products)
        - 金桑子 (Products)
- CS Festival 2009 – 3 on 3 Basketball Competition
    - Sponsoring Organizations
        - CEDARS (Cash)
        - Feva Works IT Education Centre (Coupons and Products)
        - Kaspersky (Products)
        - 金桑子 (Products)
- CS Festival 2009 – Annual Dinner
    - Sponsoring Organizations
        - CEDARS (Cash)
        - Point Computer System (Cash)
        - the Department (Cash)
        - 森記甜品之家 (Cash)
        - 梁輝醫館 (Cash)
        - JUMPIN GYM U.S.A. (Cash Coupons)
        - CHKCI (Gifts)
    - Sponsoring Individuals
        - Dr. A.T.C. Tam (Cash)
        - Dr. B.C.M. Kao (Cash)
        - Dr. H.F. Ting (Cash)
        - Dr. K.P. Chan (Cash)
        - Dr. S.M. Yiu (Cash)
        - Dr. W.S. Ho (Cash)
        - Dr. W.W. Tsang (Cash)
        - Professor D.W.L. Cheung (Cash)

        - Professor F.Y.L. Chin (Gift)
- CS Festival 2009 – Singing Contest
    - Sponsoring Organizations
        - CEDARS (Cash)
        - JUMPIN GYM U.S.A. (Cash Coupons)
        - Neway (Cash Coupons)
- Career Talk on Computer Science
    - Sponsoring Organizations
        - CEDARS (Cash)
        - the Department (Cash)
- Mac OS X Snow Leopard Tutorial.
    - Sponsoring Organizations
        - Senco HK (Cash)
- Superpass day
    - Sponsoring Organizations
        - CEDARS (Cash)

Evaluations:

- Overall
    - It was recommended to co-operate with other associations and societies to find sponsorship.
    - It was recommended to explore more ways to find sponsorship since there were many sponsorship schemes for university orientation programs each year.
    - It was recommended to make sure all credit card applicants had understood the details clearly when they applied credit cards from the current executive committee members of CSA, ENS, H.K.U.S.U.

8.3.12 Report on Membership Card

Person in Charge:
Wong Wing Ying, Wing
(Welfare Secretary of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Introduction:
The Membership Card was to identify the membership of CSA, ENS, H.K.U.S.U. and issued to the Members. It was 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. A new membership card was made since there were spelling mistakes on the previous card.

Aims:
- To promote the sense of belonging to CSA, ENS, H.K.U.S.U. of the Members

Evaluations
- Overall
  - Design of the membership card was welcomed by the Members.
  - Distribution of membership form in the core courses was an effective method to notify the renewal of membership card to the Members.
  - Pre-producing membership cards for the Members who had not renewed their membership cards was an effective measure to reduce the time needed in writing membership information on the cards.
  - Promotion on the renewal of membership card was not enough.
  - It was recommended to proofread the text of the membership cards before issuing to the Members.

8.3.13 Report on Mobile Chain Sales

Person in Charge:
Wong Wing Ying, Wing
(Welfare Secretary of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Introduction:
There are 2 types of mobile chain for sales.

Aim:
- To provide welfare to the Members

Dates:
Association Mobile Chain:
September 2008 – March 2010

Departmental Mobile Chain:
November 2007 – March 2010

Details:

Item	Price		Sold
	Member	Non-member	
Association Mobile Chain	HK$12	HK$15	0
Departmental Mobile Chain	HK$10	HK$12	7

Evaluations:
- Overall
  - It was recommended to have more promotion on these 2 items.
  - The sales were not satisfactory.

8.3.14 Report on Newsletter Publication

Person in Charge:
Lee Kin Chung, Casper
(Publication & Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Introduction:
The Newsletters were published to promote and summarize the events of CSA, ENS, H.K.U.S.U. It also served as an official channel between CSA, ENS, H.K.U.S.U. and the Members. Newsletters were available in printed version and electronic version. Color-printed newsletters were displayed in Room 310, Haking Wong Building, The University of Hong Kong; Room 311, Haking Wong Building, The University of Hong Kong; Room 312, Haking Wong Building, The University of Hong Kong; Room 335A, Haking Wong Building, The University of Hong Kong (for the Issue Apr 2009); The Association Board of CSA, ENS, H.K.U.S.U. and at CS' Area. Grayscale-printed newsletters could be collected while electronic newsletters were available on the website of CSA, ENS, H.K.U.S.U.

