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1. Terminology

Term	Meaning
Ex-Co	Executive Committee members of the Computer Science Association, Engineering Society, H.K.U.S.U.
the Association	Computer Science Association, Engineering Society, H.K.U.S.U.
the Curricula	<p>The curricula of</p> <ul style="list-style-type: none"> • Bioinformatics • Computer Science • Computer Science and Information Systems • Information Systems / Computer Science • Information Systems / Software Engineering • Software Engineering <p>of The University of Hong Kong</p>
the Department	Department of Computer Science, The University of Hong Kong
the Freshmen	First year intake of the Curricula and year 1 students of the Faculty of Engineering, The University of Hong Kong before they declare their major
the Members	All members of the Association
the University	The University of Hong Kong
CS	Computer Science

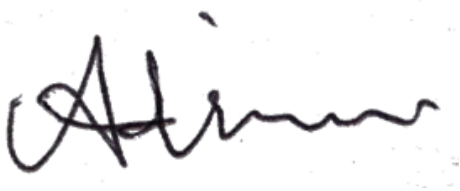
2. Preface

For 2011 to 2012, the Association was run by an acting session that consisted of six acting Ex-Co. Although it was an acting session, the six of us devoted ourselves to strive for the aims of the establishment of the Association, particularly providing welfare to the Members and strengthening the bonds among the Members.

It was a pleasure to hold a successful orientation camp this year and we wholeheartedly welcomed a greater number of the Freshmen compared with that of last year to join the big family of CS. In addition, we were glad to cooperate well with the Department in all aspects to create a better learning environment for students studying CS.

For the external side, we maintained a good relationship with other societies. We also actively built a better relationship with external parties and organizations through some functions and activities like Programming Contest 2011.

All in all, this session was successful. Nevertheless, we understand that without the support of the Members, the Department, and all those who contributed to and helped the Association, this session would not have been that successful. Therefore, I would like to take this opportunity to thank these people for what they had done for the good of the Association. I hope the later sessions can keep the good traditions while having other good ideas to serve the Members.



Tang Chun Hin, Adrian
Acting Chairperson,
Computer Science Association,
Engineering Society,
H.K.U.S.U.
Session 2011 – 2012

3. Constitution of Computer Science Association, Engineering Society, H.U.K.S.U.

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

SECTION 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.

SECTION 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.

SECTION 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.

SECTION 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.

SECTION 5 : ELECTION AND VOTING

5.1 NOMINATION

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

5.2 VOTING

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

5.3 ANNOUNCEMENT OF ELECTION RESULTS

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

5.4 RE-ELECTION

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

5.5 EXECUTIVE COMMITTEE MEETING

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

SECTION 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.

SECTION 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.

4. Agenda of Annual General Meeting of Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012

**Annual General Meeting of
Computer Science Association,
Engineering Society, H.K.U.S.U.,
Session 2011 – 2012**

Date: 15th March 2012 (Thursday)

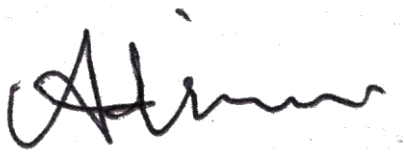
Time: 18:00

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 elect the office bearers of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2012 – 2013
5. To receive and adopt the minutes of the Annual General Meeting, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2010 – 2011
6. To receive and adopt the General Report of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012
7. To receive and adopt the Annual Functional Report of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012
8. To receive and adopt the Welfare and Service Report of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012
9. To receive and adopt the External Affair Report of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012
10. To receive and adopt the Annual Financial Report of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012
11. To receive and adopt the Annual Budget of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2012 – 2013
12. To elect the Honorary Members, if any
13. To amend the Constitution, if any
14. Any Other Business
15. Adjournment

Prepared by



Tang Chun Hin, Adrian
Acting Chairperson
Computer Science Association,
Engineering Society,
H.K.U.S.U.
Session 2011 – 2012

5. Minutes of Annual General Meeting of CSA, ENS, H.K.U.S.U., Session 2010 – 2011

Computer Science Association, Engineering Society, H.K.U.S.U., Session 2010 – 2011 Annual General Meeting Minutes

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

Date: 12th March 2011 (Saturday)

Time: 14:00

Meeting Chairperson: Ho Kok Sum (Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)

Acting Honorary Secretary: Law Chi Lok (Internal General Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)

Returning Officers:

- Yeung Ching Yi (External Vice-chairperson of HKU Industrial Engineering Association, Session 2011 – 2012)
- Zhang Zeyi (External Vice-chairperson of Medical Engineering Society, ENS, HKUSU, Session 2011 – 2012)
- Cheung Cheong Lung (Chairperson of Medical Engineering Society, ENS, HKUSU, Session 2011 – 2012)

Meeting Agenda (*Amended*)

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 2009 – 2010
5. To receive and adopt the minutes of the 1st Extraordinary General Meeting, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2010 – 2011
6. *To appoint the acting office bearers of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012 in the following sequence:*
 - I. *Acting Chairperson*
 - II. *Acting Internal Vice-chairperson*
 - III. *Acting External Vice-chairperson*
 - IV. *Acting Internal General Secretary*
 - V. *Acting External General Secretary*
 - VI. *Acting Financial Secretary*
 - VII. *Acting Publication and Publicity Secretary*
 - VIII. *Acting Social Secretary*
 - IX. *Acting Welfare Secretary*
 - X. *Acting Information Secretary*
 - XI. *Acting Marketing Secretary*
 - XII. *Acting Sports Secretary*
7. To receive and adopt the General Report of the Executive Committee, Computer Science

- Association, Engineering Society, H.K.U.S.U., Session 2010 – 2011
8. To receive and adopt the Annual Functional Report of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2010 – 2011
 9. *To receive and adopt the Welfare and Service Report of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2010 – 2011*
 10. *To receive and adopt the External Affair Report of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2010 – 2011*
 11. To receive and adopt the Annual Financial Report of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2010 – 2011
 12. To receive and adopt the Annual Budget of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012
 13. To elect the Honorary Members, if any
 14. To amend the Constitution, if any
 15. Any Other Business
 16. Adjournment

Discussion

At 14:00, 12th March 2011, Meeting Chairperson (Ho Kok Sum (CS2, Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that due to lack of attendees to satisfy the requirement of quorum stated in Section 4.1.3 of the Constitution of Computer Science Association, Engineering Society, H.K.U.S.U., the Meeting would be suspended for 30 minutes.

At 14:30, 12th March 2011, Meeting Chairperson (Ho Kok Sum (CS2, Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that the Meeting was resumed, with 27 attendees as quorum.

1. Call to Order

Meeting Chairperson (Ho Kok Sum (CS2, Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) asked if there were any doubts on the Meeting regulations. If not, the Meeting would be moved to agenda 2, “To appoint the acting Honorary Secretary”.

2. To appoint the acting Honorary Secretary

At 14:35, 12th March 2011, Meeting Chairperson (Ho Kok Sum (CS2, Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 01.

Motion that: “To appoint Law Chi Lok (UID: 2009559420) to be the acting Honorary Secretary of Annual General Meeting of CSA, ENS, H.K.U.S.U., Session 2010 – 2011”

Proposer: Tang Chun Hin

Seconder: Yuen Chi Leung

Resolution: No Discussion, No Objection, Motion **Carried**.

At 14:38, 12th March 2011, Meeting Chairperson (Ho Kok Sum (CS2, Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 02.

Motion that: To move to agenda 3: “To receive and adopt the agenda”

Proposer: Yuen Chi Leung

Seconder: Leung Chi Wah (CS2, Information Secretary and Acting Financial Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)

Resolution: No Discussion, No Objection, Motion **Carried**.

3. To receive and adopt the agenda

At 14:40, 12th March 2011, Meeting Chairperson (Ho Kok Sum (CS2, Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 03.

Motion that: “To add the following agenda to the Agenda of Annual General Meeting of Computer Science Association, Engineering Society, H.K.U.S.U., Session 2010 – 2011 after agenda 8:

“To receive and adopt the Welfare and Service Report of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2010 – 2011”

“To receive and adopt the External Affair Report of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2010 – 2011” and reorder the numbering of the agenda”

Proposer: Yuen Chi Leung

Seconder: Law Chi Lok

Resolution: No Discussion, No Objection, Motion **Carried**.

At 14:41, 12th March 2011, Meeting Chairperson (Ho Kok Sum (CS2, Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 04.

Motion that: “To add the following agenda to the Agenda of Annual General Meeting of Computer Science Association, Engineering Society, H.K.U.S.U., Session 2010 – 2011 after agenda 6:

“To receive and adopt the General Report of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2010 – 2011” and reorder the numbering of the agenda”

Proposer: Yuen Chi Leung

Seconder: Law Chi Lok

Resolution: No Discussion, No Objection, Motion **Carried**.

At 14:43, 12th March 2011, Meeting Chairperson (Ho Kok Sum (CS2, Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 05.

Motion that: “To replace agendum 6 “5. To elect the office bearers of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012” with

6. To appoint the acting office bearers of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012 in the following sequence:
 - I. Acting Chairperson
 - II. Acting Internal Vice-chairperson
 - III. Acting External Vice-chairperson
 - IV. Acting Internal General Secretary
 - V. Acting External General Secretary
 - VI. Acting Financial Secretary
 - VII. Acting Publication and Publicity Secretary
 - VIII. Acting Social Secretary
 - IX. Acting Welfare Secretary
 - X. Acting Information Secretary
 - XI. Acting Marketing Secretary
 - XII. Acting Sports Secretary”

Proposer: Yuen Chi Leung

Secunder: Law Chi Lok

Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) explained the reason of submitting the motion. It was because no nomination was received by the end of the nomination period. Thus, the office bearers of the Association would be appointed for the coming session.

Resolution: No Discussion, No Objection, Motion **Carried**.

At 14:54, 12th March 2011, Meeting Chairperson (Ho Kok Sum (CS2, Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 06.

Motion that: “To receive and adopt the agenda”

Proposer: Yuen Chi Leung

Secunder: Tang Chun Hin

Resolution: No Discussion, No Objection, Motion **Carried**.

At 14:55, 12th March 2011, Meeting Chairperson (Ho Kok Sum (CS2, Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 07.

Motion that: “To move to the agendum 4. “To receive and adopt the minutes of the Annual General Meeting, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2009 – 2010 ”

Proposer: Leung Chi Wah (CS2, Information Secretary and Acting Financial Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)
Seconder: Wong Mei Wa

4. To receive and adopt the minutes of the Annual General Meeting, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2009 – 2010

At 15:00, 12th March 2011, Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 08.

Motion that: “To suspend the meeting for 15mins”

Proposer: Mo Wing Fat

Seconder: Wong Wing Ying

Discussion for motion was raised by Tse Shing Chi (CS2, Full Member of CSA, ENS, H.K.U.S.U.)

Tse Shing Chi (CS2, Full Member of CSA, ENS, H.K.U.S.U.) asked why they needed to suspend the Meeting.

Mo Wing Fat (CS3, Full Member of CSA, ENS, H.K.U.S.U.) answered that he wanted to suspend the Meeting to allow the office bearers of the Association to discuss how to handle the current situation.

Tse Shing Chi (CS2, Full Member of CSA, ENS, H.K.U.S.U.) asked if a quorum would be required to continue the Meeting.

Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) answered that it would be required.

Mo Wing Fat (CS3, Full Member of CSA, ENS, H.K.U.S.U.) answered that according to his knowledge of the Standing Order of Union Council, if someone raised the problem on not enough quorum when they resumed the Meeting, then they would need to count the number of quorum and if the number of the quorum was not enough, they were required to suspend the Meeting.

Resolution: No Objection, Motion **Carried**.

At 15:02, 12th March 2011, Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that the Meeting would be suspended until 15:17, 12th March 2011.

At 15:17, 12th March 2011, Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that the Meeting was resumed and due to lack of attendees to satisfy the requirement of quorum stated in Section

4.1.3 of the Constitution of Computer Science Association, Engineering Society, H.K.U.S.U., the Meeting would be suspended for 30 minutes.

At 15:47, 12th March 2011 Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that the Meeting was resumed, with 17 attendees as quorum and due to lack of attendees to satisfy the requirement of quorum stated in Section 4.1.3 of the Constitution of Computer Science Association, Engineering Society, H.K.U.S.U., the Meeting would be adjourned and be resumed on 19th March 2011 (Saturday), venue was Room 308, Chow Yei Ching Building, The University of Hong Kong.

At 14:02, 19th March 2011, Meeting Chairperson (Ho Kok Sum (CS2, Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that the authority of Meeting Chairperson would be transferred to Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011).

At 14:02, 19th March 2011, Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) accepted the authority of Meeting Chairperson.

Meeting Chairperson (Ho Kok Sum (CS2, Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

At 14:10, 19th March 2011, Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that the authority of Meeting Chairperson would be transferred to Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011).

At 14:10, 19th March 2011, Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) accepted the authority of Meeting Chairperson.

Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

At 14:10, 19th March 2011, Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 09.

Motion that: “To receive and adopt the minutes of the Annual General Meeting, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2009 – 2010 ”

Proposer: Cheng Hok Leung

Seconder: Chu Sai Yiu

Cheng Hok Leung (CS3, Full Member of CSA, ENS, H.K.U.S.U.) thanked all the people for helping him to proofread the minutes, and was sorry for the late submission of the minutes.

Resolution: No Discussion, No Objection, Motion **Carried**.

At 14:13, 19th March 2011, Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 10.

Motion that: “To move to the agendum 5: To receive and adopt the minutes of the 1st Extraordinary General Meeting, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2010 – 2011 ”

Proposer: Yuen Chi Leung
Secunder: Ho Kok Sum

Resolution: No Discussion, No Objection, Motion **Carried**.

5. To receive and adopt the minutes of the 1st Extraordinary General Meeting, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2010 – 2011

At 14:27, 19th March 2011, Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 11.

Motion that: "To amend P.71 of Annual Report of Computer Science Association Engineering Society, H.K.U.S.U. Session 2010 – 2011: "8. Call to order" to "1: call to order", "9. To appoint the acting Honorary Secretary of the 1st Extraordinary General Meeting of Computer Science Association, Engineering Society, H.K.U.S.U., Session 2010 – 2011" to "2. To appoint the acting Honorary Secretary of the 1st Extraordinary General Meeting of Computer Science Association, Engineering Society, H.K.U.S.U., Session 2010 – 2011""

Proposer: Yuen Chi Leung
Secunder: Law Chi Lok

Resolution: No Discussion, No Objection, Motion **Carried**.

At 14:29, 19th March 2011, Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 12.

Motion that: "To receive and adopt the minutes of the 1st Extraordinary General Meeting, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2010 – 2011"

Proposer: Leung Kon Ming
Secunder: Mo Wing Fat

Resolution: No Discussion, No Objection, Motion **Carried**.

At 14:31, 19th March 2011, Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 13.

Motion that: "To move to the agendum 6(i): "To appoint the Acting Chairperson of the Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012""

Proposer: Ho Kok Sum
Secunder: Yuen Chi Leung

Resolution: No Discussion, No Objection, Motion **Carried**.

6. To appoint the acting office bearers of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012

At 14:31, 19th March 2011, Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that the authority of Meeting Chairperson would be transferred to Ho Kok Sum (CS2, Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011).

At 14:31, 19th March 2011, Ho Kok Sum (CS2, Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) accepted the authority of Meeting Chairperson.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

At 15:20, 19th March 2011, Meeting Chairperson (Ho Kok Sum (CS2, Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 14.

Motion that: “To appoint Tang Chun Hin (UID: 2009244142) as Acting Chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012”

Proposer: Yuen Chi Leung

Secunder: Law Chi Lok

Resolution: No Discussion, No Objection, Motion **Carried**.

At 15:21, 19th March 2011, Meeting Chairperson (Ho Kok Sum (CS2, Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 15.

Motion that: “To move to the agendum 6(ii): “To appoint the Acting Internal Vice-chairperson of Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012”

Proposer: Yuen Chi Leung

Secunder: Law Chi Lok

Resolution: No Discussion, No Objection, Motion **Carried**.

At 15:21, 19th March 2011, Meeting Chairperson (Ho Kok Sum (CS2, Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 16.

Motion that: “To appoint Yuen Chi Leung (UID: 2009035333) as Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012”

Proposer: Tang Chun Hin

Seconder: Law Chi Lok

Resolution: No Discussion, No Objection, Motion **Carried**.

At 15:22, 19th March 2011, Meeting Chairperson (Ho Kok Sum (CS2, Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 17.