Aims:
- To promote upcoming events of CSA, ENS, H.K.U.S.U. to the Members and public
- To provide reviews of the events of CSA, ENS, H.K.U.S.U. to the Members and public

Details:
The followings were the newsletter issues of CSA, ENS, H.K.U.S.U., Session 2009 – 2010.
- Issue Apr 2009
  - Function Review
    - Joint Society Soccer League
    - Inauguration Ceremony
  - Cover Story
    - Introduction to CaSa
  - New Technology Focus
    - Google PowerMeter
  - Interest Sharing
    - DC Player – Snapshot 新手上路
    - 中國武術簡史
  - Function Preview
    - Mixer
    - Badminton Competition
    - Superpass Day (Semester 2, 2009 – 2010)
- Issue Jan 2010
  - Function Review
    - Badminton Competition
    - Superpass Day (Semester 2, 2009 – 2010)
    - Orientation Program 2009
    - Semester Commencement Dinner
    - CS Bazaar

        - CS Friends Club
    - Special Column
        - CSA 全新網頁大解構
- Issue Feb 2010
    - Function Review
        - CS Festival 2009
        - Career Talk on Computer Science
        - Mac OS X Snow Leopard Tutorial.
        - Superpass Day (Semester 1, 2010 – 2011)
        - Welfare Week
    - Special Column
        - CSA 網頁全新功能詳盡介紹
- Issue Mar 2010
    - Cover Story
        - Messages from CaSa
    - Special Column
        - Introduction to Cascade
    - Function Preview
        - Annual General Meeting of Computer Science Association, Engineering Society, H.K.U.S.U.

Evaluations:

- Overall
    - Deadlines should have been strictly followed in order to avoid delay in publication.
    - It was recommended to place some copies of the newsletter in the General Office of the Department.
    - It was recommended to string the color-printed version of newsletter in order to avoid losing them.
    - Sponsorship could have been found for the newsletters in order to provide funding for distributing color-printed version.

8.3.15 Report on Other Products Sales

Person in Charge:
Wong Wing Ying, Wing
(Welfare Secretary of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Introduction:
CD-R, Doll E-Men, DVD+R, DVD+R Double Layer, DVD-R and Tissue were available in CS' Area during the on-duty time.

Aim:
- To provide welfare to the Members

Dates:
February 2009 – March 2010

Details:

Item	Price		Sold
	Member	Non-member	
CD-R	HK$1.5	HK$1.5	20
Doll E-Men	HK$3	HK$3	1
DVD+R	HK$2	HK$2	3
DVD+R Double Layer	HK$6	HK$6	0
DVD-R	HK$2	HK$2	35
Tissue	HK$1	HK$1	61

Evaluations:
- Overall
  - The sales of CD-R, DVD-R and Tissue were reasonable.
  - The promotion on Doll E-Men was not enough.
  - The selling of DVD+R Double Layer was a new trial, so only a few amount were bought.

8.3.16 Report on Society Soccer Team

Person in Charge:
Leung Kon Ming, Wilson
(Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Introduction:
The Society Soccer Team was formed to represent CSA, ENS, H.K.U.S.U. in participating Joint Society Soccer League and other friendly matches with different societies.

Aims:
- To arouse interest in sports for the Members
- To have a team to represent CSA, ENS, H.K.U.S.U. in friendly matches and Joint Society Soccer League

Detail:
- The result of the Society Soccer Team of CSA, ENS, H.K.U.S.U. in group stage was at rank 5.

Number of Participants:
22

Team Members:
- Captain
  - Leung Kon Ming (CS2)
- Members
  - Chan Yat Cheung (CS3)
  - Cheung Lok Kan (CS3)
  - Cheung Wai Lok (CS3)
  - Chung Man Ho (CS3)
  - Fung Shiu Hang (Graduate)
  - Ho Chung Yin (CS2)
  - Lau Chi Ho (CS3)
  - Lau Chun Yin (CS3)
  - Lee Man Ho (CS3)
  - Lee Wai (CS3)
  - Li Vai Kong (CS2)
  - Mo Wing Fat (CS2)
  - Ng Man Lung (CS2)
  - Ng Yan Kit (CS2)
  - Rocky Lam (Staff)
  - Tang Chi Chun (CS3)
  - Wat Chun Pang (CS3)
  - Wong Wai Kit (Graduate)
  - Yeung Wai Wing (CS2)
  - Yeung Yiu Wo (CS2)
  - Yim Lok Hin (CS3)

Evaluations:

- Overall
  - It was recommended to arouse the interest of the Members to support the Society Soccer Team.
  - It was recommended to have more training sessions to practice.
  - Some training sessions were canceled because of bad weather.
  - There were not enough team members participating in training sessions and matches.