Motion that: “To move to the agendum 6(iii): “To appoint the Acting External Vice-chairperson of the Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012””

Proposer: Yuen Chi Leung

Seconder: Law Chi Lok

Resolution: No Discussion, No Objection, Motion **Carried**.

At 15:22, 19th March 2011, Meeting Chairperson (Ho Kok Sum (CS2, Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 18.

Motion that: “To appoint Tang Chun Hin (UID: 2009244142) as Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012”

Proposer: Yuen Chi Leung

Seconder: Lau Kam Lun

Discussion for motion was raised by Mo Wing Fat (CS3, Full Member of CSA, ENS, H.K.U.S.U.)

Mo Wing Fat (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked Tang Chun Hin how to handle the workload and make a decision when his idea was different from Yuen Chi Leung.

Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) answered that he was not worried about the workload. As he believed that time management was very important and after 1 year experience on the Association, they were able to handle most of the functions and office bearers of the Association would remind each other if necessary. For decision making, they made decision by sharing everyone’s opinions and chose the best one. However, the decision did not depend on any single person.

Resolution: No Objection, Motion **Carried**.

At 15:26, 19th March 2011, Meeting Chairperson (Ho Kok Sum (CS2, Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 19.

Motion that: “To move to the agendum 6(iv): “To appoint the Acting Internal General Secretary of the Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012””

Proposer: Yuen Chi Leung

Secunder: Tang Chun Hin

Resolution: No Discussion, No Objection, Motion **Carried**.

At 15:26, 19th March 2011, Meeting Chairperson (Ho Kok Sum (CS2, Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 20.

Motion that: “To appoint Law Chi Lok (UID: 2009559420) as Acting Internal General Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012”

Proposer: Yuen Chi Leung

Secunder: Tang Chun Hin

Resolution: No Discussion, No Objection, Motion **Carried**.

At 15:26, 19th March 2011, Meeting Chairperson (Ho Kok Sum (CS2, Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 21.

Motion that: “To move to the agendum 6(v): “To appoint the Acting External General Secretary of the Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012””

Proposer: Yuen Chi Leung

Secunder: Tang Chun Hin

Resolution: No Discussion, No Objection, Motion **Carried**.

At 15:27, 19th March 2011, Meeting Chairperson (Ho Kok Sum (CS2, Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 22.

Motion that: “To appoint Law Chi Lok (UID: 2009559420) as Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012”

Proposer: Yuen Chi Leung

Secunder: Tang Chun Hin

Resolution: No Discussion, No Objection, Motion **Carried**.

At 15:28, 19th March 2011, Meeting Chairperson (Ho Kok Sum (CS2, Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 23.

Motion that: “To move to the agendum 6(vi): “To appoint Acting Financial Secretary of the Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012””

Proposer: Yuen Chi Leung

Secunder: Law Chi Lok

Resolution: No Discussion, No Objection, Motion **Carried**.

At 15:28, 19th March 2011, Meeting Chairperson (Ho Kok Sum (CS2, Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 24.

Motion that: “To appoint Leung Chi Wah (UID: 2009074274) as Acting Financial Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012”

Proposer: Yuen Chi Leung

Secunder: Tang Chun Hin

Resolution: No Discussion, No Objection, Motion **Carried**.

At 15:28, 19th March 2011, Meeting Chairperson (Ho Kok Sum (CS2, Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 25.

Motion that: “To move to the agendum 6(vii): “To appoint Acting Publication and Publicity Secretary of the Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012””

Proposer: Yuen Chi Leung

Secunder: Tang Chun Hin

Resolution: No Discussion, No Objection, Motion **Carried**.

At 15:28, 19th March 2011, Meeting Chairperson (Ho Kok Sum (CS2, Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 26.

Motion that: “To move to the agendum 6(viii): “To appoint Acting Social Secretary of the Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012””

Proposer: Yuen Chi Leung

Secunder: Law Chi Lok

Resolution: No Discussion, No Objection, Motion **Carried**.

At 15:29, 19th March 2011, Meeting Chairperson (Ho Kok Sum (CS2, Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 27.

Motion that: “To appoint Wong Mei Wa (UID: 2009118862) as Acting Social Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012”

Proposer: Yuen Chi Leung

Seconder: Law Chi Lok

Resolution: No Discussion, No Objection, Motion **Carried**.

At 15:29, 19th March 2011, Meeting Chairperson (Ho Kok Sum (CS2, Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 28.

Motion that: “To move to the agenda 6(ix): “To appoint Acting Welfare Secretary of the Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012””

Proposer: Yuen Chi Leung

Seconder: Tang Chun Hin

Resolution: No Discussion, No Objection, Motion **Carried**.

At 15:30, 19th March 2011, Meeting Chairperson (Ho Kok Sum (CS2, Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 29.

Motion that: “To appoint Lau Kam Lun (UID: 2009572812) as Acting welfare Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012”

Proposer: Yuen Chi Leung

Seconder: Law Chi Lok

Resolution: No Discussion, No Objection, Motion **Carried**.

At 15:30, 19th March 2011, Meeting Chairperson (Ho Kok Sum (CS2, Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 30.

Motion that: “To move to the agenda 6(x): “To appoint Acting Information Secretary of the Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012””

Proposer: Yuen Chi Leung

Seconder: Tang Chun Hin

Resolution: No Discussion, No Objection, Motion **Carried**.

At 15:31, 19th March 2011, Meeting Chairperson (Ho Kok Sum (CS2, Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 31.

Motion that: “To appoint Leung Chi Wah (UID: 2009074274) as Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012”

Proposer: Yuen Chi Leung

Secunder: Lau Kam Lun

Resolution: No Discussion, No Objection, Motion **Carried**.

At 15:32, 19th March 2011, Meeting Chairperson (Ho Kok Sum (CS2, Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 32.

Motion that: “To move to the agendum 6(xi): ““To appoint Acting marketing Secretary of the Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012””

Proposer: Yuen Chi Leung

Secunder: Leung Chi Wah

Resolution: No Discussion, No Objection, Motion **Carried**.

At 15:32, 19th March 2011, Meeting Chairperson (Ho Kok Sum (CS2, Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 33.

Motion that: “To appoint Lau Kam Lun (UID: 2009572812) as Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012”

Proposer: Yuen Chi Leung

Secunder: Tang Chun Hin

Resolution: No Discussion, No Objection, Motion **Carried**.

At 15:32, 19th March 2011, Meeting Chairperson (Ho Kok Sum (CS2, Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 34.

Motion that: “To move to the agendum 6(xii): ““To appoint Acting Sports Secretary of the Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012””

Proposer: Yuen Chi Leung

Secunder: Tang Chun Hin

Resolution: No Discussion, No Objection, Motion **Carried**.

At 15:32, 19th March 2011, Meeting Chairperson (Ho Kok Sum (CS2, Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 35.

Motion that: “To move to the agenda 7: To receive and adopt the General Report of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2010 – 2011”

Proposer: Yuen Chi Leung

Seconder: Tang Chun Hin

Resolution: No Discussion, No Objection, Motion **Carried**.

7. To receive and adopt the General Report of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2010 – 2011

At 17:01, 19th March 2011, Meeting Chairperson (Ho Kok Sum (CS2, Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that the authority of Meeting Chairperson would be transferred to Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011).

At 17:01, 19th March 2011 Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) accepted the authority of Meeting Chairperson.

Meeting Chairperson (Ho Kok Sum (CS2, Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

At 17:02, 19th March 2011, Meeting Chairperson (Ho Kok Sum (CS2, Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 36.

Motion that: “To receive and adopt the General Report of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2010 – 2011”

Proposer: Law Chi Lok

Seconder: Yuen Chi Leung

Discussion for motion was raised by Chu Sai Yiu (CS3, Full Member of CSA, ENS, H.K.U.S.U.)

Chu Sai Yiu (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked what the person-in-charge policy of the cabinet was, and whether that policy on person-in-charge would be kept in the coming session or be changed.

Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) answered that person-in-charge should know the whole structure of the function and the person-in-charge would follow the decision made by all Ex-Co.

Chu Sai Yiu (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that he felt that the person-in-charge held the whole function and the other Ex-Co role like a participant or helper, and he suggested that every Ex-Co should know the details of the function. Also, the regular meeting and the bonding between Ex-Co were important.

Mo Wing Fat (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that Internal Vice-chairperson and External Vice-chairperson should actively ask the progress and arrangement of the manpower instead of the person-in-charge doing all the work.

Lee Chun Kit (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that it seemed nobody worked on the newsgroup, and newsgroup was also a good chance to allow the Members to receive information from the Association.

Cheng Hok Leung (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked the Ex-Co to comment CS' Area.

Lau Kam Lun (CS2, Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) answered that he was responsible for the CS' Area and was sorry for the welter of the CS' Area.

Cheng Hok Leung (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that he accepted the welter of the CS' Area and reminded that Ex-Co should check the materials in the CS' Area carefully if they belonged to the Association.

Resolution: No Objection, Motion **Carried**.

At 17:10, 19th March 2011, Meeting Chairperson (Ho Kok Sum (CS2, Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 37.

Motion that: "To move to the agendum 8: To receive and adopt the Annual Functional Report of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2010 – 2011 "

Proposer: Lau Kam Lun

Seconder: Law Chi Lok

Resolution: No Discussion, No Objection, Motion **Carried**.

8. To receive and adopt the Annual Functional Report of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2010 – 2011

Law Chi Lok (CS2, Internal General Secretary and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if he could be granted to report the Inauguration Ceremony.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Law Chi Lok (CS2, Internal General Secretary and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) reported the Inauguration Ceremony.

Ho Kok Sum (CS2, Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) reported the Semester Commencement Dinner, CS Festival 2010 – Annual Dinner and Joint University Computer Science Society.

Chu Sai Yiu (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if attendees of the Meeting could be granted to give overall comments on Ho Kok Sum.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Chu Sai Yiu (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that he was surprised to Ho Kok Sum saying that he accepted his performance on his session. He commented that Ho Kok Sum should care other Ex-Co, take all factors into account and keep a good relationship to external bodies. He thanked Ho Kok Sum leading the cabinet for 1 year.

Mo Wing Fat (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that in the past 1 year, the performance of Ho Kok Sum was poor. He commented that holding a function should not only concern the result, but also care about the communication among the Ex-Co. He thought Ho Kok Sum did not have insights into human relationships and communication.

Ho Kok Sum (CS2, Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) thanked other Ex-Co and past Ex-Co for their help.

Mo Wing Fat (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that they was deciding whether they should vote for non-confidence to Ho Kok Sum on 19th March 2011 (Saturday). And the other Ex-Co unanimously objected. He commented that Ho Kok Sum should be grateful to the support of other Ex-Co.

Leung Chi Wah (CS2, Information Secretary and Acting Financial Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) (CS2, Information Secretary and Acting Financial Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if he could be granted to report the Mixer (Semester 2, 2009 – 2010).

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Leung Chi Wah (CS2, Information Secretary and Acting Financial Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) (CS2, Information Secretary and Acting Financial Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) reported the Mixer (Semester 2, 2009 – 2010).

Yiu Ka Wing (CS2, Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if he could be granted to report the Badminton Competition.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Yiu Ka Wing (CS2, Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) reported the Badminton Competition.

Mo Wing Fat (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if attendees of the Meeting could be granted to give overall comments on the Badminton Competition.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved. Mo Wing Fat (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that the performance of the Badminton Competition was satisfactory. Badminton was famous among the Members. And they were interested in that. He commented that the decision on handling final and semi-final matches was not satisfactory.

Wan Ho Lun (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that it was great that Leung Kon Ming was disqualified because he was late in the competition.

At 18:15, 19th March 2011, Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that the authority of Meeting Chairperson would be transferred to Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011).

At 18:15, 19th March 2011, Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) accepted the authority of Acting Meeting Chairperson.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) asked the Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if he could be granted to report the Joint University Computer Science Society Function 2010.

Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) reported the Joint University Computer Science Society Function 2010.

Cheung Man Pan (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked the Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if attendees of the Meeting could be granted to give overall comments on the Joint University Computer Science Society Function 2010.

Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Wan Ho Lun (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that the scale of the Joint University Computer Science Society was large. With a large scale, it could find a large number of sponsors. He commented that Ex-Co should join it actively.

Li Vai Kong Edward (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that the sponsorship of the other associations/societies in the University was always more than that of the Association. Ex-Co should pay more effort on finding sponsors. He commented that the sponsorship would attract more the Members to join the function.

Cheung Man Pan (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that Ex-Co should organise a function systematically.

Wong Mei Wa (CS2, Social Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) asked the Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if she could be granted to report the Superpass Day (Semester 2, 2009 – 2010).

Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Wong Mei Wa (CS2, Social Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) reported the Superpass Day (Semester 2, 2009 – 2010).

Wong Wing Ying (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked the Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if attendees of the Meeting could be granted to give overall comments on the Superpass Day (Semester 2, 2009 – 2010).

Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Cheung Man Pan (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that number of participants and the performance of the function were satisfactory. However, the dinner was not satisfactory. She commented that the HK\$10.3 red pocket was quite interesting.

At 18:52, 19th March 2011, Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that the authority of Meeting Chairperson would be transferred to Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011).

At 18:52, 19th March 2011, Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) accepted the authority of Acting Meeting Chairperson.

Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if he could be granted to report the Orientation Programme 2010.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) reported the Orientation Programme 2010.

At 18:54, 19th March 2011, Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that the authority of Meeting Chairperson would be transferred to Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011).

At 18:54, 19th March 2011, Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) accepted the authority of Acting Meeting Chairperson.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) asked the Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if he could be granted to report the Orientation Programme 2010 – Information Day.

Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) reported the Orientation Programme 2010 – Information Day.

Li Vai Kong Edward (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked the Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if attendees of the Meeting could be granted to give overall comments on the Orientation Programme 2010 – Information Day.

Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Li Vai Kong Edward (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that the most important thing on Orientation Programme 2010 – Information Day was to contact with the Freshmen.

Cheung Man Pan (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that Ex-Co could invite the Freshmen to join the Orientation Programme 2010 – Orientation Camp and Orientation Programme 2010 – Orientation Day more actively. They did not need to worry about that the Freshmen would be afraid.

Law Chi Lok (CS2, Internal General Secretary and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) asked the Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if he could be granted to report the Orientation Programme 2010 – Orientation Day.

Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Law Chi Lok (CS2, Internal General Secretary and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) reported the Orientation Programme 2010 – Orientation Day.

At 19:20, 19th March 2011, Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that the authority of Meeting Chairperson would be transferred to Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011).

At 19:20, 19th March 2011, Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) accepted the authority of Acting Meeting Chairperson.]

Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Cheung Man Pan (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if attendees of the Meeting could be granted to give overall comments on the Orientation Programme 2010 – Orientation Day.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Cheung Man Pan (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that Orientation Programme 2010 – Orientation Day was an important function and was the first function for the Freshmen. She commented that Ex-Co should control the atmosphere of games during the Orientation Programme 2010 – Orientation Day.

Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if he could be granted to report the Orientation Programme 2010 – Orientation Camp.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) reported the Orientation Programme 2010 – Orientation Camp.

At 20:48, 19th March 2011, Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 38.

Motion that: “To suspend the meeting for 30mins to have dinner“

Proposer: Cheng Hok Leung

Secunder: Cheung Man Pan

Resolution: No Discussion, No Objection, Motion **Carried**.

At 20:50, 19th March 2011, Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that the Meeting would be suspended until 21:20, 19th March 2011.

At 21:20, 19th March 2011, Meeting Chairperson (Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that the Meeting was resumed.

At 21:44, 19th March 2011, Meeting Chairperson (Ho Kok Sum (CS2, Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 39.

Motion that: “To thank the returning officer Yeung Ching Yi (External Vice-chairperson of HKU Industrial Engineering Association)”

Proposer: Leung Chi Wah

Secunder: Wong Mei Wa

Resolution: No Discussion, No Objection, Motion **Carried**.

Wong Wing Ying (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if attendees of the Meeting could be granted to give overall comments on the Orientation Programme 2010 – Orientation Camp.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Cheng Hok Leung (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that as a central helper of the Orientation Programme 2010 – Orientation Camp, the overall performance was satisfactory, but more planning and preparation could be done. He commented that a more detailed briefing should be conducted for helpers.

Lee Kin Chung (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that Orientation Programme 2010 – Orientation Camp T-Shirt fitted for the theme and had a cartoon logo, but lacked the identity of CS. He recommended that Ex-Co should try to build up a CS spirit through Orientation Programme 2010 – Orientation Camp T-Shirt.

Wong Wing Ying (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that Ex-Co should grant experience from that year and did better in the coming session.

Wong Yee Tak (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that the performance of the Orientation Programme 2010 – Orientation Camp and campfire was better than expected.

Cheung Man Pan (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that the first impression of the Freshmen to CS depended on the Ex-Co. They should pay attention to the relationship between the Ex-Co, which also affected the Association.

Leung Chi Wah (CS2, Information Secretary and Acting Financial Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) (CS2, Information Secretary and Acting Financial Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if he could be granted to report the Mixer (Semester 1, 2010 – 2011).

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Leung Chi Wah (CS2, Information Secretary and Acting Financial Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) (CS2, Information Secretary and Acting Financial Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) reported the Mixer (Semester 1, 2010 – 2011).

Cheng Hok Leung (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if attendees of the Meeting could be granted to give overall comments on the Mixer (Semester 1, 2010 – 2011).

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Wan Ho Lun (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that the Mixer was great as it provided a free lunch for the Members. He reminded that the Ex-Co could also build up the relationship with the Department through that function.

Cheng Hok Leung (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that it was great that the use of bottle drinks could prevent participants from taking away the packed drinks.

Lau Kam Lun (CS2, Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if he could be granted to report the CS Bazaar.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Lau Kam Lun (CS2, Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) reported the CS Bazaar.

Wong Wing Ying (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if attendees of the Meeting could be granted to give overall comments on the CS Bazaar.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Wong Wing Ying (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that the Members felt great to the CS Bazaar and a lot of the Members participated in the CS Bazaar. She commented that it was great as most of the items were successfully returned.

Cheng Hok Leung (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that the overall performance of the CS Bazaar was great. He reminded that Ex-Co should open the counter on time.

Leung Chi Wah (CS2, Information Secretary and Acting Financial Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if he could be granted to report Orientation Programme 2010 – Closing Ceremony.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Leung Chi Wah (CS2, Information Secretary and Acting Financial Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) reported the Orientation Programme 2010 – Closing Ceremony.

Wong Wing Ying (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if attendees of the Meeting could be granted to give overall comments on the Orientation Programme 2010 – Closing Ceremony.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Ng Che Kit (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that the information of the Orientation Programme 2010 – Closing Ceremony should be forwarded to the cabinet after next session.

Yiu Ka Wing (CS2, Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if he could be granted to report the CS Festival 2010 – 3 on 3 Basketball Competition.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Yiu Ka Wing (CS2, Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) reported the CS Festival 2010 – 3 on 3 Basketball Competition.

Wong Wing Ying (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if attendees of the Meeting could be granted to give overall comments on the CS Festival 2010 – 3 on 3 Basketball Competition.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved. Wong Wing Ying (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that person-in-charge could join the CS Festival 2010 – 3 on 3 Basketball Competition. However, they should avoid being the judge as the Members might feel unfair.

Li Vai Kong Edward (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that he was disappointed that there would not be CS Festival in the coming session. He commented that it was not difficult to hold a sports function. He hoped that there would be a sports function in the coming session.

Chu Sai Yiu (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that Ex-Co should arrive the pitch on time and take care of the participants who came early. He suggested that the pitch should be booked for a longer period of time and the rules for CS Festival 2010 – 3 on 3 Basketball should be told earlier.

Law Chi Lok (CS2, Internal General Secretary and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U.,

Session 2010 – 2011)) if he could be granted to report the CS Festival 2010 – Monopoly Deal Competition.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Law Chi Lok (CS2, Internal General Secretary and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) reported the CS Festival 2010 – Monopoly Deal Competition.

Chu Sai Yiu (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if attendees of the Meeting could be granted to give overall comments on the CS Festival 2010 – Monopoly Deal Competition.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Chu Sai Yiu (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that the workload on holding a card game competition was not large. It was recommended that they also held a card game competition in the coming session. He reminded that Ex-Co should do more promotion.

Mo Wing Fat (CS3, Full Member of CSA, ENS, H.K.U.S.U.) believed that the low number of participants was due to the insufficient of promotion. He commented that CS Festival 2010 – Monopoly Deal Competition was a good function and a good try.

Li Vai Kong Edward (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that the poster was clear and easily read.

Ng Che Kit (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that the evaluation part was well written.

Leung Chi Wah (CS2, Information Secretary and Acting Financial Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if he could be granted to report the Career Talk on Computer Science.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Leung Chi Wah (CS2, Information Secretary and Acting Financial Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) reported the Career Talk on Computer Science.

Mo Wing Fat (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if attendees of the Meeting could be granted to give overall comments on the Career Talk on Computer Science.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Mo Wing Fat (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that the performance of the Career Talk on Computer Science was satisfactory, and Microsoft Hong Kong was quite attractive. He reminded that the content should be related to career.

Li Vai Kong Edward (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that the logo in the poster was not clear. If sponsorship could be found from Microsoft Hong Kong, it would be helpful for promotion.

At 23.39, 19th March 2011, Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that the authority of Meeting Chairperson would be transferred to Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011).

At 23.39, 19th March 2011, Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) accepted the authority of Acting Meeting Chairperson.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) asked the Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if he could be granted to report the CS Festival 2010 – Singing Contest.

Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) reported the CS Festival 2010 – Singing Contest.

Wong Mei Wa (CS2, Social Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) asked the Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if she could be granted to report the Superpass Day (Semester 1, 2010 – 2011).

Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Wong Mei Wa (CS2, Social Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) reported the Superpass Day (Semester 1, 2010 – 2011).

Chu Sai Yiu (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked the Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if attendees of the Meeting could be granted to give overall comments on the Superpass Day (Semester 1, 2010 – 2011).

Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Ng Che Kit (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that hot pot was a good try. If it can fulfill the theme of the Superpass Day, he recommended having hot pot in the coming session.

Yim Lok Hin (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that the number of participants was a bit low. It was recommended to introduce more about the traditions of Superpass Day.

Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) asked the Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if he could be granted to report the CIMMEC Singing Contest 2010 – 2011.

Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) reported the CIMMEC Singing Contest 2010 – 2011.

At 00:46, 20th March 2011, Meeting Chairperson (Ho Kok Sum (CS2, Chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 40.

Motion that: “To thank the returning officer Zhang Zeyi (UID: 2010802535) External Vice-chairperson of Medical Engineering Society, ENS, HKUSU”

Proposer: Wong Mei Wa

Seconder: Leung Chi Wah

Resolution: No Discussion, No Objection, Motion **Carried**.

Chu Sai Yiu (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked the Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if attendees of the Meeting could be granted to give overall comments on the CIMMEC Singing Contest 2010 – 2011.

Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Chu Sai Yiu (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that it was a good try to organise a joint societies function, as it could enhance the relationship between societies. The function still had room to improve and they should pay attention to the details on the functions in order to avoid mistakes.

Ng Che Kit (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that website could describe more about CIMMEC Singing Contest 2010 – 2011.

Mo Wing Fat (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that the image of other societies to the Association was important in a joint societies function. He believed that it was a great function as joint societies function could enlarge the scale of the function and enhance relationship between societies.

Cheung Man Pan (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that joint societies function was a good chance to find sponsors. She recommended forming a group for finding sponsors, which could be used in other functions as well.

Lau Kam Lun (CS2, Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) asked the Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if he could be granted to report the Welfare Week.

Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Lau Kam Lun (CS2, Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) reported the Welfare Week.

At 01:30, 20th March 2011, Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that the authority of Meeting Chairperson would be transferred to Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011).

At 01:30, 20th March 2011, Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) accepted the authority of Acting Meeting Chairperson.

Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Wong Wing Ying (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if attendees of the Meeting could be granted to give overall comments on the Welfare Week.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Wong Wing Ying (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that she felt that Ex-Co was not active enough to sell products. Some of the Members could not buy products as the Welfare Week was held late.

Lee Kin Chung (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that two Welfare Week could be held to allow the Members to buy products throughout the whole year.

At 01:43, 20th March 2011, Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 41.

Motion that: “To receive and adopt the Annual Functional Report of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2010 – 2011 “

Proposer: Yuen Chi Leung

Seconder: Law Chi Lok

Discussion for motion was raised by Ng Che Kit (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.)

Ng Che Kit (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if questions could be asked for that issue since he was not familiar with the people to be appointed.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Ng Che Kit (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented the overall performance on functions in that session was satisfactory. He believed that functions in the coming session would be better due to the experience. He commented that the details and evaluation parts in the Annual Report were not consistent among functions.

Mo Wing Fat (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that propose of the evaluation parts of the Annual Report was to allow Ex-Co to gain experience from the past and avoid mistakes. He commented that Ex-Co should give suggestions in a concrete number in evaluations.

Yim Lok Hin (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that the aim of the coming session was to find the office bearers of the next session. He believed that Ex-Co could make use of the past 1 year's experience to do better in the coming session and suggested to hold Annual Dinner in the coming session.

Lee Kin Chung (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that the aim of the Meeting was to give suggestions to the office bearers of the coming session. He suggested that Ex-Co could write more information on the Annual Report so the readers could feel like joining the Meeting when they read the report.

Chu Sai Yiu (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that coming session should focus on finding the office bearers of the next session and did their best on the coming functions.

Mo Wing Fat (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that the Annual Dinner could be held outside the campus of the University and in a bigger scale.

Yim Lok Hin (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that Orientation Camp, Information Day and Annual Dinner were the functions that must be held every year.

Lee Kin Chung (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that the number of participants could not meet the goal. It was not only because of promotion, but also the image of the office bearers. He commented that, during duty time at the counter, he felt that there were a lot of people doing their own work instead of selling products in Welfare Week. The image of the Association would become worst to the Members. He commented that Ex-Co should build up a good image for the Association.

Resolution: No Objection, Motion **Carried**.

At 02:03, 20th March 2011, Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 42.

Motion that: “To move to the agenda 9: To receive and adopt the Welfare and Service Report of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2010 – 2011”

Proposer: Yuen Chi Leung

Seconder: Lau Kam Lun

Resolution: No Discussion, No Objection, Motion **Carried**.

9. To receive and adopt the Welfare and Service Report of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2010 – 2011

Lau Kam Lun (CS2, Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if he could be granted to report the Association Coffee Mug Sales.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Lau Kam Lun (CS2, Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) reported the Association Coffee Mug Sales.

Lau Kam Lun (CS2, Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if he could be granted to report the Association Jacket Sales.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Lau Kam Lun (CS2, Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) reported the Association Jacket Sales.

Chu Sai Yiu (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if attendees of the Meeting could be granted to give overall comments on the Association Jacket Sales.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Chu Sai Yiu (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that it was reasonable to release a new jacket as the old one was sold out but the price of the new jacket was a little bit

high. The design of the jacket could be better. He recommended the Ex-Co could ask for the Members' suggestions through the Internet.

Ng Che Kit (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that the jacket could be sold with other products in a package price. This would make the Members feel cheaper.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that the Meeting would be moved to the discussion on Association Polo Shirt Sales.

Wong Wing Ying (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if attendees of the Meeting could be granted to give overall comments on the Association Polo Shirt Sales.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Wong Wing Ying (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that Ex-Co should think of new ways to sell the old products.

Lau Mei Ying (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that Ex-Co should wear the welfare products to draw the Members' attention, instead of only lowering the price.

Lau Kam Lun (CS2, Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if he could be granted to report the Association T-Shirt Sales.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Lau Kam Lun (CS2, Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) reported the Association T-Shirt Sales.

Lau Kam Lun (CS2, Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if he could be granted to report the Association Notebook Sleeve Sales.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Lau Kam Lun (CS2, Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) reported the Association Notebook Sleeve Sales.

Wong Wing Ying (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if attendees of the Meeting could be granted to give overall comments on the Association Notebook Sleeve Sales.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Mo Wing Fat (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that Ex-Co should think of the ways on keeping the products well.

Lee Kin Chung (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that the quality of the Association Notebook Sleeve was not well. As a notebook sleeve was used daily, he was willing to pay for a higher price to buy a higher quality notebook sleeve rather than buy a cheaper one.

Lau Kam Lun (CS2, Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if he could be granted to report the Departmental Windbreaker Sales.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Lau Kam Lun (CS2, Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) reported the Departmental Windbreaker Sales.

Wong Wing Ying (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if attendees of the Meeting could be granted to give overall comments on the Departmental Windbreaker Sales.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Lau Mei Ying (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that as the remaining size of the windbreakers was big, it was hard to be sold. She recommended selling those windbreakers in 50% off.

Wong Wing Ying (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that products with the name of the Department was attractive to the Members. Thus, she encouraged to produce products with the name of the Department.

Lau Kam Lun (CS2, Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if he could be granted to report the Mobile Chain Sales.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Lau Kam Lun (CS2, Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) reported the Mobile Chain Sales.

Wong Wing Ying (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if attendees of the Meeting could be granted to give overall comments on the Mobile Chain Sales.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Lau Mei Ying (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) suggested that the Mobile Chain could act as a reward when the Freshmen joined Orientation Camp, Orientation Day and Semester Commencement Dinner in later sessions if the function can suffer the costs.

Wong Wing Ying (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that Ex-Co should think of more approaches to promote products.

Lau Kam Lun (CS2, Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if he could be granted to report the Other Products Sales.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Lau Kam Lun (CS2, Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) reported the Other Products Sales.

At 03:54, 20th March 2011, Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that the authority of Meeting Chairperson would be transferred to Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011).

At 03:54, 20th March 2011, Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) accepted the authority of Acting Meeting Chairperson.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Wong Wing Ying (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked the Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if attendees of the Meeting could be granted to give overall comments on the Other Products Sales.

Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Wong Wing Ying (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that the promotion was not enough. Ex-Co should update the product list outside CS' Area.

Lee Chun Kit (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that a banner could be created for Other Product Sales.

Yiu Ka Wing (CS2, Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) asked the Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if he could be granted to report the Association Football Team.

Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Yiu Ka Wing (CS2, Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) reported the Association Football Team.

Mo Wing Fat (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked the Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if attendees of the Meeting could be granted to give overall comments on the Association Football Team.

Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Mo Wing Fat (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that to win a match, practice was important. Ex-Co should book a football pitch more frequently for the Members to practise. He commented that there were many ways to book a pitch.

Yim Lok Hin (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that the goal of forming the Association Football Team was to allow the Members to play and practise football. Ex-Co should try their best to keep the team running, and encourage more the Members to join.

Lau Kam Lun (CS2, Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) asked the Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if he could be granted to report the Borrowing of Recreational Facilities.

Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Lau Kam Lun (CS2, Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) reported the Borrowing of Recreational Facilities.

Wong Wing Ying (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked the Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if attendees of the Meeting could be granted to give overall comments on the Borrowing of Recreational Facilities.

Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Lee Kin Chung (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that Ex-Co could add items to the borrowing list based on the Members need, for example, VGA cable.

Wong Wing Ying (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that there could be more promotion on Borrowing of Recreational Facilities. She recommended that Ex-Co could prepare more staples for stapler, as it was the item that the Members most often used. She suggested badminton racket could be added to the borrowing list.

Ng Che Kit (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that technical support was a good help to Ex-Co.

At 04:40, 20th March 2011, Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 43.

Motion that: “To suspend the meeting for 20 mins”

Proposer: Chu Sai Yiu
Secunder: Mo Wing Fat

Resolution: No Discussion, No Objection, Motion **Carried**.

At 04:40, 20th March 2011, Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that the meeting would be suspended until 05:00, 20th March 2011.

At 05:00, 20th March 2011, Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that the meeting was resumed.

Lau Kam Lun (CS2, Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) asked the Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if he could be granted to report the Calendar Card.

Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Lau Kam Lun (CS2, Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) reported the Calendar Card.

Wong Wing Ying (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked the Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if attendees of the Meeting could be granted to give overall comments on the Calendar Card.

Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Wong Wing Ying (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that the release of Calendar Card on September was great. She also suggested considering more ways to distribute the Calendar Card.

Lau Kam Lun (CS2, Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) asked the Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if he could be granted to report the Class Photo Taking.

Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Lau Kam Lun (CS2, Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) reported the Class Photo Taking.

At 05:20, 20th March 2011, Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that the authority of Meeting Chairperson would be transferred to Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011).

At 05:20, 20th March 2011, Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) accepted the authority of Acting Meeting Chairperson.

Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Wong Wing Ying (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if attendees of the Meeting could be granted to give overall comments on the Class Photo Taking.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Wong Wing Ying (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that the dates of taking the photo were late. She suggested taking the Class Photo at the beginning of the semester. She commented that it was great to give out 75 out of 120 copies of photo.

Chu Sai Yiu (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that Ex-Co should explain clearly the role of a class representative in Class Photo Taking.