8.3.17 Report on Souvenirs to Graduates

Person in Charge:
Wong Wing Ying, Wing
(Welfare Secretary of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Introduction:
Students graduated in the academic year 2008 – 2009 were given a card holder with name of the Department, the year of graduation on the cover and a thank you card placed inside as a souvenir.

Aims:
- To enhance the image of CSA, ENS, H.K.U.S.U. and the Department in memory of the graduates
- To thank the graduates for their support to CSA, ENS, H.K.U.S.U. over past years

Detail:
- In total, 120 copies were made where 93 of them were distributed.

Evaluations:
- Overall
  - Distributing the souvenir during Final Year Project exhibition was effective and ensured majority had a copy.
  - Many graduates commented that the souvenir was well-designed and it was welcomed by the graduates.

8.3.18 Report on Stationary Sales

Person in Charge:
Wong Wing Ying, Wing
(Welfare Secretary of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Introduction:
The Association File and Association Paper (2008 – 2009) with the name of CSA, ENS, H.K.U.S.U. had been available since September 2008. As all Association Paper (2008 – 2009) was sold out in November 2009, Association Paper (2009 – 2010) was designed and produced for sales.

Aim:
- To provide welfare to the Members

Dates:
Association File:
September 2008 – March 2010

Association Paper (2008 – 2009):
September 2008 – November 2009

Association Paper (2009 – 2010):
January 2010 – March 2010

Details:

Item	Price		Sold
	Member	Non-member	
Association File	HK$1.5	HK$1.5	2
Association File (Package of 3)	HK$4	HK$4	30
Association Paper (2008 – 2009)	HK$10	HK$12	17
Association Paper (2009 – 2010)*	HK$12	HK$15	36

*Remarks: The number of Association Paper (2009 – 2010) sold included the number sold in Welfare Package A and Welfare Package A Extension.

Evaluations:
- Overall:
  - It was recommended to choose another supplier in the future.
  - The thickness of Association Paper (2009 – 2010) was not enough because of the problem of the supplier.

8.3.19 Report on Welfare Package Sales

Person in Charge:
Wong Wing Ying, Wing
(Welfare Secretary of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Introduction:
There were 3 Welfare Packages introduced in the Welfare Week. They included several welfare items and were sold at a lower price.

Aim:
- To provide welfare to the Members

Dates:
Welfare Package A:
January 2010

Welfare Package A Extension:
January 2010

Welfare Package B:
January 2010

Details:

Package	Items included	Price		Sold
		Member	Non-member	
Welfare Package A	Association Coffee Mug, Association Jacket (2009 – 2010), Association Paper (2009 – 2010), Association T-Shirt	HK$195	HK$205	10
Welfare Package A Extension	Association Coffee Mug, Association Jacket (2009 – 2010), Association Paper (2009 – 2010), 2 Association T-Shirt	HK$225	HK$235	7
Welfare Package A Extension	Association Coffee Mug, Association Jacket (2009 – 2010), Association Paper (2009 – 2010), Association Polo Shirt, Association T-Shirt	HK$225	HK$235	2
Welfare Package B	Association Polo Shirt, Association T-Shirt	HK$70	HK$80	2

Evaluations:

- Overall
  - It was recommended that all packages were released at the same time.
  - It was recommended to add Association Mobile Chain and Departmental Mobile Chain in the packages.

  - Some of the new welfare items were not received before the first date of the Welfare Week, so the sales of the items started from different dates.
  - The sales of the packages were lower than expected.