Lau Kam Lun (CS2, Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if he could be granted to report the Contact Directory.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Lau Kam Lun (CS2, Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) reported the Contact Directory.

Wong Wing Ying (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if attendees of the Meeting could be granted to give overall comments on the Contact Directory.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Wong Wing Ying (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that the hardcopy of Contact Directory should have title and stamped with the Association official chop. She commented that it was hard to find IS/CS students to fill in the form.

Wan Ho Lun (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that Ex-Co could cooperate with Information Systems Association, Business and Economics Association, Hong Kong University Students' Union to provide welfare.

Wong Wing Ying (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that Ex-Co could collect information from the Members on the Contact Directory.

Lau Kam Lun (CS2, Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if he could be granted to report the Marketing Activities.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Lau Kam Lun (CS2, Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) reported the Marketing Activities.

At 06:22, 20th March 2011, Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 44.

Motion that: "To thank the returning officer Cheung Cheong Lung (UID: 2010615841) Chairperson of Medical Engineering Society, ENS, HKUSU "

Proposer: Lau Kam Lun

Seconder: Yiu Ka Wing

Resolution: No Discussion, No Objection, Motion **Carried**.

Cheung Man Pan (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if attendees of the Meeting could be granted to give overall comments on the Marketing Activities.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Cheung Man Pan (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that the performance of Marketing Activities was satisfactory. She commented that it was reasonable to find sponsors on some important functions only. The most important thing on finding sponsors was finding other Ex-Co together as it was not efficient to find sponsors alone.

Lau Kam Lun (CS2, Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if he could be granted to report the Membership Card.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Lau Kam Lun (CS2, Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) reported the Membership Card.

Wong Wing Ying (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if attendees of the Meeting could be granted to give overall comments on the Membership Card.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Wong Wing Ying (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that the number of renewal of Membership Card was low. She recommended that Ex-Co could design a poster to attract the Members.

Wan Ho Lun (CS3, Full Member of CSA, ENS, H.K.U.S.U.) recommended that Ex-Co could raise the importance of membership card. For example, the Members could get some discounts on joining functions with their Membership Card.

Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) asked the Acting Meeting Chairperson (Tang Chun

Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if he could be granted to report the Newsletter Publication.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) reported the Newsletter Publication.

At 06:42, 20th March 2011, Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that the authority of Meeting Chairperson would be transferred to Lau Kam Lun (CS2, Welfare Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011).

At 06:42, 20th March 2011, Lau Kam Lun (CS2, Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) accepted the authority of Acting Meeting Chairperson.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Lee Kin Chung (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked the Acting Meeting Chairperson (Lau Kam Lun (CS2, Welfare Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if attendees of the Meeting could be granted to give overall comments on the Newsletter Publication.

Acting Meeting Chairperson (Lau Kam Lun (CS2, Welfare Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Wong Wing Ying (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that the latest newsletter, both the black and white version and colour version, were not clear.

Lee Kin Chung (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that responsibility of Publication and Publicity Secretary was to manage rather than to edit. He was disappointed that Ex-Co promised to release 3 newsletters but only 2 were released ultimately. He understood that Tang Chun Hin was busy and held many functions in the past session. However, it was unacceptable that the latest newsletter was a combine of 2 newsletters and this arrangement had not informed the Members.

Lau Mei Ying (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that she was disappointed that that session only had 2 newsletters. She commented that the purpose of newsletter was not just to review but also to include upcoming events and promotion. She was disappointed that the effort of session 2008 – 2009 and session 2009 – 2010 appeared to have lost in that session. As a graduate, she did not know any information of the Association in the middle of the session. She thought that newsletter was welfare. And she was disappointed that

this welfare was not provided in that session. She further thought that issuing newsletters regularly should be a continued practice of the Association.

Wong Wing Ying (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that other Ex-Co could share the workload of Publication and Publicity Secretary, especially when Tang Chun Hin would be the Chairperson and Acting External Vice-chairperson in the coming session. She reminded that the Association Board could be updated after every function.

At 07:24, 20th March 2011, Acting Meeting Chairperson (Lau Kam Lun (CS2, Welfare Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that the authority of Meeting Chairperson would be transferred to Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011).

At 07:24, 20th March 2011, Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) accepted the authority of Acting Meeting Chairperson.

Acting Meeting Chairperson (Lau Kam Lun (CS2, Welfare Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Lau Kam Lun (CS2, Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if he could be granted to report the Souvenirs for Graduates.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Lau Kam Lun (CS2, Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) reported the Souvenirs for Graduates.

Wong Wing Ying (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if attendees of the Meeting could be granted to give overall comments on the Souvenirs for Graduates.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Wong Wing Ying (CS3, Full Member of CSA, ENS, H.K.U.S.U.) reminded that Ex-Co should inform the Department before starting making the souvenirs. It was great to distribute 99 copies of souvenirs.

Lau Mei Ying (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that she was happy to receive the Souvenirs for Graduates. Since both session 2008-2009 and session 2009-2010 was business card case. In that session, souvenirs was a handmade sand bottle. She was touching when receiving the souvenir.

Cheung Man Pan (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that the souvenir receivers would be happy and appreciated.

Lau Kam Lun (CS2, Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if he could be granted to report the Stationery Sales.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Lau Kam Lun (CS2, Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) reported the Stationery Sales.

Wong Wing Ying (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if attendees of the Meeting could be granted to give overall comments on the Stationery Sales.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Wong Wing Ying (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that Ex-Co should think more promotion on welfare product.

Cheung Man Pan (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that benefit of the Members was much important than the number of item sold.

Lau Mei Ying (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if attendees of the Meeting could be granted to give overall comments on the Welfare and Service Report.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Lau Mei Ying (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) thanked for efforts of the Ex-Co. She commented that welfare was a difficult work, and believed the experience could be used in the coming session.

Wong Wing Ying (CS3, Full Member of CSA, ENS, H.K.U.S.U.) believed that Lau Kam Lun could make use of the experience to do better in the coming session. She thanked for Lau Kam Lun and other Ex-Co efforts.

Lee Kin Chung (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that welfare was core of the Association. They always focused on other functions, but ignored daily functions and welfare. He commented that welfare item sales could represent the existence of the Association among the Members.

Ng Che Kit (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that issuing newsletter was difficult and reminded that they should manage the newsletter better.

Chu Sai Yiu (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that the promotion on welfare should do more.

At 07:44, 20th March 2011, Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 45.

Motion that: “To receive and adopt the Welfare and Service Report of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2010 – 2011”

Proposer: Leung Chi Wah

Secunder: Yiu Ka Wing

Resolution: No Discussion, No Objection, Motion **Carried**.

At 07:45, 20th March 2011, Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 46.

Motion that: “To move to the agendum 10: To receive and adopt the External Affair Report of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2010 – 2011”

Proposer: Leung Chi Wah

Secunder: Yiu Ka Wing

Resolution: No Discussion, No Objection, Motion **Carried**.

10. To receive and adopt the External Affair Report of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2010 – 2011

At 07:45, 20th March 2011, Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that the authority of Meeting Chairperson would be transferred to Leung Chi Wah (CS2, Information Secretary and Acting Financial Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011).

At 07:45, 20th March 2011, Leung Chi Wah (CS2, Information Secretary and Acting Financial Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) accepted the authority of Acting Meeting Chairperson.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) asked the Acting Meeting Chairperson (Leung Chi Wah (CS2, Information Secretary and Acting Financial Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if he could be granted to report the relationship with other academic bodies.

Acting Meeting Chairperson (Leung Chi Wah (CS2, Information Secretary and Acting Financial Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) reported the relationship with other academic bodies.

Li Vai Kong Edward (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked the Acting Meeting Chairperson (Leung Chi Wah (CS2, Information Secretary and Acting Financial Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if attendees of the Meeting could be granted to give overall comments on the relationship with other academic bodies.

Acting Meeting Chairperson (Leung Chi Wah (CS2, Information Secretary and Acting Financial Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Li Vai Kong Edward (CS3, Full Member of CSA, ENS, H.K.U.S.U.) appreciated that the names of other societies were spelled correctly. He suggested reporting the relationship between other societies in a more detailed way and building a good relationship with ISA, BEA, HKUSU.

Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) asked the Acting Meeting Chairperson (Leung Chi Wah (CS2, Information Secretary and Acting Financial Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if he could be granted to report the participation in inauguration ceremonies of other societies.

Acting Meeting Chairperson (Leung Chi Wah (CS2, Information Secretary and Acting Financial Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) reported the participation in inauguration ceremonies of other societies.

Li Vai Kong Edward (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked the Acting Meeting Chairperson (Leung Chi Wah (CS2, Information Secretary and Acting Financial Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if attendees of the Meeting could be granted to give overall comments on the participation in inauguration ceremonies of other societies.

Acting Meeting Chairperson (Leung Chi Wah (CS2, Information Secretary and Acting Financial Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Li Vai Kong Edward (CS3, Full Member of CSA, ENS, H.K.U.S.U.) thanked for Tang Chun Hin to participate in the inauguration ceremonies of other societies. He commented that the aim of the inauguration ceremonies was to meet other societies' office bearers.

At 08:32, 20th March 2011, Meeting Chairperson (Leung Chi Wah (CS2, Information Secretary and Acting Financial Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 47.

Motion that: "To receive and adopt the External Affair Report of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2010 – 2011 "

Proposer: Tang Chun Hin

Seconder: Wong Mei Wa

Resolution: No Discussion, No Objection, Motion **Carried**.

At 08:32, 20th March 2011, Meeting Chairperson (Leung Chi Wah (CS2, Information Secretary and Acting Financial Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 48.

Motion that: "To move to the agenda 11: To receive and adopt the Annual Financial Report of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2010 – 2011"

Proposer: Tang Chun Hin

Seconder: Yiu Ka Wing

Resolution: No Discussion, No Objection, Motion **Carried**.

At 08:33, 20th March 2011, Acting Meeting Chairperson (Leung Chi Wah (CS2, Information Secretary and Acting Financial Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that the authority of Meeting Chairperson would be transferred to Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011).

At 08:33, 20th March 2011, Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) accepted the authority of Acting Meeting Chairperson.

Acting Meeting Chairperson (Leung Chi Wah (CS2, Information Secretary and Acting Financial Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Leung Chi Wah (CS2, Information Secretary and Acting Financial Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if he could be granted to report the Annual Financial Report.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Leung Chi Wah (CS2, Information Secretary and Acting Financial Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) reported the Annual Financial Report.

Wan Ho Lun (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked the Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if attendees of the Meeting could be granted to give overall comments on the Annual Financial Report.

Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Mo Wing Fat (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that details were readable and understandable. Watching through the overall figures was not a problem.

Wan Ho Lun (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that the income was too much. The income earned could be used by discounts on functions or welfare items sales.

Ng Che Kit (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented coming session welfare had to benefit the Members. He commented that CS Festival 2010 – Annual Dinner fee was too high.

Wong Wing Ying (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that there was no calculation error in the Annual Financial Report. Leung Chi Wah was acting financial secretary but still did a good job to understand all figures.

At 09:32, 20th March 2011 Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 50.

Motion that: “To receive and adopt the Annual Financial Report of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2010 – 2011”

Proposer: Wong Mei Wa

Secunder: Yiu Ka Wing

Resolution: No Discussion, No Objection, Motion **Carried**.

At 09:33, 20th March 2011, Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 51.

Motion that: “To move to the agenda 12: To receive and adopt the Annual Budget of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012 “

Proposer: Wong Mei Wa

Secunder: Leung Chi Wah

Resolution: No Discussion, No Objection, Motion **Carried**.

12. To receive and adopt the Annual Budget of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012

Leung Chi Wah (CS2, Information Secretary and Acting Financial Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) asked the Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if he could be granted to report the Annual Budget.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Leung Chi Wah (CS2, Information Secretary and Acting Financial Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) reported the Annual Budget.

At 10:15, 20th March 2011, Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that the authority of Meeting Chairperson would be transferred to Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011).

At 10:15, 20th March 2011, Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) accepted the authority of Acting Meeting Chairperson.

Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

At 10:47, 20th March 2011, Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that the authority of Meeting Chairperson would be transferred to Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011).

At 10:47, 20th March 2011, Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) accepted the authority of Acting Meeting Chairperson.

Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Chu Sai Yiu (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked the Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) if attendees of the Meeting could be granted to give overall comments on the Annual Budget.

Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

Chu Sai Yiu (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that as there would not have a new cabinet in coming session, he suggested that coming session could use more money and could have the following functions with some discounts on the application fee (3 for the highest discount rate):

Superpass Day, 2

Orientation Day, 1

Closing Ceremony, free of charge

Semester Commencement Dinner, 2

Annual Dinner, 3

Welfare Week, 3

He commented that even deficit for the coming session was acceptable. Lower fee could attract more the Members and the Freshmen to join the functions.

Tam Kit Chun (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that Ex-Co could form sub-committee, or hold competition on design on posters or welfare products to decrease the workload. He suggested that every half month or one month could hold a function, in order to let the Freshmen know the existence of the Association and gave good impression to the Freshmen. He suggested that the Ex-Co could form a new cabinet with those who were interested in being the office bearer of the Association.

Lau Mei Ying (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that Ex-Co should keep updating the decoration and enhancing promotion on CS' Area to attract the Freshmen to buy welfare products. She suggested that Ex-Co should do several things to give feeling of existence to the Freshmen, should not only just follow the previous session.

Ng Che Kit (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) suggested that Ex-Co should hold more functions in the coming first semester to attract the Freshmen to become the office bearers, and commented that Ex-Co could consult past Ex-Co.

At 11:23, 20th March 2011, Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 52.

Motion that: "To receive and adopt the Annual Budget of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012 "

Proposer: Tang Chun Hin

Secunder: Law Chi Lok

Resolution: No Discussion, No Objection, Motion **Carried**.

At 11:25, 20th March 2011, Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 51.

Motion that: "To move to the agenda 13: To elect the Honorary Members, if any "

Proposer: Tang Chun Hin

Secunder: Law Chi Lok

Resolution: No Discussion, No Objection, Motion **Carried**.

13. To elect the Honorary Members, if any

At 11:26, 20th March 2011, Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 52.

Motion that: “To move to the agendum 14: To amend the Constitution, if any “

Proposer: Tang Chun Hin

Seconder: Law Chi Lok

Resolution: No Discussion, No Objection, Motion **Carried**.

14. To amend the Constitution, if any

At 11:26, 20th March 2011, Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 53.

Motion that: “To move to the agendum 15: Any Other Business “

Proposer: Tang Chun Hin

Seconder: Wong Mei Wa

Resolution: No Discussion, No Objection, Motion **Carried**.

15. Any Other Business

At 11:27, 20th March 2011, Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 54.

Motion that: “To appoint Tang Chun Hin (UID: 2009244142)
Yuen Chi Leung (UID: 2009035333)
Lau Kam Lun (UID: 2009572812)

to be the Councilor of Engineering Council, HKUSU “

Proposer: Tang Chun Hin

Seconder: Law Chi Lok

Chu Sai Yiu (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked if only two councillors will be appointed.

Tang Chun Hin (CS3, External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) answered yes.

Mo Wing Fat (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked why not one more person was appointed to be the councillor.

Tang Chun Hin (CS3, External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) answered that he and Yuen Chi Leung used to be the councillor. If anyone was suitable to be the councillor, he could appoint him/her.

Ng Che Kit (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked who would be appointed.

Tang Chun Hin (CS3, External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) answered that they would also appoint Lau Kam Lun to be the councillors.

Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) said that Tang Chun Hin, Yuen Chi Leung and Lau Kam Lun would be appointed to be the councillors.

Mo Wing Fat (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that a vote was important, so three people must be needed.

Ng Che Kit (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that the structure of Engineering Council, HKUSU was the number of people representing the associations affiliated to Engineering Society, HKUSU, which was more than the number of executive committee members of Engineering Society, HKUSU. It could give a balance between associations and Engineering Society, HKUSU. He asked the people to be appointed to introduce themselves.

Tang Chun Hin (CS3, External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) introduced himself.

Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) introduced himself.

Lau Kam Lun (CS2, Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) introduced himself.

Li Vai Kong Edward (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked if circular motion would be needed.

Tang Chun Hin (CS3, External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) answered no.

Mo Wing Fat (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked why they did not need a circular motion.

Tang Chun Hin (CS3, External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) answered that it was the suggestion of Council Chairperson of Engineering Council, HKUSU.

Li Vai Kong Edward (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked if the councillors must be the Chairperson, Internal Vice-chairperson or External Vice-chairperson.

Tang Chun Hin (CS3, External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) answered that the Council Chairperson of Engineering Council, HKUSU had not provided any information on that, and circular motion, if needed, could be submitted later.

Resolution: No Objection, Motion **Carried**.

At 11:48, 20th March 2011, Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that the authority of Meeting Chairperson would be transferred to Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011).

At 11:48, 20th March 2011, Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) accepted the authority of Acting Meeting Chairperson.

Acting Meeting Chairperson (Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) approved.

At 11:48, 20th March 2011, Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 57.

Motion that: “To thank the Past Executive Committee Representative Mo Wing Fat (UID: 2008555781) of CSA, ENS, H.K.U.S.U., Session 2010 – 2011 for helping providing advises to Cascade”

Proposer: Yuen Chi Leung

Secunder: Wong Mei Wa

Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) thanked Past Executive Committee Representative, Mo Wing Fat.

Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) commented that Mo Wing Fat provided good advises for them.

Resolution: No Discussion, No Objection, Motion **Carried**.

At 11:49, 20th March 2011, Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 58.

Motion that: “To thank the Sub-Committee member Chow Tsz Wai (UID: 2009193537) of CSA, ENS, H.K.U.S.U., Session 2010 – 2011 for supporting Cascade”

Proposer: Yuen Chi Leung

Secunder: Leung Chi Wah

Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) thanked Chow Tsz Wai for the effort on publication.

Resolution: No Objection, Motion **Carried**.

At 11:51, 20th March 2011, Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 59.

Motion that: “To thank the Sub-Committee member Tse Shing Chi (UID: 2009564748) of CSA, ENS, H.K.U.S.U., Session 2010 – 2011 for supporting Cascade”

Proposer: Yuen Chi Leung

Seconder: Leung Chi Wah

Leung Chi Wah (CS2, Information Secretary and Acting Financial Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) thanked for his help in the whole year, especially on whole Annual General Meeting.

Lau Kam Lun (CS2, Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) commented that he helped them a lot.

Law Chi Lok (CS2, Internal General Secretary and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) thanked for his effort.

Resolution: No Discussion, No Objection, Motion **Carried**.

At 12:46, 20th March 2011, Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 60.

Motion that: “To receive the apologise letter from Ho Kok Sum, the Chairperson of Annual General Meeting of CSA, ENS, H.K.U.S.U., Session 2010 – 2011 “

Proposer: Mo Wing Fat

Seconder: Chu Sai Yiu

Mo Wing Fat (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that the it was important to keep the letter as part of the minutes in Annual General Meeting. The purpose of the motion was to keep the letter in record.

Ng Che Kit (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked how he could prove that the letter was really Ho Kok Sum’s words.

Tse Shing Chi (CS2, Full Member of CSA, ENS, H.K.U.S.U.) answered that Ho Kok Sum sent the letter to his personal e-mail account. He printed three copies and then circulated them during the Meeting.

Ng Che Kit (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that the proof was acceptable.

Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) said that the letter was not suitable to appear in the Meeting.

Ng Che Kit (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked for the reasons. Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) commented that as Ho Kok Sum apologized to the Members instead of to the Annual General Meeting.

Ng Che Kit (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that Ho Kok Sum said that the letter was an official letter and was used for circulating in the Meeting. He asked if this letter should be included in the minutes of Meeting to prove its existence.

Tse Shing Chi (CS2, Full Member of CSA, ENS, H.K.U.S.U.) asked why they just received the letter.

Mo Wing Fat (CS3, Full Member of CSA, ENS, H.K.U.S.U.) answered that the letter was just received instead of being adopted.

Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) commented that it was acceptable for just receiving the letter.

Mo Wing Fat (CS3, Full Member of CSA, ENS, H.K.U.S.U.) answered that receive meant officially attaching the letter to the Meeting.

Resolution: No Objection, Motion **Carried**.

At 13:08, 20th March 2011, Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 61.

Motion that: “To regret Ho Kok Sum, the Chairperson of Annual General Meeting of CSA, ENS, H.K.U.S.U., Session 2010 – 2011, for his misbehavior during the meeting “

Proposer: Chu Sai Yiu

Seconder: Mo Wing Fat

Chu Sai Yiu (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that the purpose of that motion was let the later sessions know the seriousness.

Mo Wing Fat (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented that Ho Kok Sum as a adult should able to manage his emotion, but his action affected the image of the Association and the process of the Meeting.

Ng Che Kit (CS graduate, Association Member of CSA, ENS, H.K.U.S.U.) commented that although he was not there, it was also serious and unacceptable. He commented that Ho Kok Sum had his responsibility to manage the Meeting. He said Ho Kok Sum had damaged the image of the Association, a regret motion was necessary.

Resolution: No Discussion, No Objection, Motion **Carried**.

At 14:12, 20th March 2011, Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 62.

Motion that: “To give a vote of thanks to the acting office bearers of CSA, ENS, H.K.U.S.U., Session 2011 – 2012 for taking up the duties in the upcoming challenging year”

Proposer: Chu Sai Yiu

Secunder: Mo Wing Fat

Resolution: No Discussion, No Objection, Motion **Carried**.

At 14:33, 20th March 2011, Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 63.

Motion that: “To move to the agendum 16: Adjournment”

Proposer: Cheung Man Pun Zero

Secunder: Wan Ho Lun

Resolution: No Discussion, No Objection, Motion **Carried**.

16. Adjournment

At 14:33, 20th March 2011, Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that he had received Motion 64.

Motion that: “To adjourn the Meeting”

Proposer: Wong Wing Ying

Seconder: Cheung Hok Leung

Cheng Hok Leung (CS3, Full Member of CSA, ENS, H.K.U.S.U.) reminded Law Chi Lok to try his best in taking minutes.

Law Chi Lok (CS2, Internal General Secretary and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) thanked for his reminder.

Chu Sai Yiu (CS3, Full Member of CSA, ENS, H.K.U.S.U.) thanked for the effort from CaSa, Apex and past Ex-Co.

Yuen Chi Leung (CS2, Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) thanked for their care on Cascade.

Law Chi Lok (CS2, Internal General Secretary and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) thanked for those care for the Association.

Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011) commented that Annual General Meeting was tough. He thanked for the suggestion and accompanying them to get those the tough time. He really hoped to have office bearers of next session.

Resolution: No Objection, Motion **Carried**.

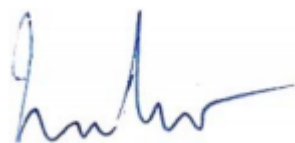
At 14:38, 20th March 2011, Acting Meeting Chairperson (Tang Chun Hin (CS2, External Vice-chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)) announced that the Meeting was adjourned.

Prepared by,



Law Chi Lok
Internal General Secretary
Computer Science Association,
Engineering Society,
H.K.U.S.U.
Session 2010 – 2011

Approved by,



Ho Kok Sum
Chairperson
Computer Science Association,
Engineering Society,
H.K.U.S.U.
Session 2010 – 2011

6. Nomination of Candidates for the Election of Office Bearers of Computer Science Association, Engineering Society, H.K.U.S.U., Session 2012 – 2013

Nomination Period

10:00, 15th February 2012 (Wednesday) to 18:00, 28th February 2012 (Tuesday)

Nomination List

Candidate Party "Gacs"

Office Bearers	Candidates	Proposer	Seconder
Chairperson	Lee Man Yin, MY [BEng(CompSc) 1]	Tang Chun Hin [BEng(CompSc) 3]	Cheung Chun Yuen [BEng(CompSc) 1]
Internal Vice-chairperson	Cheung Chan Teng, Kaka [BEng(CompSc) 1]	Yuen Chi Leung [BEng(CompSc) 3]	Hung Chun Ka [BEng(CompSc) 1]
External Vice-chairperson	Lam Chun Wai, Tony [BEng(CompSc) 1]	Tang Chun Hin [BEng(CompSc) 3]	Lee Siu Man [BEng(CompSc) 1]
Financial Secretary	Wu Ying Kit, Kit [BEng(CompSc) 1]	Leung Chi Wah [BEng(CompSc) 3]	Ng Yu Shum [BEng(CompSc) 1]
Social Secretary	Fung Ying Wa, Eva [BEng(CompSc) 1]	Wong Mei Wa [BEng(CompSc) 3]	Poon Kwok Huen [BEng(CompSc) 2]
Welfare Secretary	Szeto Wing Yan, Catherine [BEng(CompSc) 1]	Lau Kam Lun [BEng(CompSc) 3]	Wong Kwan Ting [BEng(CompSc) 2]

7. Reports on Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012

7.1 General Report

Office Bearers:

The acting office bearers of the executive committee of CSA, ENS, H.K.U.S.U., Session 2011 – 2012, were appointed during the Annual General Meeting of CSA, ENS, H.K.U.S.U., Session 2010 – 2011. The acting office bearers were as follows:

Acting Chairperson	Tang Chun Hin, Adrian
Acting Internal Vice-chairperson	Yuen Chi Leung
Acting External Vice-chairperson	Tang Chun Hin, Adrian
Acting Internal General Secretary	Law Chi Lok, Cyrus
Acting External General Secretary	Law Chi Lok, Cyrus
Acting Financial Secretary	Leung Chi Wah, Edgar
Acting Social Secretary	Wong Mei Wa, Kate
Acting Welfare Secretary	Lau Kam Lun, Eric
Acting Information Secretary	Leung Chi Wah, Edgar

Sub-Committee Members:

1 Sub-Committee Members of CSA, ENS, H.K.U.S.U., Session 2011 – 2012 was appointed. He was:

Technical Sub-Committee	Tse Shing Chi
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Session:

The session of the executive committee commenced on 20th March 2011 and will be terminated at the end of the Annual General Meeting of CSA, ENS, H.K.U.S.U., Session 2011 – 2012.

Members:

CSA, ENS H.K.U.S.U. now has 165 Full Members and 39 Associate Members. The number of Full Members in each class is as follows:

CS 1	53
CS 2	50
CS 3	62

Meetings:

During session 2011 – 2012, there were 26 executive committee meetings.

Resources Granted:

Several resources had been granted to CSA, ENS, H.K.U.S.U.:

- the Department:
 - The Association Board along the corridor 3/F, Haking Wong Building, The University of Hong Kong
 - 1 departmental account
 - Website: <http://i.cs.hku.hk/~csa>
 - Email: csa@cs.hku.hk
 - 1 mailbox (Mailbox 39, 3/F, Chow Yei Ching Building, The University of Hong Kong)
 - 1 newsgroup (<news://news.cs.hku.hk/hku.cs.csa>)
 - 1 association room in LG104, Composite Building, The University of Hong Kong¹
 - 1 table
 - 1 telephone (2219 4133)
 - 1 cupboards
 - 4 shelves
 - 2 steel cabinets
 - 6 chairs

¹ Terms of the use of association room are in Section 9. Appendix (Page 123).

7.2 Annual Functional Report

7.2.1 Report on Mixer (Semester 2, 2010 – 2011)

Person in Charge:

Leung Chi Wah, Edgar

Acting Financial Secretary

CSA, ENS, H.K.U.S.U., Session 2011 – 2012

Introduction:

Mixer (Semester 2, 2010 – 2011) was organised to enhance the relationship between the staff and the students of the Department. Mixer was a buffet-like lunch gathering. It provided an invaluable opportunity for the staff of the Department to communicate with the students of the Department.

Aims:

- To facilitate communication between the staff and the students of the Department
- To provide an opportunity for the students to know more about the Department
- To make the students more acquainted with each other

Date:

8th April 2011 (Friday)

Time:

13:00 – 14:30

Venue:

CB205, Chow Yei Ching Building, The University of Hong Kong

Resources Borrowed:

- Easy stand from the Department
- Exam Table for holding prizes from the Department
- Long tables from the Department
- Microphone from Classroom Service Unit, Registry, The University of Hong Kong
- Public Address System (Portable Type) from Classroom Service Unit, Registry, The University of Hong Kong

Details:

- Road guides were posted in corridors in Chow Yei Ching Building, The University of Hong Kong and Haking Wong Building, The University of Hong Kong.
- The start time was delayed for 10 minutes.
- Prize Presentation Ceremony of Teaching Excellence Award of 2009 – 2010, Best Tutor Excellence Awards of 2009 – 2010 and Entrance Scholarship in Computer Science 2010 – 2011 was held.
- 24 trays of refreshment were provided to serve the participants.

Number of Participants:

Around 70

Rundown:

Time	Activities
13:00 – 13:05	Speech by the Acting Chairperson of the Association (Session 2011 – 2012)
13:05 – 13:10	Speech by the Head of the Department
13:10 – 13:15	Prize Presentation Ceremony of Teaching Excellence Award 2009 – 2010 and Best Tutor Awards 2009 – 2010
13:15 – 13:20	Prize Presentation Ceremony of Entrance Scholarship in Computer Science 2010 – 2011
13:20 – 14:30	Refreshment

Evaluations:

- Preparation
 - The time spent on setting up the venue was satisfactory.
- Rundown
 - The venue was not large enough to serve all the participants. However, due to the construction work of the Centennial Campus, the venues where previous Mixers were held, such as G/F Lobby, Chow Yei Ching Building, The University of Hong Kong and Lobby of LG1/F, Chow Yei Ching Building, The University of Hong Kong, were closed. It was recommended to hold the event in a larger place near the Department.
 - The number of participants was not satisfactory.
 - The type of food and quantity of food were satisfactory.
 - Some participants attempted to take away more than one packed drink each time. It was recommended to keep an eye on the drinks.
- Post-activity
 - The time spent on packing and cleaning was satisfactory.

7.2.2 Report on Superpass Day (Semester 2, 2010 – 2011)

Person in Charge:

Wong Mei Wa, Kate

Acting Social Secretary

CSA, ENS, H.K.U.S.U., Session 2011 – 2012

Introduction:

Writing Superpass Fai Chun is a tradition of the University. It is believed that students will get excellent grades in the examination after writing Superpass Fai Chun. A chance was given for each participant to take part in Superpass Lucky Draw.

Aims:

- To foster communication and friendship among the participants
- To provide an opportunity for the participants to experience the Superpass traditions of the University

Date:

21st April 2011 (Thursday)

Time:

15:00 – 18:00

Venue:

Counter outside elevators of 3/F, Haking Wong Building, The University of Hong Kong

Resources Borrowed:

- Drawing Stand from Arts Association, Hong Kong University Students' Union
- Tables from the Department

Details:

- A board was provided for posting up the Fai Chun.
- Fai Chun could be taken away.
- Writing Fai Chun was free of charge.
- The prizes for Superpass Lucky Draw were the past camp T-Shirts and sponsor items.
- A red packet was distributed to each participant.

Number of Participants:

57

Evaluations:

- Preparation
 - A systematic method for Superpass Lucky Draw was made.
- Rundown
 - Superpass Lucky Draw was attractive as commented by the participants.

7.2.3 Report on Orientation Programme 2011

Person in Charge:

Yuen Chi Leung

Acting Internal Vice-chairperson

CSA, ENS, H.K.U.S.U., Session 2011 – 2012

Introduction:

Orientation Programme 2011 was an important function to the Association, as it gave the first impression of the Association and the Department to the Freshmen. It provided a chance to freshmen to have information about the Curricula, the Department, the Association and university life. It also provided a chance for the Freshmen to know each other and current students. The Orientation Programme 2011 included Orientation Programme 2011 – Registration Day and Orientation Programme 2011 – Orientation Camp.

Aims:

- To introduce the Curricula, the Department, and the Association to the Freshmen
- To provide a chance for the Freshmen to know each other and the current students
- To provide a chance for the Freshmen to know more about university life

7.2.4 Report on Orientation Programme 2011 – Registration Day

Person in Charge:

Tang Chun Hin, Adrian

Acting External Vice-chairperson

CSA, ENS, H.K.U.S.U., Session 2011 – 2012

Introduction:

Orientation Programme 2011 – Registration Day gave information to the Freshmen about the Department, the Association and the Curricula. Besides, it helped the promotion of the Orientation Programme 2011 to the Freshmen and provided a chance for the Freshmen to register for the events in the Orientation Programme 2011 and to buy welfare products of the Association.