8.4 External Affair Report

8.4.1 Report on Joint Universities Computer Association (JUCA)

Person in Charge:
Li Vai Kong, Edward
(External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Introduction:
The JUCA was established in 1995. It gathered computer-related societies in local universities and provided a platform which enabled communication among students in computer-related disciplines. It also organized functions that were open to students studying in computer-related disciplines in Hong Kong.

Aims:
- To facilitate interflow between the Members and students from computer-related disciplines in other universities in Hong Kong
- To provide opportunities for the Members to participate in joint-university functions
- To raise the social respect and recognition of CSA, ENS, H.K.U.S.U.

Details:
This year, the current executive committee members took up the role to re-initiate the forming of a new cabinet for JUCA again. The work started with contacting and seeking cooperation with all computer-related organizations. Unfortunately, due to the time clash of year plans between different universities and the low interest among all the universities, JUCA could not be re-formed. However, with a better communication with the next cabinet among all the universities, CSA, ENS, H.K.U.S.U., Computer Science Society, City University of Hong Kong Students' Union, The Computer Science Society, The Student Union of The Chinese University of Hong Kong and The Computer Science Students' Society, the Hong Kong University of Science and Technology Students' Union had shown interest in re-forming the JUCA and were planning to co-organize a joint-university function in April 2010.

Evaluations:
- Overall
  - Past executive members of JUCA must be contacted directly to initiate the re-form/transfer of the ownership for the JUCA.
  - The next-session executive committee of CSA, ENS, H.K.U.S.U. should carefully plan the direction for JUCA and organize joint-university activities as JUCA was a hot topic in HKGolden forum in the past.

8.4.2 Report on Relationship with other academic bodies

Person in Charge:
Li Vai Kong, Edward
(External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Within the University:
Civil Engineering Society, Engineering Society, H.K.U.S.U. (CES, ENS, HKUSU)
CES, ENS, HKUSU was a student organization serving staff and students in the Department of Civil Engineering, The University of Hong Kong.

Evaluation: This year, the relationship between CES, ENS, HKUSU and CSA, ENS, H.K.U.S.U. was very good. Both organizations sent a team to participate in the Joint Society Soccer League. We also shared ideas on matters related to Orientation Period this year.

Electrical and Electronic Engineering Association, Engineering Society, HKUSU (EEEA, ENS, HKUSU)
EEEA, ENS, HKUSU was a student organization serving staff and students in the Department of Electrical and Electronic Engineering, The University of Hong Kong.

Evaluation: This year, the relationship between EEEA, ENS, HKUSU and CSA, ENS, H.K.U.S.U. was very good. Both organizations sent a team to participate in the Joint Society Soccer League. We also shared ideas on matters related to Orientation Period this year.

Engineering Society, H.K.U.S.U.
Engineering Society, H.K.U.S.U. was 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 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 Program 2009, especially on arranging for venue of Orientation Program 2009 – Information Day 2009.

Industrial Engineering Society, The University of Hong Kong (HKUIEA)
HKUIEA was a student organization 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 Orientation Period this year.

Information Systems Association, Business and Economics Association, Hong Kong University Students' Union (ISA, BEA, HKUSU)
ISA, BEA, HKUSU was a student organization serving students studying in the curricula of BBA(IS)/BEng(CS).

Evaluation: This year, the relationship between ISA, BEA, HKUSU and CSA, ENS, H.K.U.S.U. was good. We cooperated on organizing Career Talk. Communication between the executive committee members of the two organizations was good.

Mechanical Engineering Society, Engineering Society, H.K.U.S.U.
(MES, ENS, H.K.U.S.U.)
MES, ENS, H.K.U.S.U. was a student organization 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 Orientation Period this year.

Biochemistry Society, SS, HKUSU
Civil Engineering Society, Engineering Society, HKUSU
Electrical and Electronic Engineering Association, Engineering Society, HKUSU
Environmental Life Science Society, SS, HKUSU
Food and Nutritional Society, Science Society, H.K.U.S.U.
History Society, Arts Association, H.K.U.S.U.
Mechanical Engineering Society, Engineering Society, H.K.U.S.U.
Medical Society, HKUSU
Politics and Public Administration Association, Social Sciences Society, H.K.U.S.U.
Psychology Society, Social Sciences Society, H.K.U.S.U.
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:
Computer Science Society, City University of Hong Kong Students' Union
Computer Science Society, Hong Kong Baptist University
Computer Science Society, The Student Union of the Chinese University of Hong Kong
Society of Computing Studies, Hong Kong Polytechnic University Students' Union
The Computer Science Students' Society, the Hong Kong University of Science and Technology Students' Union
The Student Society of Computing, the Open University of Hong Kong
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. could be raised.