Aims:

- To welcome the Freshmen
- To introduce the Department, the Association and the Curricula
- To promote the events in Orientation Programme 2011
- To promote and sell welfare products

Dates:

2nd August 2011 (Tuesday) to 3rd August 2011 (Wednesday)

Time:

9:30 – 18:30 (2nd August 2011)

9:30 – 18:30 (3rd August 2011)

Venue:

LG109, Composite Building, The University of Hong Kong

Resources Borrowed:

- Printers from Technical Staff Office of the Department

Details:

- 2 to 4 current Ex-Co were sent to HKUSU and Engineering Society, HKUSU as central helpers.
- 3 to 4 current Ex-Co and 1 to 2 helpers helped at the counter during peak hours.
- A booth was set up at the LG109, Composite Building, The University of Hong Kong.
- Payment invoices were printed by the printer borrowed from the Department. Two iPad 2 were placed inside the booth to draw the attention of the Freshmen. Registration of functions was done on a website by notebook computers and iPad 2.
- A booklet, iZone, which included the information about the Association, the Department and Orientation Programme 2011 – Orientation Camp was distributed to the Freshmen.

Number of Participants:

Around 350

Helpers:

- Chan Ka Kit (CS1)
- Chen Yiling (BSc1)
- Cheung Man Pan (CS3)
- Chu Sai Yiu (CS3)
- Kwok Hon Yin (CS1)
- Leung Sui Lun (CS1)
- Li Vai Kong (CS3)
- Tse Shing Chi (CS2)
- Wong Wai Shan (CS1)
- Yip Hiu Fung (CS1)
- Yu Cheuk Lam (CS1)

Evaluations:

- Preparation:
 - Preparation work of iZone should have been done earlier.
- Rundown:
 - Use of computers and printers speeded up the registration process.
 - iZone was a helpful guide for the Freshmen.
 - The utilization of information technologies, like digital registration, impressed many of the Freshmen.
 - Although the booth was quite packed, the Freshmen found it comfortable to walk around and talk with the booth demonstrators.
 - The fluorescent board had good effect on attracting the Freshmen awareness towards the booth. Still, the decoration did not show many special ideas to attract the Freshmen sight.
- Post-activity:
 - Most of the resources used to decorate the booth have been used for 3 years and reusing them is not recommended.
 - Online registration was available after the function for the registration of Orientation Programme 2011 – Orientation Camp.
 - Some of the Freshmen said the booth this year was eye-catching and grand. They found the gold background appealing to them.
 - Some of the helpers thought that more ideas should be focused on so as to emphasize the image of CS on the booth.

7.2.5 Report on Orientation Programme 2011 – Orientation Camp

Person in Charge:

Yuen Chi Leung

Acting Internal Vice-chairperson

CSA, ENS, H.K.U.S.U., Session 2011 – 2012

Introduction:

Orientation Programme 2011 – Orientation Camp was a three-day function providing a chance for the Freshmen to familiarize with each other before semester started. In the camp, providing tasks and games could help the Freshmen to build up relationships with each other. Through communication with helpers and the Members of the Ex-Co, the Freshmen could know more about and get ready for their university life.

Aims:

- To provide a chance for the Freshmen to know more about university life
- To provide a chance for the Freshmen to know more about the Department and the Association
- To provide a chance for the Freshmen to make friends before the semester begins

Dates:

15th August 2011 (Monday) to 17th August 2011 (Wednesday)

Time:

09:00 (15th August 2011) – 13:00 (17th August 2011)

Venues:

- Gathering venue:
 - LE2, Library Extension Building, The University of Hong Kong
- Camp site:
 - Scout Association of Hong Kong - Tai Tam Scout Centre
- Beach games venue:
 - Chung Hom Kok Beach

Theme:

Memory Store

Fee:

- HK\$100 per participant (for Pre-Camp)
- HK\$360 per participant (for Central Helpers)
- HK\$360 per participant (for Current Ex-Co)
- HK\$360 per participant (for Helpers)
- HK\$360 per participant (for Group Leaders)
- HK\$360 per participant (for Spies)
- HK\$430 per participant (for the Freshmen)

Organisation Committee:

- Chen Yiling (BSc1)
- Kwok Hon Yin (CS1)
- Leung Sui Lun (CS1)
- Yip Hiu Fung (CS1)

Number of participants:

- 64 in total
 - Central Helpers: 3
 - Current Ex-Co: 6
 - Group Helpers: 8
 - Group Leaders: 8
 - Spies: 4
 - The Freshmen: 35

Central Helpers:

- Ho Chung Yin (CS3)
- Tse Shing Chi (CS2)
- Wong Wai Ling (CS2)

Group Helpers:

- Chan Ka Kit (CS1)
- Chui Lai Yee (CS1)
- Fong Chun Sing (CS1)
- Ho Kok Sum (CS3)
- Kwok Hon Yin (CS1)
- Leung Sui Lun (CS1)
- Lui Sin Ying (CS1)
- Yip Hiu Fung (CS1)

Group Leaders:

- Chan Sze Long (CS1)
- Chen Yiling (BSc1)
- Chow Kam To (CS1)
- Li Wing Chi (CS1)
- Poon Kwok Huen (CS1)
- Wong Kwan Ting (CS1)
- Wong Wai Shan (CS1)
- Yeung Cheuk Yu (CS1)

Spies:

- Cheng Ka Chun (CS1)
- Law Wai Chun (CS1)
- Leung Hau Ming (CS1)
- Poon Chi Sum (CS1)

Groups:

- 不可一世
- 火辣小甜甜
- 馬膠飯
- 豪你一粒珠

Rundown:

Day 1:

Time	Activities
09:00 – 09:45	Assembling and camp T-shirt distribution
09:45 – 09:50	Introduction of Orientation Programme 2011 – Orientation Camp
09:50 – 10:00	Speech by the Head of the Department
10:00 – 10:10	Speech by the Acting Chairperson of the Association
10:10 – 10:50	Ice-breaking games
10:50 – 11:20	Discussion of group names
11:20 – 17:30	Hong Kong Orienteering
17:30 – 18:00	Collecting luggage
18:00 – 19:00	Dinner
19:00 – 21:10	Mass games
21:10 – 22:15	CS Cheers Teaching
22:15 – 23:30	Settle down and Room game creation
23:30 – 00:30	Room game

Day2:

Time	Activities
07:30 – 08:00	Morning call
08:00 – 09:00	Breakfast
09:00 – 11:45	Detective game
11:45 – 12:00	Preparing to beach
12:00 – 12:45	Lunch
12:45 – 13:30	Travelling to beach
13:30 – 17:45	Beach games
17:45 – 18:15	Washing
18:15 – 18:45	Travelling back to campsite
18:45 – 20:45	Barbeque
20:45 – 22:00	Campfire
22:00 – 23:30	Revelation of Spy

Day3:

Time	Activities
07:30 – 08:00	Morning call
08:00 – 09:00	Breakfast
09:00 – 10:15	CS Cheers practice
10:15 – 10:25	CS Cheers demonstration
10:25 – 11:15	Voting
11:15 – 11:45	Time for the members of the past Ex-Co
11:45 – 12:00	Prize presentation and photo taking
12:00 – 13:30	Message leaving

Evaluations:

- Preparation:
 - Effort of Organisation Committee was satisfactory.
- Rundown:
 - Day 1:
 - Extra care was necessary for some of the Freshmen speaking in Mandarin Chinese only, especially during the ice breaking games.
 - There were few possible routes in HKO, due to the lack of tasks; it was suggested to add more tasks.
 - The Freshmen were willing to learn CS Cheers.
 - Some of The Freshmen were tired and refused to play room game, so the duration of room game was shortened.
 - Day 2:
 - The detective game was satisfactory.
 - Beach games cost more time than expected, as more time was required to prepare and decorate the site.
 - Participants enjoyed the campfire, although the campfire site was a bit small.
 - Some helpers did not fully understand the flow of revelation of spy, there should be a briefing during barbeque.
 - Day 3:
 - A lot of time was spent on CS Cheer Practice as the Freshmen did not practise after learnt it; we should have reminded group leaders about that.
 - Atmosphere of voting session was good, but it lasted unexpectedly long.

7.2.6 Report on Mixer (Semester 1, 2011 – 2012)

Person in Charge:

Leung Chi Wah, Edgar

Acting Financial Secretary

CSA, ENS, H.K.U.S.U., Session 2011 – 2012

Introduction:

Mixer (Semester 1, 2011 – 2012) was organised to enhance the relationship between the staff and the students of the Department. Mixer was a buffet-like lunch gathering. It provided an invaluable opportunity for the staff of the Department to communicate with the students of the Department.

Aims:

- To facilitate communication between the staff and the students of the Department
- To provide an opportunity for the students to know more about the Department
- To make the students more acquainted with each other
- To promote the Department to the Freshmen

Date:

8th September 2011 (Thursday)

Time:

12:40 – 14:30

Venue:

G/F, The Hong Kong University Students' Union Building

Resources Borrowed:

- Easy stand from the Department
- Long tables from the Department
- Microphone from Classroom Service Unit, Registry, The University of Hong Kong
- Public Address System (Portable Type) from Classroom Service Unit, Registry, The University of Hong Kong

Details:

- Road guides were posted outside Student Union Restaurant, in corridors in Chow Yei Ching Building, The University of Hong Kong and Haking Wong Building, The University of Hong Kong.
- 29 trays of refreshment were provided to serve the participants.
- 24 bottles of drink were provided to serve the participants.

Number of Participants:

Around 150

Rundown:

Time	Activities
12:40 – 12:45	Speech by the Acting Chairperson of the Association (Session 2011 – 2012)
12:45 – 12:50	Speech by the Deputy Head (Academic) of the Department
12:50 – 14:30	Refreshment

Evaluations:

- Preparation:
 - The time spent on setting up the venue was satisfactory.
- Rundown:
 - The venue was satisfactory for holding the Mixer as the area was large. Also, it was easier to arrange the participants to line up during the refreshment.
 - The number of participants was satisfactory.
 - The type of food and quantity of food were satisfactory.
- Post-activity:
 - The time spent on packing and cleaning was satisfactory.

7.2.7 Report on Welfare Week

Person in Charge:

Lau Kam Lun, Eric

Acting Welfare Secretary

CSA, ENS, H.K.U.S.U., Session 2011– 2012

Introduction:

Welfare Week was a function for the students to buy welfare products.

Aim:

To let the students to buy welfare products

Dates:

26th September 2011 (Monday) to 30th September 2011 (Friday)

Time:

13:00 – 17:00

Venue:

Counter outside Room 311, Haking Wong Building, The University of Hong Kong

Resources Borrowed:

- Tables from the Department

Details:

- A welfare product package was introduced in the Welfare Week.

Evaluations:

- Rundown:
 - Some BEng Year 1 students were reluctant to buy welfare items as they had to pay non-member price.

7.2.8 Report on Programming Contest 2011

Person in Charge:

Leung Chi Wah, Edgar

Acting Information Secretary

CSA, ENS, H.K.U.S.U., Session 2011– 2012

Introduction:

Programming Contest 2011 was a function that provided a chance for the participants to refine their knowledge, like programming skill and problem-solving skill. Through the function, the participants could experience on a public contest on their academic aspect.

Aims:

- To encourage communication among participants, especially on programming
- To provide an opportunity for the participants to solve the problems, which are complex and carefully designed, within a limited time to exercise and demonstrate their own problem-solving skill and programming skill
- To provide an opportunity for the participants to have an experience on a public contest

Date:

17th November 2011 (Thursday)

Time:

18:00 – 21:30

Venue:

Room 311, Haking Wong Building, The University of Hong Kong

Resource Borrowed:

- Room 311, Haking Wong Building, The University of Hong Kong from the Department

Details:

- Online Registration period of the Programming Contest was from 7th November 2011 (Monday) to 16th November 2011 (Wednesday).
- It was an individual programming contest.
- All participants must be Full Members of the Association or the undergraduates of the first year intake Bachelor of Engineering who enrolled in ENGG1002AB and/or ENGG1007AB in the first semester of 2011 – 2012 in the University.
- Participants must use Microsoft Visual Studio 2010 installed in the workstation to solve the problems. Only C# was allowed.
- All of the participants needed to solve 6 problems related to algorithm. Problems were provided from Microsoft Hong Kong.
- Microsoft Hong Kong provided a judging program to determine the correctness of the program by the number of correct test cases, which were included time limit, and the finishing time.
- All of the participants handed in their solutions via the CS Intranet Email once with attaching the solution file. After receiving the email, the participants were informed.
- All of the participants could receive a certificate after participation.

Number of Participants:

28

Judges:

- Mr. Ryan Chan (Development Tools Product Marketing Manager, Microsoft Hong Kong)
- Mr. Danny Mak (Developer Evangelist, Microsoft Hong Kong)

Master of Ceremony:

Chow Tsz Wai, Cherry (CS3)

Helpers:

- Lam Wan Yin (CS3)
- Tse Shing Chi (CS3)
- Wong Wai Ling (CS3)

Rundown:

Time	Activities
18:00 – 18:20	Entry and allocation of workstation
18:20 – 18:30	Introduction of the rules and judges
18:30 – 21:00	Programming contest
21:00 – 21:15	Judging
21:15 – 21:20	Explanation on questions and solutions
21:20 – 21:25	Presentation of prizes and souvenirs
21:25 – 21:30	Photo taking

Results:

- Champion: Lam Shing Kit, Ricky (CS3)
- First runner up: Ng Yu Shum (BEng1)
- Second runner up: Lui Sin Ying, Bianca (CS2)
- Third runner up: Lu Rundong (BEng1)
- Fourth runner up: Wong Kayson (BEng1)

Evaluations:

- Preparation:
 - The time spent on setting up the venue was satisfactory.
- Rundown:
 - The number of participants was satisfactory.
 - Some participants complained that the workstations in HW311, Haking Wong Building, The University of Hong Kong were too slow.
 - Some participants did not know how to use the template provided by Microsoft Hong Kong. It was recommended that Master of Ceremony taught the use of the template and ensured all the participants knew how to use it before the contest started.
 - Email handing in method was fine. However, some participants, especially BEng1 students, were not familiar with the CS Intranet Mail and handed it in several times.
- Post-activity:
 - The time spent on packing was satisfactory.
 - Some participants thought the difficulty of the questions were not appropriate and the duration could be shorter. It was recommended that there should be more communication about the type and difficulty of questions with the question providers.
 - Many participants thought the prizes were attractive.

7.2.9 Report on Superpass Day (Semester 1, 2011 – 2012)

Person in Charge:

Wong Mei Wa, Kate

Acting Social Secretary

CSA, ENS, H.K.U.S.U., Session 2011 – 2012

Introduction:

Superpass Day included Superpass Fai Chun Writing and Superpass Dinner. It was believed that students would get excellent grades in the examination after writing Fai Chun and having dinner.

Aims:

- To foster communication and friendship among the participants
- To provide an opportunity for the participants to experience the Superpass traditions of the University

Date:

30th November 2011 (Wednesday)

Time:

14:00 – 22:00

Venues:

- Superpass Fai-chun Writing:
 - Counter outside Room 311, Haking Wong Building, The University of Hong Kong
- Superpass Dinner:
 - 煮廚, Smithfield Municipal Market Cooked Food Centre, 2/F,
Smithfield Municipal Service Building, 12K Smithfield Municipal, Kennedy Town

Resources Borrowed:

- Cleaver and cutting board from 煮廚
- Drawing Stand from Arts Association, Hong Kong University Students' Union
- Tables from the Department

Details:

- A board was provided for posting up the Fai Chun.
- Fai Chun could be taken away.
- Superpass Fai Chun Writing was free of charge.
- The assembling venues were Room 312, Haking Wong Building, The University of Hong Kong and the restaurant.
- Some Ex-Co gathered all participants outside Room 312, Haking Wong Building, The University of Hong Kong.
- Some of the participants registered at the restaurant before the dinner.
- The start time was delayed for 30 minutes.

Fee:

HK\$65 per participant

Number of Participants:

43

Rundown:

Time	Activities
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 of Hong Kong
19:15 – 20:00	Chopping of roasted pig
20:00 – 21:45	Cheers and Dinner
21:45 – 21:50	Distribution of red packets
21:50 – 22:00	Photo taking

Evaluations:

- Preparation
 - Food tasting was done before choosing the restaurant.
- Rundown
 - There were enough red papers for writing Fai-chun.

7.3 Welfare and Service Report

7.3.1 Report on Association Coffee Mug Sales

Person in Charge:

Lau Kam Lun, Eric

Acting Welfare Secretary

CSA, ENS, H.K.U.S.U., Session 2011– 2012

Introduction:

Association Coffee Mug with the name of CSA, ENS, H.K.U.S.U. was produced in 2010 for sales.

The remaining stock has been available for sales since then.

Aim:

To provide welfare to the Members

Period:

January 2010 to February 2012

Details:

Item	Price		Sold
	Member	Non-member	
Association Coffee Mug	HK\$55	HK\$65	0

Evaluations:

- Overall:
 - The number of sales was lower than expected.

7.3.2 Report on Association Football Team

Person in Charge:

Lau Kam Lun, Eric

Acting Welfare Secretary

CSA, ENS, H.K.U.S.U., Session 2011 – 2012

Introduction:

Association Football 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 Association Football Team of CSA, ENS, H.K.U.S.U. in group stage was at rank 5.

Number of Participants:

26

Team Members:

- Captain
 - Lau Kam Lun (CS3)
- Members
 - Ankit Suri (CS2)
 - Chan Chun Kit (CS2)
 - Chan Sze Long (CS2)
 - Cheung Chan Teng (CS1)
 - Ho Chung Yin Billy (CS4)
 - Lam Harry To Chun (CS3)
 - Lau Chin Ip (CS3)
 - Lau Siu Kei (CS2)
 - Law Chi Lok (CS3)
 - Lee Kwan Yuet (CS2)
 - Lee San Tai (CS3)
 - Leung Kon Ming (Graduate)
 - Ng Man Lung (Graduate)
 - Ng Yan Kit (Graduate)
 - Poon Chi Sum (CS2)
 - Siu Man Chun (CS2)
 - Tong Man Ho (Graduate)
 - Tsun Pui Nam (CS3)
 - Wu Ying Kit (CS1)
 - Yeung Wai Wing (Graduate)
 - Yeung Yiu Wo (Graduate)
 - Yiu Chu Kong (CS1)
 - Yiu Ka Wa (CS1)
 - Yiu Ka Wing (CS3)
 - Yu Chun Hin James (CS3)

Evaluations:

- Overall:
 - It was recommended to arouse the interest of the Members to support the Association Football Team.
 - There were not enough team members participating in matches.

7.3.3 Report on Association Jacket Sales

Person in Charge:

Lau Kam Lun, Eric

Acting Welfare Secretary

CSA, ENS, H.K.U.S.U., Session 2011 – 2012

Introduction:

Association Jacket (2008 – 2009) was produced in 2008 and Association Jacket (2010 – 2011) was produced in 2011. The remaining stock has been available for sales since then.

Aim:

To provide welfare to the Members

Period:

- Association Jacket (2008 – 2009):
 - November 2008 to February 2012
- Association Jacket (2010 – 2011):
 - February 2011 to February 2012

Details:

Item	Price		Sold
	Member	Non-member	
Association Jacket (2008 – 2009)	HK\$80	HK\$90	2
Association Jacket (2010 – 2011)	HK\$120	HK\$130	5

Evaluations:

- Overall:
 - The number of sales of Association Jacket (2010 – 2011) was low because most members had bought it in the last session.

7.3.4 Report on Association Polo Shirt Sales

Person in Charge:

Lau Kam Lun, Eric

Acting Welfare Secretary

CSA, ENS, H.K.U.S.U., Session 2011 – 2012

Introduction:

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

Period:

November 2008 to February 2012

Details:

Item	Price		Sold
	Member	Non-member	
Association Polo Shirt	HK\$40	HK\$45	0

Evaluations:

- Overall:
 - The number of sales was lower than expected.

7.3.5 Report on Association T-Shirt Sales

Person in Charge:

Lau Kam Lun, Eric

Acting Welfare Secretary

CSA, ENS, H.K.U.S.U., Session 2011 – 2012

Introduction:

Association T-Shirt (2009 – 2010) was produced in 2010 and Association T-Shirt (2010 – 2011) was produced in 2011. The remaining stock has been available for sales since then.

Aim:

To provide welfare to the Members

Period:

- Association T-Shirt (2009 – 2010):
 - January 2010 to February 2012
- Association T-Shirt (2010 – 2011):
 - February 2011 to February 2012

Details:

Item	Price		Sold
	Member	Non-member	
Association T-Shirt (2009 – 2010)	HK\$40	HK\$50	5
Association T-Shirt (2010 – 2011)	HK\$40	HK\$45	11

Evaluations:

- Overall:
 - The sales were satisfactory.

7.3.6 Report on Association Notebook Sleeve Sales

Person in Charge:

Lau Kam Lun, Eric

Acting Welfare Secretary

CSA, ENS, H.K.U.S.U., Session 2011 – 2012

Introduction:

Association Notebook Sleeve with the name of CSA, ENS, H.K.U.S.U. was produced in 2011. The remaining stock has been available for sales since then.

Aim:

To provide welfare to the Members

Period:

February 2011 to February 2012

Details:

Item	Price		Sold
	Member	Non-member	
Association Notebook Sleeve	HK\$60	HK\$65	3

Evaluations:

- Overall:
 - The number of sales was lower than expected.
 - Some of the Members did not buy the Association Notebook Sleeve since the remaining Association Notebook Sleeves were too large.

7.3.7 Report on Class Photo Taking

Person in Charge:

Lau Kam Lun, Eric

Acting Welfare Secretary

CSA, ENS, H.K.U.S.U., Session 2011 – 2012

Introduction:

Class photos were taken for each class of CS. Class photos were given to class representatives to distribute.

Aim:

To enhance the sense of belonging of the Members to their own class

Arranged Time Slots and Venues:

Class	Date	Time	Venue
CS1	20 th February 2012 (Monday)	18:00	G/F, The Hong Kong University Students' Union Building
CS2	24 th February 2012 (Friday)	11:30	Yuet Ming Fountain, The University of Hong Kong
CS3	21 st February 2012 (Tuesday)	12:30	Sun Yat-Sen Place, The University of Hong Kong

Detail:

In total, 95 copies were printed and given to class representatives.

Evaluations:

- Preparation:
 - It was recommended to arrange time slots at the beginning of the semester to let more students take class photos.
- Rundown:
 - It was difficult to find a place for taking photos for CS1 as there was construction work around Chow Yei Ching Building, The University of Hong Kong.
- Post-activity:
 - The promotion on the class photo was too late.

7.3.8 Report on Departmental Windbreaker Sales

Person in Charge:

Lau Kam Lun, Eric

Acting Welfare Secretary

CSA, ENS, H.K.U.S.U., Session 2011 – 2012

Introduction:

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

Period:

November 2007 to February 2012

Details:

Item	Price		Sold
	Member	Non-member	
Departmental Windbreaker	HK\$100	HK\$120	2

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.

7.3.9 Report on Marketing Activities

Person in Charge:

Lau Kam Lun, Eric

Acting Marketing Secretary

CSA, ENS, H.K.U.S.U., Session 2011– 2012

Introduction:

Marketing activities involved finding sponsorship to fund for functions.

Aims:

- To find sponsor products for the participants of functions
- To keep a good linkage between business bodies
- To seek cash sponsor for functions in order to facilitate in organising functions

Details:

The following was the sponsoring body with the type of sponsorship bracketed.

- Orientation Programme 2011 – Orientation Camp:
 - Sponsoring Organisation:
 - CEDARS (Cash)

Evaluations:

- Overall:
 - It was recommended to explore more ways to find sponsorship since there were many sponsorship schemes for university orientation programmes each year.
 - It was recommended to find more sponsorship from shops in other districts.

7.3.10 Report on Membership Card

Person in Charge:

Lau Kam Lun, Eric

Acting Welfare Secretary

CSA, ENS, H.K.U.S.U., Session 2011– 2012

Introduction:

Membership Card was to identify the membership of the Association 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.

Aim:

To promote the sense of belonging to the Association of the Members

Evaluation:

- Overall:
 - Promotion on the renewal of membership card was not enough.

7.3.11 Report on Mobile Chain Sales

Person in Charge:

Lau Kam Lun, Eric

Acting Welfare Secretary

CSA, ENS, H.K.U.S.U., Session 2011– 2012

Introduction:

There are two types of mobile chain for sales

Aim:

To provide welfare to the Members

Period:

- Association Mobile Chain:
 - September 2008 to February 2012
- Departmental Mobile Chain:
 - November 2007 to February 2012

Details:

Item	Price		Sold
	Member	Non-member	
Association Mobile Chain	HK\$10	HK\$12	0
Departmental Mobile Chain	HK\$10	HK\$12	3

Evaluations:

- Overall:
 - It was recommended to have more promotion on these 2 items.
 - The sales were not satisfactory.

7.3.12 Report on Other Products Sales

Person in Charge:

Lau Kam Lun, Eric

Acting Welfare Secretary

CSA, ENS, H.K.U.S.U., Session 2011– 2012

Introduction:

CD-R, DVD+R, DVD+R Double Layer and Tissue were available in CS' Area during the on-duty time.

Aim:

To provide welfare to the Members

Period:

March 2011 to February 2012

Details:

Item	Price		Sold
	Member	Non-member	
CD-R	HK\$1.5	HK\$1.5	22
DVD+R	HK\$2	HK\$2	20
DVD+R Double Layer	HK\$6	HK\$6	0
Tissue	HK\$1	HK\$1	5

Evaluations:

- Overall:
 - The sales of CD-R and DVD+R were satisfactory.
 - The sales of DVD+R Double Layer were unsatisfactory.

7.3.13 Report on Package Sales

Person in Charge:

Lau Kam Lun, Eric

Acting Welfare Secretary

CSA, ENS, H.K.U.S.U., Session 2011– 2012

Introduction:

There was 1 Package introduced during Welfare Week. It included Association Coffee Mug, Association Mobile Chain, Association Notebook Sleeve and Association Paper (2009 – 2010).

Aim:

To provide welfare to the Members

Dates:

26th September 2011 (Monday) to 30th September 2011 (Friday)

Details:

Item	Price			Sold
	Member	Non-member	BEng 1	
Package	HK\$135	HK\$145	HK\$139	1

Evaluations:

- Overall:
 - The sales of the package were lower than expected.

7.3.14 Report on Souvenirs for Graduates

Person in Charge:

Lau Kam Lun, Eric

Acting Welfare Secretary

CSA, ENS, H.K.U.S.U., Session 2011– 2012

Introduction:

Souvenirs were designed and given out to the Members in the final year of study in 21st April 2011 (Thursday).

Aim:

To provide welfare to the Members

Date:

21st April 2011 (Thursday)

Details:

In total, 100 copies were made where 76 of them were distributed.

Evaluations:

- Overall:
 - It was recommended that the preparation work should start earlier.

7.3.15 Report on Stationery Sales

Person in Charge:

Lau Kam Lun, Eric

Acting Welfare Secretary

CSA, ENS, H.K.U.S.U., Session 2011– 2012

Introduction:

Association File with the name of CSA, ENS, H.K.U.S.U. was produced in 2008. Association Paper (2009 – 2010) was produced in 2010. The remaining stocks of two items have been available for sales since then.

Aim:

To provide welfare to the Members

Period:

- Association File:
 - September 2008 – February 2012
- Association Paper (2009 – 2010):
 - January 2010 –February 2012

Details:

Item	Price		Sold
	Member	Non-member	
Association File	HK\$1.5	HK\$1.5	0
Association File (Package of 3)	HK\$4	HK\$4	2
Association Paper (2009 – 2010)	HK\$10	HK\$12	13

Evaluations:

- Overall:
 - It was recommended to have more promotion on these items.
 - The sales were not satisfactory.
 - It was recommended that the Association Paper should be sold earlier.

7.4 External Affair Report

7.4.1 Report on Joint Universities Computer Association (JUCA)

Person in Charge:

Tang Chun Hin, Adrian

Acting External Vice-chairperson

CSA, ENS, H.K.U.S.U., Session 2011 – 2012

Introduction:

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 organised 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:

JUCA did not hold any functions this year. They have been seeking for opportunities to promote the formation of a new cabinet for the next session.

The societies joining JUCA are as follows:

- Computer Science Association, Engineering Society, H.K.U.S.U.
- Computer Science Society of City University of Hong Kong
- Computer Science Society, Hong Kong Baptist University
- The Computer Science and Engineering Students' Society, the Hong Kong University of Science and Technology Students' Union
- The Computer Science Society, The Student Union of The Chinese University of Hong Kong
- The Open University of Hong Kong the Student Society of Computing

Evaluations:

- Overall:
 - JUCA meetings should be held regularly.
 - More planning and organizing should be done and progress should be kept in track.

7.4.2 Report on relationship with other academic bodies

Person in Charge:

Tang Chun Hin, Adrian

Acting External Vice-chairperson

CSA, ENS, H.K.U.S.U., Session 2011 – 2012

Within the University:

- **Civil Engineering Society, ENS, HKUSU (CES, ENS, HKUSU)**

CES, ENS, HKUSU is a student organization serving staff and students in the Department of Civil Engineering, The University of Hong Kong.

Evaluation: The relationship between the Association and CES, ENS, HKUSU was good this year. The two associations shared ideas on the orientation matters and the curriculum reform known as 334 curriculum.

- **Electrical and Electronic Engineering Association, Engineering Society, HKUSU (EEEE, ENS, HKUSU)**

EEEE, ENS, HKUSU is a student organization serving staff and students in the Department of Electrical and Electronic Engineering, The University of Hong Kong.

Evaluation: The relationship between the Association and EEEA, ENS, HKUSU was good this year. The two associations shared ideas on the orientation matters and the curriculum reform known as 334 curriculum.

- **Engineering Society, HKUSU (ENS, HKUSU)**

ENS, HKUSU is the representative body for all students in the Faculty of Engineering, The University of Hong Kong.

Evaluation: The relationship between the Association and ENS, HKUSU was good this year. ENS, HKUSU provided assistance to the Association for Orientation Programme 2011, especially Orientation Programme 2011 – Registration Day. The two associations shared ideas on the orientation matters and the curriculum reform known as 334 curriculum.

- **HKU Industrial Engineering Association (HKUIEA)**

HKUIEA is a student organization serving staff and students in the Department of Industrial and Manufacturing Systems Engineering, The University of Hong Kong.

Evaluation: The relationship between the Association and HKUIEA was good this year. The two associations shared ideas on the orientation matters and the curriculum reform known as 334 curriculum.

- **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: The relationship between the Association and ISA, BEA, HKUSU was good this year. The two associations shared materials for their respective functions. The communication was very good among the two associations' executive committee members, especially when there were counters set outside Room 311, Haking Wong Building, The

University of Hong Kong. The two associations shared ideas on the curriculum reform known as 334 curriculum.

- **Mechanical Engineering Society, Engineering Society, Hong Kong University Students' Union (MES, ENS, H.K.U.S.U.)**

MES, ENS, H.K.U.S.U. is a student organization serving staff and students in the Department of Mechanical Engineering, The University of Hong Kong.

Evaluation: The relationship between the Association and MES, ENS, H.K.U.S.U. was good this year. The two associations shared ideas on the orientation matters and the curriculum reform known as 334 curriculum.

- **Medical Engineering Society, ENS, HKUSU (MEDES, ENS, HKUSU)**

MEDES, ENS, HKUSU was a student organization serving students studying in the curricula of BEng(MedE).

Evaluation: The relationship between the Association and MEDES, ENS, HKUSU was good this year. The two associations shared ideas on the orientation matters and the curriculum reform known as 334 curriculum.

- The below societies participated in the Joint Society Soccer League. Their teams had matched with the Association team.

- Biochemistry Society, SS, HKUSU
- Chemistry Society, SS, HKUSU
- Civil Engineering Society, ENS, HKUSU
- Food and Nutritional Science Society, SS, HKUSU
- Mathematics Society, SS, HKUSU
- Medical Engineering Society, ENS, HKUSU
- Medical Society, HKUSU
- Politics and Public Administration Association, Social Sciences Society, The Hong Kong University Students' Union
- Statistics and Actuarial Science Society, Science Society, Hong Kong University Students' Union

Evaluation: Communication between the Members and members of these societies were facilitated through participating in sports activities together.

- **Outside the University:**

Some societies maintained a good relationship with the Association. The societies involved are as follows:

- Computer Science Society of City University of Hong Kong
- Computer Science Society, Hong Kong Baptist University
- Society of Computing Studies, HKPUSU
- The Computer Science and Engineering Students' Society, the Hong Kong University of Science and Technology Students' Union
- The Computer Science Society, The Student Union of The Chinese University of Hong Kong
- The Open University of Hong Kong the Student Society of Computing

Evaluation: Through communication among different societies and organisations, the understanding of their culture and nature helped in a way that further communication and opportunities to hold joint society functions are feasible for the later sessions. This also raised the public awareness and social respect of the Association.