8.4.3 Report on Participation in inauguration ceremonies of other societies

Person in Charge:
Li Vai Kong, Edward
(External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2009 – 2010)

Introduction:
CSA, ENS, H.K.U.S.U. received invitations to inauguration ceremonies organized by various societies inside or outside the University. Current executive committee members of CSA, ENS, H.K.U.S.U. attended the ceremonies as representatives.

Aims:
- To seek basic understanding with other organizations
- To establish good relationship with other societies
- To gain recognition from other organizations
- To share experience in organizing functions and seek cooperation opportunities

Participated inauguration ceremony of the following societies:
Civil Engineering Society, Engineering Society, HKUSU
Computer Science Society, City University of Hong Kong Students' Union
Computer Science Society, Hong Kong Baptist University
Electrical and Electronic Engineering Society, Engineering Society, HKUSU
Engineering Society, H.K.U.S.U.
Information Systems Association, Business and Economics Association, H.K.U.S.U.
Law Association, H.K.U.S.U.

Evaluations:
- Overall
  - Inauguration ceremonies were important occasions on which communication between CSA, ENS, H.K.U.S.U. and other student organizations could be maintained. They were also great opportunities for seeking cooperation chances such as joint society functions.

9. Annual Financial Report

Computer Science Association, Engineering Society, H.K.U.S.U., Session 2009 – 2010

Annual Financial Report for the Year Ended 2 March 2010
(Expressed in Hong Kong dollars)

A. Income and Expenditure Account

		Income($)	Expenditure($)
1. Membership Subscription			
Existing Member (expires on 2009)	($17.5 x 61)	1067.50	
Existing Member (expires on 2010)	($35 x 76)	2660.00	
Existing Member (expires on 2011)	($37.5 x 62)	2325.00	
New Member (expires on 2012)	($20 x 62)	1240.00	
2. Administration			
Annual Report	($10 x 40)		400.00
Association Board Decoration	($20 + $35.2 + $8.8 + $192.3)		256.30
Grant for Proposed Cabinet			400.00
Membership Card	($48 for 300)		48.00
Receipt			6.00
Stationery			529.90
3. Activities and Functions			
Inauguration Ceremony		587.70	
Mixer (Semester 2, 2008 – 2009)		0.00	
Badminton Competition			311.00
Superpass Day (Semester 2, 2008 – 2009)		1.10	
Orientation Program 2009		180.30	
Semester Commencement Dinner		916.00	
CS Friends Club			99.80
CS Festival 2009		1294.40	
Career Talk on Computer Science			85.00
Mac OS X Snow Leopard Tutorial.		123.50	
Superpass Day (Semester 1, 2009 – 2010)			647.30
4. Sports			
First Aid Box			13.90
Society Football Team			99.00
5. Welfare			
Calendar Card	($48 for 300)		48.00
New Recreational Facility	($59.9 + $55)		114.90
Newsletter	($69.5 + $64 x 3)		261.50
Promotion for CS Bazaar			
Poster	($2 x 5 + $1 x 2)		12.00
Promotion for Welfare Week			
Banner			46.00
Poster	($2 x 14 + $1 x 14)		42.00
Souvenirs for Graduates	($9.5 x 120 + $48)		1188.00
Welfare Item Sales		1397.00	
6. Others			
Bank Interest		0.58	
Registration fee	($10 x 62 + $20 x 13)	880.00	
Sales of Item of CSA, ENS, H.K.U.S.U.		349.00	
Walkie-Talkie	($185 x 4)		740.00
Total		13022.08	5348.60
Surplus for the year (HK$)			7673.48