7.4.3 Report on participation in inauguration ceremonies of other societies

Person in Charge:

Tang Chun Hin, Adrian

Acting External Vice-chairperson

CSA, ENS, H.K.U.S.U., Session 2011 – 2012

Introduction:

The Association received invitations to inauguration ceremonies organised by various societies inside and outside the University. Acting Ex-Co attended the ceremonies as representatives.

Aims:

- To seek basic understanding of other organizations
- To establish good relationships with other societies
- To gain recognitions and awareness from other organizations
- To share experience in organizing functions and seek for cooperation opportunities

Participated inauguration ceremony of the following societies:

- Computer Science Society, Hong Kong Baptist University
- Electrical and Electronic Engineering Association, Engineering Society, HKUSU
- HKU Industrial Engineering Association
- Information Systems Association, Business and Economics Association, Hong Kong University Students' Union
- The Computer Science Society, The Student Union of The Chinese University of Hong Kong
- The Open University of Hong Kong the Student Society of Computing

Evaluations:

- Overall:
 - Inauguration ceremonies were important occasions where communication between the Association and other student organizations could be enhanced. There were also great opportunities for seeking for co-operation chances such as joint society functions for later sessions.
 - By participating in other societies' inauguration ceremonies, social awareness of the Association and the Curriculum can be raised.
 - It is valuable to exchange views on some issues (like orientation plans) with other societies, especially opinions on curriculum reform.

8. Annual Financial Report

Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012

Annual Financial Report For the Year Ended 24 February 2012 (Expressed in Hong Kong Dollars)

Income and Expenditure Account

	Note	Income (\$)	Expenditure (\$)
1. Activities and Functions			
Mixer (Semester 2, 2010 – 2011)	A1	0.00	
Superpass Day (Semester 2, 2010 – 2011)	A2		86.10
Orientation Programme 2011	A3		8.00
Orientation Programme 2011 – Registration Day	A4		454.00
Orientation Programme 2011 – Orientation Camp	A5		775.90
Mixer (Semester 1, 2011 – 2012)	A6	0.00	
Welfare Week	A7		6.00
Programming Contest 2011	A8	0.00	
Superpass Day (Semester 1, 2011 – 2012)	A9	79.10	
2. Administration			
Annual Budget			80.00
Annual Report			1000.00
Association Board Decoration			85.80
Grant for Proposed Cabinet			600.00
Hard Disk			920.00
Membership Card			50.00
Photocopy			53.00
Stationery			98.60
3. Membership Subscription			
Existing Member (expires on 2011)		(\$17.5 x 64)	1120.00
Existing Member (expires on 2012)		(\$35 x 62)	2170.00
Existing Member (expires on 2013)		(\$37.5 x 49 + \$17.5)	1855.00
New Member (expires on 2014)		(\$20 x 53)	1060.00
4. Sports			
Association Football Team			66.00
5. Welfare			
Class Photo			61.80
Souvenir for Graduates			1250.00
Welfare Item Sales	C1	254.90	
6. Others			
Bank Interest		0.24	
Gain on Newsletter Payable		22.00	
Gain on Annual Report Payable		1311.00	
Gain on Annual Budget Payable		14.00	
Key			155.00
Registration Fee		(\$20 x 5 + \$10 x 54)	640.00
Total		8526.24	5750.20
Surplus of Session 2011 – 2012			2776.04

Balance Sheet as at 24 February 2012

	Note	\$	\$
Current Assets			
Bank		36408.71	
Cash		1961.20	
Stock		12149.70	
Total Current Assets			50519.61
Less: Current Liabilities			
Annual Budget Payable		80.00	
Annual Report Payable		1000.00	
Class Photo Payable		61.80	
Grant for Proposed Cabinet Payable		600.00	
Prepaid Membership Fee	B2	8480.00	
Total Current Liabilities			10221.80
Net Current Assets			40297.81
Balanced by:			
Accumulated Funds b/f from Session 2010 – 2011			
Current Assets			
Bank		32511.17	
Cash		1530.80	
Stock		14136.80	
Career Talk on Computer Science Sponsorship Receivable		100.00	
Orientation Programme 2010 – Orientation Camp Sponsorship Receivable		250.00	
Total Current Assets			48528.77
Less: Current Liabilities			
Annual Budget Payable		50.00	
Annual Report Payable		2000.00	
Class Photo Payable		28.00	
Newsletter Payable		144.00	
Prepaid Membership Fee	B1	8785.00	
Total Current Liabilities			11007.00
Net Current Assets			37521.77
Add: Surplus of Session 2011 – 2012			2776.04
Accumulated Funds c/f			40297.81

Prepared by,
LEUNG Chi Wah, Edgar




Acting Treasurer/Secretary
Computer Science Association,
Engineering Society,
H.K.U.S.U.
Session 2011 – 2012

Approved by,
TANG Chun Hin, Adrian



Acting Chairperson
Computer Science Association,
Engineering Society,
H.K.U.S.U.
Session 2011 – 2012

Audited by,
Professor W. Wang



Honorary Auditor,
Computer Science Association,
Engineering Society,
H.K.U.S.U.
Session 2011 – 2012



Association Chap

Notes to Annual Financial Report

A. Details of Activities and Functions**1. Mixer (Semester 2, 2010 – 2011)**

		<u>Income(\$)</u>	<u>Expenditure(\$)</u>
Funding from the Department		3555.00	
Poster	(\$1 x 4 + \$2 x 2)		8.00
Refreshment			
Foodstuff	(\$2970 + \$219)		3189.00
Drink			339.10
Utensil			
Facial Tissue (6 Units)			18.90
Total		<u>3555.00</u>	<u>3555.00</u>
Surplus / (Deficit)			<u>0.00</u>

2. Superpass Day (Semester 2, 2010 – 2011)

		<u>Income(\$)</u>	<u>Expenditure(\$)</u>
Poster	(\$1 x 4 + \$2 x 1)		6.00
Red Paper			6.00
Superpass Red Packet	(\$1.3 x 57)		74.10
Total			<u>86.10</u>
Surplus / (Deficit)			<u>(86.10)</u>

3. Orientation Programme 2011

		<u>Income(\$)</u>	<u>Expenditure(\$)</u>
Poster	(\$1 x 4 + \$2 x 2)		8.00
Total			<u>8.00</u>
Surplus / (Deficit)			<u>(8.00)</u>

4. Orientation Programme 2011 – Registration Day

		<u>Income(\$)</u>	<u>Expenditure(\$)</u>
Booklet	(\$200 x 2)		400.00
Poster	(\$50 + \$2 x 2)		54.00
Total			<u>454.00</u>
Surplus / (Deficit)			<u>(454.00)</u>

Notes to Annual Financial Report

5. Orientation Programme 2011 – Orientation Camp

		<u>Income(\$)</u>	<u>Expenditure(\$)</u>
Application Fee (Executive Committee Member)	(\$360 x 6)	2160.00	
Application Fee (Helper)	(\$360 x 23)	8280.00	
Application Fee (The Freshmen)	(\$430 x 35)	15050.00	
Application Fee (Pre-Camp)	(\$100 x 13)	1300.00	
Sponsorship from CEDARS		1000.00	
Booklet			168.00
Camp T-Shirt			6366.00
Campfire			530.00
Campsite Fee			
Hall	(\$60 x 10)		600.00
Hall for Pre-Camp	(\$60 x 4)		240.00
Room	(\$1040 x 6 + \$520 x 6)		9360.00
Room for Pre-Camp	(\$520 x 2)		1040.00
Catering Fee			
BBQ			1875.10
Meal	(\$19 x 64 x 2 + \$30 x 56 + \$30 x 64)		6032.00
Meal for Pre-Camp			442.00
Game Expense			44.80
Prize			110.30
Photocopy			62.70
Transportation			
Coach			1100.00
Van	(\$90 + \$120 x 2 + \$150 + \$115)		595.00
Total		27790.00	28565.90
Surplus / (Deficit)			(775.90)

6. Mixer (Semester 1, 2011 – 2012)

		<u>Income(\$)</u>	<u>Expenditure(\$)</u>
Funding from the Department		3910.30	
Poster	(\$1 x 2 + \$2 x 1)		4.00
Refreshment			
Foodstuff	(\$315 + \$2520 + \$665)		3500.00
Drink			263.10
Utensil			
Facial Tissue (6 Units)	(\$18.9 x 2)		37.80
Kitchen Towel			15.90
Plastic Cup (51 Units)	(\$18.9 x 4)		75.60
Table Cloth			13.90
Total		3910.30	3910.30
Surplus / (Deficit)			0.00

7. Welfare Week

		<u>Income(\$)</u>	<u>Expenditure(\$)</u>
Poster	(\$1 x 4 + \$2 x 1)		6.00
Total			6.00
Surplus / (Deficit)			(6.00)

Notes to Annual Financial Report

8. Programming Contest 2011

		<u>Income(\$)</u>	<u>Expenditure(\$)</u>
Funding from Microsoft Hong Kong		288.50	
Banner			122.00
Certificate	(\$21 + \$1 x 28)		49.00
Cue Card			5.00
Easy Stand			75.00
Photocopy			28.50
Poster	(\$1 x 5 + \$2 x 2)		9.00
Total		<u>288.50</u>	<u>288.50</u>
Surplus / (Deficit)			<u>0.00</u>

9. Superpass Day (Semester 1, 2011 – 2012)

		<u>Income(\$)</u>	<u>Expenditure(\$)</u>
Application Fee	(\$65 x 44)	2860.00	
Catering Fee	(\$550 x 4)		2200.00
Poster	(\$1 x 5 + \$2 x 2)		9.00
Red Paper			18.00
Roasted Pig			498.00
Superpass Red Packet	(\$1.3 x 43)		55.90
Total		<u>2860.00</u>	<u>2780.90</u>
Surplus / (Deficit)			<u>79.10</u>

Notes to Annual Financial Report

B. Details of Prepaid Membership Fee**1. Prepaid Membership Fees b/f from Session 2010 – 2011**

<u>Expiry Year</u>	<u>Number of Members</u>	<u>Prepaid Amount (\$)</u>	<u>Sub-total (\$)</u>
2011	64	17.50	1120.00
2012	62	52.50	3255.00
2013	49	90.00	4410.00
Total			<u><u>8785.00</u></u>

2. Prepaid Membership Fees c/f

<u>Expiry Year</u>	<u>Number of Members</u>	<u>Prepaid Amount (\$)</u>	<u>Sub-total (\$)</u>
2012	62	17.50	1085.00
2013	50	52.50	2625.00
2014	53	90.00	4770.00
Total			<u><u>8480.00</u></u>

Notes to Annual Financial Report

C. Details of Welfare

1. Welfare Item Sales

1. Purchases and Stock

	Purchases		Opening Stock		Closing Stock		
	Unit Price (\$)	Quantity	Amount (\$)	Quantity	Amount (\$)	Quantity	Amount (\$)
Association Coffee Mug	52.00			30	1560.00	29	1508.00
Association File	1.40			42	58.80	36	50.40
Association Jacket (2008 – 2009)	69.00			8	552.00	6	414.00
Association Jacket (2010 – 2011)	118.50			39	4621.50	34	4029.00
Association Mobile Chain	9.80			87	852.60	86	842.80
Association Notebook Sleeve	58.50			33	1930.50	29	1696.50
Association Paper	9.80			50	490.00	36	352.80
Association Polo-Shirt	38.00			47	1786.00	47	1786.00
Association T-Shirt (2009 – 2010)	21.00			27	567.00	22	462.00
Association T-Shirt (2010 – 2011)	38.50			24	924.00	13	500.50
CD-R	1.10			49	53.90	27	29.70
Departmental Mobile Chain	7.00			21	147.00	18	126.00
Departmental Windbreaker	105.00			3	315.00	1	105.00
DVD+R	1.40			96	134.40	76	106.40
DVD+R Double-Layer	5.50			8	44.00	8	44.00
Tissue	0.70			143	100.10	138	96.60
Total			0.00		14136.80		12149.70

2. Sales

	Remarks	Unit price (\$)	Quantity	Amount (\$)
Association Coffee Mug	(member price)	55.00	0	0.00
Association Coffee Mug	(non-member price)	65.00	0	0.00
Association File	(buy 1)	1.50	0	0.00
Association File	(buy 3)	4.00	2	8.00
Association Jacket (2008 – 2009)	(member price)	80.00	2	160.00
Association Jacket (2008 – 2009)	(non-member price)	90.00	0	0.00
Association Jacket (2010 – 2011)	(member price)	120.00	5	600.00
Association Jacket (2010 – 2011)	(non-member price)	130.00	0	0.00
Association Mobile Chain	(member price)	10.00	0	0.00
Association Mobile Chain	(non-member price)	12.00	0	0.00
Association Notebook Sleeve	(member price)	60.00	3	180.00
Association Notebook Sleeve	(non-member price)	65.00	0	0.00
Association Paper	(member price)	12.00	11	132.00
Association Paper	(non-member price)	15.00	2	30.00
Association Polo-Shirt	(member price)	40.00	0	0.00
Association Polo-Shirt	(non-member price)	45.00	0	0.00

Association T-Shirt (2009 – 2010)	(member price)	40.00	2	80.00
Association T-Shirt (2009 – 2010)	(non-member price)	50.00	3	150.00
Association T-Shirt (2010 – 2011)	(member price)	40.00	8	320.00
Association T-Shirt (2010 – 2011)	(non-member price)	45.00	3	135.00
CD-R		1.50	22	33.00
Departmental Mobile Chain	(member price)	10.00	3	30.00
Departmental Mobile Chain	(non-member price)	12.00	0	0.00
Departmental Windbreaker	(member price)	100.00	2	200.00
Departmental Windbreaker	(non-member price)	120.00	0	0.00
DVD+R		2.00	20	40.00
DVD+R Double-Layer		6.00	0	0.00
Package *	(member price)	135.00	0	0.00
Package *	(non-member price)	145.00	0	0.00
Package *	(BEng 1 price)	139.00	1	139.00
Tissue		1.00	5	5.00
Total				2242.00

3. Surplus or Deficit

	£	£	£
Sales			2242.00
Less: Cost of Goods Sold			
Opening Stock	14136.80		
Add: Purchases	0.00		
		14136.80	
Less: Closing Stock		12149.70	
			1987.10
Surplus in Welfare Item Sales			254.90

*Package includes Association Coffee Mug, Association Mobile Chain, Association Paper and Association Notebook Sleeve

9. Appendix

Regulation of CS' Area

1. The activities of Computer Science Association, Engineering Society, H.K.U.S.U. (CSA, ENS, H.K.U.S.U.) in the area and in room LG104, Composite Building ("CP LG104") will not cause nuisance to other users there.
2. The area can be used for CSA, ENS, H.K.U.S.U.'s meeting purposes and storage of things belonged to CSA, ENS, H.K.U.S.U.
3. CSA, ENS, H.K.U.S.U. must not store any dangerous goods in the area.
4. No selling activities, fairs, parties, game playing, etc., should be conducted in the area.
5. Eating and drinking is not allowed in the area.
6. CSA, ENS, H.K.U.S.U. must always keep the area viewable from outside through the partitions.
7. The Department of Computer Science (the Department) reserves the rights to access the area at any time for checking.
8. If the Department finds that CSA, ENS, H.K.U.S.U. does not use the area properly, including, but not limited to:
 - (a) CSA, ENS, H.K.U.S.U. does not comply with the agreed terms of use of the area;
 - (b) the Department receives complaints from users in room CP LG104 about CSA, ENS, H.K.U.S.U.'s activities there;the Department will take back the area immediately.

Remarks:

1. All complaints against or comments on CSA, ENS, H.K.U.S.U. should be referred to the Executive Committee of CSA, ENS, H.K.U.S.U. (the "Executive Committee") as soon as possible through email or letter. The Executive Committee shall be given a chance to respond.
2. Findings of the Department must be supported by evidence. The Executive Committee shall be allowed to look at the evidence and raise objection.
3. The Executive Committee will not be responsible for any unauthorized access to the area.

When the lending period expires, the new Executive Committee of CSA, ENS, H.K.U.S.U. can negotiate with the Department on renewing the space allocation.

Expires on 1st November 2012

End of Annual Report