B. Balance Sheet as at 2 March 2010

		$	$
Current Assets			
Bank		31460.22	
Cash		741.90	
Stock		7370.50	
Career Talk on Computer Science Funding from the Department Receivable		389.30	
Orientation Program 2009 – Orientation Camp Sponsorship Receivable		1730.00	
	sub-total		41691.92
Less: Current Liabilities			
Annual Report Payable		850.00	
Class Photo Payable		63.60	
Prepaid Membership Fee		7440.00	
	sub-total		8353.60
Net current assets			33338.32
Balanced by:			
Accumulated funds b/f from Session 2008 – 2009			
Bank		14802.38	
Cash		1649.70	
Stock		5185.56	
Membership Fee Receivable		7440.00	
Mixer Funding from the Department Receivable		10609.20	
Orientation Camp Sponsorship Receivable		1010.00	
Welfare Item Sales Receivable		850.00	
Less: Annual Report Payable		400.00	
Prepaid Membership Fee		10637.50	
Welfare Item Payable		4844.50	
	sub-total		25664.84
Add: Surplus of Session 2009 – 2010			7673.48
Accumulated Funds c/f			33338.32

Prepared by
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H.K.U.S.U., Session 2009 – 2010

Approved by
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Chairperson,
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Session 2009 – 2010

Audited by
Professor D.W.L. Cheung,

Honorary Auditor,
Computer Science Association, Engineering Society,
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Association Chop

Notes to Report

C. Details of Activities and Functions

1	Inauguration Ceremony			
	Sponsorship from Shops		2100.00	
	Sponsorship from Teaching Staff		1950.00	
	Banner			176.00
	Booklet	($561.6 + $108 + $250)		919.60
	Invitation Letter	($6 + $58 + $98)		162.00
	Poster	($35 x 2)		70.00
	Signing Board	($70.5 + $10 + $10.5 + $30)		121.00
	Souvenir	($11.5 x 100)		1150.00
	Stationery	($8.1 + $27.2 + $35.5)		70.80
	Utensil for Refreshment	($24 + $16.9 + $21 + $39 + $134.4)		235.30
	Venue Fee			505.00
	Miscellaneous			
	Cable Tie			10.00
	Cue Card			6.90
	Iron Ring			5.10
	Name Tag			8.00
	Safety Pin			8.60
	Stamp			14.00
		Total	4050.00	3462.30
		Surplus/(Deficit)		587.70

2	Mixer (Semester 2, 2008 – 2009)			
	Funding from the Department		3370.40	
	Poster	($2 x 2 + $0.2 x 4)		4.80
	Refreshment			3295.60
	Utensil for Refreshment			70.00
		Total	3370.40	3370.40
		Surplus/(Deficit)		0.00

3	Badminton Competition			
	Badminton	($55 x 2)		110.00
	Poster	($2 x 8 + $1 x 5)		21.00
	Prize	($15 x 12)		180.00
		Total	0.00	311.00
		Surplus/(Deficit)		(311.00)

4	Superpass Day (Semester 2, 2008 – 2009)			
	Entrance Fee	($60 x 43)	2580.00	
	Sponsorship from CEDARS		221.00	
	Catering Fee			2250.00
	Poster	($2 x 6 + 1 x 2)		14.00
	Red Packet	($1.3 x 43)		55.90
	Roasted Pig			480.00
		Total	2801.00	2799.90
		Surplus/(Deficit)		1.10

5	Orientation Program 2009			
	Sponsorship from HKYTSA		1000.00	
	Leaflet	($0.5 x 12)		6.00
	Poster	($2 x 6)		12.00
5.1	Orientation Program 2009 – Information Day			
	Banner	($85 x 2 + $34 + $45)		249.00
	Board			39.20
	Booklet	($87 + $156 + $342)		585.00
	Furniture			30.00
	Orientation Program 2009 T-Shirt	($22.8 x 16)		364.80
	Stationery			15.00
	Miscellaneous			
	Battery			60.90
5.2	Orientation Program 2009 – Orientation Day			
	Entrance Fee	($30 x 27)	810.00	
	Orientation Program 2009 T-Shirt	($22.8 x 4)		91.20
	Prize			44.90
5.3	Orientation Program 2009 – Orientation Camp			
	Entrance Fee			
	Executive Committee Member	($250 x 12)	3000.00	
	Freshman	($390 x 43)	16770.00	
	Helper	($250 x 21)	5250.00	
	Pre-Camp Fee	($100 x 20)	2000.00	
	Sponsorship from Between		720.00	
	Sponsorship from CEDARS		1500.00	
	Sponsorship from Shops		400.00	
	Banner			87.00
	Camp Fire			120.00
	Catering Fee			
	Breakfast	($18 x 74 x 2)		2664.00
	Dinner	($30 x 74 + $1431)		3651.00
	Lunch	($30 x 60)		1800.00
	Pre-Camp Dinner	($40 x 20)		800.00
	Game Material			
	Beach Game			69.90
	Detective Game			49.70
	Mass Game			25.00
	Orientation Program 2009 T-Shirt	($22.8 x 80 x 3)		5472.00
	Transportation	($1100 + $268)		1368.00
	Venue Fee			
	Hall	($1300 x 2)		2600.00
	Room	($60 x 128 + $850 x 2)		9380.00
	Room for Pre-Camp	($60 x 20)		1200.00
	Miscellaneous			
	Rubbish Bag			17.90
	Fluorescent Stick			86.00
	Fax			4.00
5.4	Orientation Program 2009 – Closing Ceremony			
	Prize	($70 + $ 168.8)		238.80
	Sourvenir	($110.4 + 18 + 10)		138.40
		Total	31450.00	31269.70
		Surplus/(Deficit)		180.30

6	Semester Commencement Dinner				
	Entrance Fee	($80 x 56)		4480.00	
	Catering Fee	($888 x 4)			3552.00
	Poster	($2 x 5 + $1 x 2)			12.00
			Total	4480.00	3564.00
			Surplus/(Deficit)		916.00
7	CS Friends Club				
	Poster	($2 x 6 + $1 x 2)			14.00
	Refreshment				85.80
			Total	0.00	99.80
			Surplus/(Deficit)		(99.80)
8	CS Festival 2009				
	Banner				171.00
8.1	CS Festival 2009 – Video Game Competition				
	Sponsorship from CEDARS			200.00	
	Board				18.00
	Poster	($2 x 6 + $1 x 2)			14.00
8.2	CS Festival 2009 – 3 on 3 Basketball Competition				
	Sponsorship from CEDARS			200.00	
	Banner				45.00
	Poster	($2 x 6 + $1 x 2)			14.00
8.3	CS Festival 2009 – Annual Dinner				
	Entrance Fee				
	Alumnus	($330 x 17)		5610.00	
	Student	($220 x 52)		11440.00	
	Teacher	($330 x 2)		660.00	
	Sponsorship from Shops			700.00	
	Sponsorship from Staff			1600.00	
	Sponsorship from the Department			500.00	
	Banner				45.00
	Booklet	($272 + $210.6 + $9.2)			491.80
	Catering Fee	($250 x 71)			17750.00
	Invitation Card				38.00
	Lucky Draw	($299 + $159.8)			464.80
	Poster				14.00
	Signing Paper				9.00
	Transportation				210.00
	Miscellaneous				
	DVD				8.00
8.4	CS Festival 2009 – Singing Contest				
	Sponsorship from CEDARS			400.00	
	Banner				45.00
	Leaflet	($2 x 80)			160.00
	Poster	($2 x 16 + $1 x 2)			34.00
	Prize				350.00
	Refreshment				134.00
			Total	21310.00	20015.60
			Surplus/(Deficit)		1294.40

9	Career Talk on Computer Science				
	Funding from the Department			389.30	
	Sponsorship from CEDARS			100.00	
	Banner				160.00
	Leaflet	($0.25 x 60)			15.00
	Poster	($2 x 5)			10.00
	Refreshment				389.30
			Total	489.30	574.30
			Surplus/(Deficit)		(85.00)

10	Mac OS X Snow Leopard Tutorial.				
	Sponsorship from Senco Masslink			3500.00	
	Banner				290.00
	Poster	($63 x 2 + $35 x 3 + $1 x 34)			265.00
	Prize	($25 x 10 + $1568)			1818.00
	Refreshment				1003.50
			Total	3500.00	3376.50
			Surplus/(Deficit)		123.50

11	Superpass Day (Semester 1, 2009 – 2010)				
	Entrance Fee	($80 x 36)		2880.00	
	Catering Fee	(($698 x 4 + $300) x 1.1)			3401.00
	Poster	($2 x 6 + $1 x 4)			16.00
	Red Packet	($1.3 x 36)			46.80
	Stationery				63.50
			Total	2880.00	3527.30
			Surplus/(Deficit)		(647.30)

D. Details of Welfare Items

1. Purchases and Stock

	Purchases			Opening Stock			Closing Stock		
	Quantity	Unit Cost ($)	Amount ($)	Quantity	Unit Cost ($)	Amount ($)	Quantity	Unit Cost ($)	Amount ($)
Association Coffee Mug	50	52.00	2600.00				30	53.00	1590.00
Association Folder				90	1.40	126.00	58	1.40	81.20
Association Jacket (2008 – 2009)				14	69.00	966.00	9	69.00	621.00
Association Jacket (2009 – 2010)	50	94.60	4730.00						
Association Mobile Chain				88	9.80	862.40	88	9.80	862.40
Association Paper (2008 – 2009)				17	10.00	170.00			
Association Paper (2009 – 2010)	100	9.80	980.00				64	9.80	627.20
Association Polo Shirt				51	38.00	1938.00	47	38.00	1786.00
Association T-Shirt	100	21.00	2100.00				44	22.00	968.00
CD-R				31	1.40	43.40	11	1.40	15.40
Departmental Mobile Chain				33	7.00	231.00	26	7.00	182.00
Departmental Windbreaker				6	105.00	630.00	3	105.00	315.00
Doll E-Men	21	0.00	0.00				20	0.00	0.00
DVD+R	110	1.40	154.00				107	1.40	149.80
DVD+R Double Layer	11	5.50	60.50				11	5.50	60.50
DVD-R				35	1.90	66.50			
Tissue				221	0.70	154.70	160	0.70	112.00
Total			10624.50			5188.00			7370.50

2. Sales

	Unit Price ($)	Quantity	Amount ($)
Association Coffee Mug			
a) Member	55.00	1	55.00
b) Non-Member	65.00		
Association Folder			
a) Buy 1	1.50	2	3.00
b) Buy 3	4.00	30	120.00
Association Jacket (2008 – 2009)			
a) Member	80.00	5	400.00
b) Non-Member	90.00		
Association Jacket (2009 – 2010)			
a) Member	100.00	31	3100.00
b) Non-Member	120.00		
Association Mobile Chain			
a) Member	12.00		
b) Non-Member	15.00		
Association Paper (2008 – 2009)			
a) Member	10.00	16	160.00
b) Non-Member	12.00	1	12.00
Association Paper (2009 – 2010)			
a) Member	12.00	17	204.00
b) Non-Member	15.00		
Association Polo Shirt			
a) Member	45.00		
b) Non-Member	50.00		
Association T-Shirt			
a) Member	40.00	28	1120.00
b) Non-Member	50.00		
CD-R	1.50	20	30.00
Departmental Mobile Chain			
a) Member	10.00	2	20.00
b) Non-Member	12.00	5	60.00
Departmental Windbreaker			
a) Member	100.00	3	300.00
b) Non-Member	120.00		
Doll E-Men	3.00	1	3.00
DVD+R	2.00	3	6.00
DVD+R Double Layer	6.00		
DVD-R	2.00	35	70.00
Tissue	1.00	61	61.00
Welfare Package A			
a) Member	195.00	10	1950.00
b) Non-Member	205.00		
Welfare Package A Extension			
a) Member	225.00	9	2025.00
b) Non-Member	235.00		
Welfare Package B			
a) Member	70.00	2	140.00
b) Non-Member	80.00		
Total			9839.00

3. Surplus and Deficit

		$	$
Sales			9839.00
Less:	Cost of Items Sold		
	Opening Stock	5188.00	
	Add: Purchases	10624.50	
	Less: Closing Stock	7370.50	
	sub-total		8442.00
Surplus in Welfare Item Sales			1397.00

E. Details of Prepaid Membership Fee

1. Prepaid Membership Fees b/f from Session 2008 - 2009

Expiry Year	No. of members	Prepaid Amount ($)	Sub-total ($)
2009	61	17.50	1067.50
2010	76	52.50	3990.00
2011	62	90.00	5580.00
Total			10637.50

2. Prepaid Membership Fee c/f

Expiry Year	No. of members	Prepaid Amount ($)	Sub-total ($)
2010	76	17.50	1330.00
2011	62	52.50	3255.00
2012	62	90.00	5580.00
Total			10165.00

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